



DESIGN COMMISSION CITY OF MERCER ISLAND

July 3, 2024
Regular Business

AGENDA BILL INFORMATION

TITLE:	Election of Chair and Vice Chair	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Recommendation
RECOMMENDED ACTION:	Elect the Design Commission Chair and Vice Chair.	
STAFF:	Deborah Estrada, Deputy City Clerk	
EXHIBITS:	n/a	

EXECUTIVE SUMMARY

The purpose of this item is to elect a chair and vice chair.

ISSUE/DISCUSSION

Election

The [Design Commission Bylaws](#) are silent on the Commission’s election process. Therefore, in the absence of a defined process, the election process defined in Section 3.1 of the [Planning Commission Bylaws](#), which is consistent with the City Council process, will be used.

The Commission must elect a Chair and Vice-Chair at its June meeting, or as soon as possible thereafter. The process for the election dictates that 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 Design Commission.
- F. Elections will continue until a Chair is elected by a majority vote of the Design 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

The Design Commission Chair and Vice chair elected on July 3 will serve for the coming year. A new election will be held in June 2025 or as soon as possible thereafter.

RECOMMENDED ACTIONS

Elect the Design Commission Chair and Vice Chair