



BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 6686
May 20, 2025
Regular Business

AGENDA BILL INFORMATION

TITLE:	AB 6686: 2025 Board & Commission Annual Appointments (Resolution No. 1677)	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Resolution
RECOMMENDED ACTION:	Approve Resolution No. 1677, appointing members to vacant and expiring advisory board and commission positions.	

DEPARTMENT:	City Council
STAFF:	Salim Nice, Mayor Andrea Larson, City Clerk
COUNCIL LIAISON:	n/a
EXHIBITS:	1. 2025-2026 Board and Commission Vacancies 2. List of Board and Commission Applicants 3. City Council Rules of Procedure, Section 8 4. Resolution No. 1677
CITY COUNCIL PRIORITY:	n/a

AMOUNT OF EXPENDITURE	\$ n/a
AMOUNT BUDGETED	\$ n/a
APPROPRIATION REQUIRED	\$ n/a

EXECUTIVE SUMMARY

The purpose of this agenda item is to appoint members to vacant and expiring positions on the Arts Council, Design Commission, Open Space Conservancy Trust, Parks and Recreation Commission, and Utility Board.

BACKGROUND

Each spring, the City conducts the annual recruitment process to fill positions expiring and/or vacant on the City's advisory boards and commissions. The following board and commission positions were advertised in March-April:

- [Arts Council](#) (1 position; term expires May 31, 2029)
- [Design Commission](#) (2 positions; terms expire May 31, 2029)
- [Open Space Conservancy Trust](#) (3 positions; terms expire May 31, 2029)
- [Parks and Recreation Commission](#) (2 position2; term2 expires May 31, 2029)
- [Utility Board](#) (4 positions; 1 term expires May 31, 2026, and three terms expire May 31, 2029)

ISSUE/DISCUSSION

RECRUITMENT PROCESS

Position vacancies (see Exhibit 1) were advertised across several platforms, including a website news release, City Manager Reports, the MI Weekly newsletter, social media, and City Council and boards and commission meetings. Emails were also sent to board and commission members with expiring terms, encouraging them to reapply if interested. Additionally, all members were urged to reach out to community members who might be willing to volunteer for a position.

In response to outreach efforts, 20 applications (see Exhibit 2) were received by the May 9, 2025 deadline. The breakdown of the applications received is as follows:

- Two for the Arts Council.
- Six for the Open Space Conservancy Trust.
- Eight for the Parks and Recreation Commission.
- Four for the Utility Board.
- No applications were received for the Design Commission.

Three applicants applied for more than one position.

Five applications for reappointment were received:

- Two for the Open Space Conservancy Trust.
- One for the Parks and Recreation Commission.
- Two for the Utility Board.

The application materials were forwarded to the City Council for review on May 13, 2025.

APPOINTMENT PROCESS

The board and commission appointment process as detailed in Section 8.12 of the City Council Rules of Procedure (see Exhibit 3) provides that all appointments are made by a vote of the City Council during a regularly scheduled meeting. Each Councilmember will complete a written ballot, casting a vote for the identified open seat on a board or commission. If there is more than one open seat on a board or commission, then each position will be voted on separately (the position with the longest term will be voted on first). Ballots will be submitted to the City Clerk via email for Councilmembers attending the meeting virtually to comply with the Rules of Procedure and [RCW 42.30.060\(2\)](#). The City Clerk will read aloud the votes by each Councilmember.

The applicant(s) that receive the most votes, provided they have received a minimum of four votes, will be appointed to the open seats on the Arts Council, Open Space Conservancy Trust, Parks & Recreation Commission, and Utility Board. The names of the applicants selected will be added to a resolution (see Exhibit 4), with final approval required by a vote of the City Council.

Design Commission

Since there were no applicants for the Design Commission vacancies, staff will begin recruiting to fill these positions.

RECOMMENDED ACTION

1. Vote on applicants to fill open board and commission positions.
2. Approve Resolution No. 1677, appointing those voted on to fill the vacancies on the Arts Council, Open Space Conservancy Trust, Parks and Recreation Commission, and Utility Board.