



DATE: July 31, 2024

TO: Independent Salary Commission

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

SUBJECT: Election of Officers

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Bellevue City Code 3.60.040 provides that the Independent Salary Commission shall elect a Chair and Vice Chair from among its voting members. The elections of these officials will occur under Item 8 on tonight's agenda.

The process to be used will follow Robert's Rules of Order, Newly Revised. As the City Clerk, I will preside over the meeting as Temporary Chair until a Chair has been elected. At that point, the Chair will assume the gavel and repeat the same process to elect the Vice Chair. The process for election is outlined below.

**Vote each nominee individually (Process under Robert's Rules)**

- The Temporary Chair opens the floor 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.
- The votes are taken via a roll call vote conducted by the City Clerk (each member votes verbally in sequential order)
- 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 Commissioner wishing to vote affirmatively for a candidate appearing later in the list of nominees must vote "no" on earlier nominees to assure that their favored nominee comes to a vote.

If the Commission fails to select a Chair 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.