



PARKS & RECREATION COMMISSION CITY OF MERCER ISLAND

PRC 25-09
September 4, 2025
Regular Business

AGENDA BILL INFORMATION

TITLE:	PRC 25-09: Commission Officer Elections	☐ Discussion Only
RECOMMENDED ACTION:	Appoint a Chair and Vice Chair	☒ Action Needed: ☒ Motion ☐ Recommendation
STAFF:	Ryan Daly, Recreation Manager	
EXHIBITS:	N/A	

EXECUTIVE SUMMARY

On June 7th the Parks and Recreation Commission directed staff to postpone appointment of the Commission Chair and Vice Chair until the next meeting.

The purpose of this staff report is to present the process for the election of officers for the Mercer Island Parks and Recreation Commission (PRC).

BACKGROUND

According to the [Mercer Island Parks and Recreation Commission Bylaws](#), the positions of Chair and Vice Chair are elected annually by the commission during the June meeting. Each officer serves a one-year term, with no term limits, allowing members to be re-elected to the same position in subsequent years.

All members of the PRC are eligible for appointment to officer positions at any point during their tenure on the Commission. The bylaws also outline the duties associated with each officer role and the procedures for conducting elections.

On June 7th the Parks and Recreation Commission asked Commissioner Struck to facilitate the meeting and directed staff to postpone the appointments of a Chair and Vice Chair until a future meeting.

ISSUE/DISCUSSION

Tonight, the PRC is scheduled to appoint a new Chair and Vice Chair utilizing the following process to elect new officers (as noted in section 3.1 of the bylaws).

The Staff Liaison shall conduct the elections for Chair as follows:

- A. Any Commissioner may nominate a candidate for Chair; no second is needed.
- B. Nominees may accept or decline the nomination.
- C. If only one (1) nomination is made, it is appropriate to make a motion and obtain a second to instruct the Staff Liaison to cast a unanimous ballot for that nomination for Chair. Approval is by majority vote of Commissioners present.
- D. If more than one (1) nomination is made, an open election is conducted by roll call vote.
- E. To be elected, the nominee needs a majority vote of the Parks and Recreation Commission.

- F. Elections will continue until a Chair is elected by a majority vote of the Parks and Recreation Commission.
- G. The Staff Liaison shall declare the nominee receiving the majority vote as the new Chair.

*This process is repeated for the election of the Vice Chair.

NEXT STEPS

Following the election of officers, the new officers will immediately assume their respective roles. The Staff Liaison will assist in the transition as desired by the newly elected Chair.

RECOMMENDED ACTION

1. Appoint Chair and Vice Chair