



DATE: December 13, 2021

TO: Mayor Robinson and City Councilmembers

FROM: Charmaine Arredondo, City Clerk, 452-6466  
*City Clerk's Office*

SUBJECT: Determining Procedure for Election of Mayor and Deputy Mayor at Council's January 3, 2022 Meeting

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RCW 35A.13.030 and Resolution No. 8928 provide that Council shall elect a Mayor and Deputy Mayor to serve terms of two years at the first official meeting of the City Council during even-numbered years. The elections of these officials will be the first order of business at the January 3, 2022 Council meeting.

For the past four elections, the City Council selected a balloted voting method allowing for voting of all nominated candidates simultaneously (Option 1). In prior years, the Council used the nomination process outlined in Robert's Rules of Order, Newly Revised (Option 2). Each option is outlined below in more detail.

The selected process will be used for the election of the Mayor and Deputy Mayor. Upon election of the Mayor, he or she will assume the gavel from the temporary chair and repeat the process to elect the Deputy Mayor.

### **Option 1: Ballot option to facilitate voting on all nominees simultaneously**

- The temporary chair opens the meeting and calls for nominations.
- Nominations do not require a second.
- The temporary chair closes the floor to nominations when no further nominations are forthcoming.
- The list of nominees is voted by roll call vote or by electronic/email ballot  
*\* In prior years the Council has used a paper ballot method for voting. Given the virtual format of the January 3, 2022 meeting, paper ballots will not be possible. Roll call vote or an electronic/email ballot will accomplish the same result as paper ballots.*
- If one of the nominees receives a majority vote, the temporary chair declares that person elected.

If the Council fails to select a Mayor from the nominees presented, or if there is a tie vote, the temporary chair will reopen nominations. This process continues until a nominee receives a majority vote. Using this method, Councilmembers vote on all nominees simultaneously, making the order in which nominations are taken less significant and could result in fewer rounds of voting.

*This method requires establishing a temporary rule to allow a process other than Robert's Rules to govern the election, which requires a vote of two-thirds of the members present (five).*

### **Option 2: Vote each nominee individually (Process under Robert's Rules)**

- The temporary chair opens the meeting and calls for nominations.
- Nominations do not require a second.
- The temporary chair closes the floor to nominations when no further nominations are forthcoming.
- Nominees are voted one at a time in the order in which the nominations were presented. Alternatives for how that vote is taken include:
  - by voice vote and raising of right hand;
  - by roll call vote (each member votes verbally in sequential order);
  - by electronic/email ballot.
- As soon as one of the nominees receives a majority vote, the temporary chair declares that person elected and no votes are taken on the remaining nominees.

This method requires that a Councilmember wishing to vote affirmatively for a candidate appearing later in the list of nominees must vote "no" on earlier nominees to assure that his/her favored nominee comes to a vote.

If Council fails to select a Mayor from the nominees presented, or if there is a tie vote, the temporary chair reopens nominations and adds to the initial slate. Once nominated, no candidate is removed from consideration unless they withdraw. The process continues until a nominee receives a majority vote.

*This method requires a majority vote of the Council (four) to be selected.*

### **Council direction needed:**

Council direction will be requested at the December 13 meeting on which election method is preferred. Suggested motion language is provided for both options described above.

### **Option 1: Simultaneous Ballot Method**

*Move to adopt a temporary Council Rule authorizing conducting the January 3, 2022 elections for Mayor and Deputy Mayor by voting all nominees simultaneously using the \_\_\_\_\_ method of voting.*

*(Fill in blank with one of the following: roll call or electronic/email ballot.)*

**Option 2: Robert's Rules Method**

*Move to use the Robert's Rules process for the January 3, 2022 election of the Mayor and Deputy Mayor and use the \_\_\_\_\_ method of voting.*

*(Fill in blank with one of the following: voice, roll call or ballot method.)*