



CITY OF BURNET

HISTORIC PRESERVATION BOARD

ITEM BRIEF

Meeting Date

September 15, 2025

Agenda Item

Discuss and consider action: The Historic Preservation Board of the City of Burnet will elect a President and Vice President from among its members, in accordance with the Board's bylaws.

Information

The Historic Preservation Board of the City of Burnet will elect two officers—President and Vice President—from among its members.

Candidates for officer positions are selected by the nomination and second of fellow Board members. All members are eligible to stand for any officer position. Current officers are eligible for nomination and reelection to their present position or for election to a different officer role.

Current Officers:

- President: Renee Riddell
- Vice President: Vacant

Duties of the Board officers are as follows:

- President:
 - Serves as the Executive Officer for the Board.
 - Conducts Certificate of Appropriateness hearings and regular meetings.
 - Acts as a liaison to the Development Services office, Planning and Zoning Commission, and/or the City Council as needed.
 - Signs official documents on behalf of the Board and performs other duties as may pertain to the office.
- Vice-President:
 - Presides over meetings in the absence of the President.
 - Assumes all duties and responsibilities of the President in the event of the President's absence, resignation, or death.

Recommendation

Nominate and elect a Historic Board Preservation President and Vice-President.