



BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 5909
July 6, 2021
Regular Business

AGENDA BILL INFORMATION

TITLE:	AB 5909: 2021 City Council Liaison to Mercer Island Chamber of Commerce	<input type="checkbox"/> Discussion Only
RECOMMENDED ACTION:	Appoint a Councilmember to serve as liaison to the Mercer Island Chamber of Commerce.	<input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution

DEPARTMENT:	City Council
STAFF:	Sarah Bluvas, Economic Development Coordinator
COUNCIL LIAISON:	n/a
EXHIBITS:	1. Approved Project Scope in 2021 Chamber of Commerce Partnership Agreement
CITY COUNCIL PRIORITY:	3. Implement an economic development program.

SUMMARY

The purpose of this agenda bill is to appoint a 2021 City Council Liaison to the Mercer Island Chamber of Commerce Board of Directors.

BACKGROUND

On March 16, the City Council approved the scope of work for the 2021 Partnership Agreement (Exhibit 1) with the Mercer Island Chamber of Commerce ("Chamber"). As part of this partnership, City leadership and the Chamber Board of Directors ("Chamber Board") agreed to create a Liaison position to enhance communications between City Council and the Chamber Board.

CHAMBER LIAISON APPOINTMENT PROCESS

Section 2.3C(6) of the City Council [Rules of Procedure](#) states that the Mayor, in consultation with the Deputy Mayor, appoints Councilmembers to serve as liaisons to advisory boards and commissions and to serve on standing City Council committees, ad hoc committees, local committees, and certain regional committees. While this Section does not prescribe the process for appointing a Councilmember as a liaison to a local organization's board, staff believe that the process used for appointing Council liaisons can be adapted for this new position.

Accordingly, to complete the 2021 appointment, staff advised the Mayor to solicit interest in serving as the liaison from the City Council. If no Councilmembers have expressed interest in serving prior to the meeting or if multiple Councilmembers have expressed interest, staff recommend the following process for completing the 2021 appointment:

1. Open the floor for nominations. Any Councilmember may nominate a candidate; no second is needed.

2. Once there are no further nominations, the Mayor declares nominations closed.
3. If only one (1) nomination is made, the Mayor will appoint that nominee as the Council Liaison and call for a motion to confirm the appointment.
4. If multiple nominations are made, the Mayor and Deputy Mayor will discuss the nominations outside of the July 6 meeting and then appoint a Council Liaison at the July 20 Regular City Council Meeting.

Once appointed, the Council Liaison will serve until December 31, 2021. Pending any future partnership agreements between the City and the Chamber, the Mayor may decide to extend the appointment or to appoint a new Council Liaison.

CHAMBER LIAISON ROLE & RESPONSIBILITIES

The Council Liaison to the Chamber Board will serve a key role in fostering the relationship between the City and the Chamber. In service of this role, the Council Liaison's responsibilities will include:

- Attending Chamber Board meetings and engaging in discussion as a non-voting participant (as requested);
- Meeting with the City's Economic Development Coordinator and the Chamber Executive Director semi-monthly;
- Representing to the Chamber Board the majority position of the City Council (if asked and known);
- Promoting a positive relationship between the City and the Chamber;
- Giving the City Council timely reports on Chamber activities at regular City Council meetings and taking the lead on discussion items before the City Council that pertain to the Chamber; and
- Performing any other duties that are mutually agreed to by the City and the Chamber.

These suggested responsibilities are modeled on the liaison responsibilities outlined in Section 8.15 of the City Council Rules of Procedure. After the Mayor appoints the Council Liaison to the Chamber Board, the Economic Development Coordinator will work with the Council Liaison and the Chamber Executive Director to specify the responsibilities.

RECOMMENDATION

Appoint a Councilmember to serve as the 2021 Council Liaison to the Mercer Island Chamber of Commerce Board of Directors.