
Parks & Recreation Board

DEPARTMENT: Parks and Recreation
FROM: Eric Oscarson, Deputy City Manager
MEETING: August 20, 2026

SUBJECT:

Nominate a Chair and Vice Chair for the Parks and Recreation Board for the fiscal year 2026-2027. *(Staff Contact: Eric Oscarson, Deputy City Manager)*

STRATEGIC PRIORITY AND GOAL(S):

Strategic Priority	Strategic Goal
 High Performing City Organization Providing Exceptional, People Focused Services	1.2 Continue to improve the efficiency and productivity of operations 1.3 Deliver high-quality service and communications to external and internal customers

SUMMARY:

Per the Burleson Code of Ordinances § 2-32, the Parks and Recreation Board must nominate a Chair and Vice Chair for the fiscal year 2026-2027.

RECOMMENDATION:

The Parks and Recreation Board may nominate a Chair and Vice Chair from its members.

PRIOR ACTION/INPUT (Council, Boards, Citizens):

Per the Burleson Code of Ordinances § 2-32, "By August 31 each year, each board, commission or committee must nominate from among its members a member to serve as chair and another member to serve as vice-chair. The city council shall ratify the chair and vice-chair prior to October 1 each year. The city council must continue to use the qualification for ratification of the chair and vice-chair in the enabling ordinance that created the board or commission. All chairpersons are appointed for a duration of one year and must be reappointed annually, but if not reappointed will continue to serve until a successor is appointed." The Parks and Recreation Board must nominate a Chair and Vice Chair for the upcoming fiscal year. The Chair and Vice Chair are responsible for calling the meeting to order at the correct time,

ensuring quorum is present, following the items on the agenda, making sure all Board members are heard, keep decorum, apply the Burleson Rules of Order, and ensure all recommendations are stated clearly. The Chair and Vice Chair may attend training on conducting meetings through the City Secretary's Office.

REFERENCE:

None.

FISCAL IMPACT:

None.

STAFF CONTACT:

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