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DATE: January 6, 2026

TO: Bellevue City Councilmembers

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

SUBJECT: Election of Mayor and Deputy Mayor

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## **Background**

RCW 35A.13.030 and Resolution No. 10544 require the City Council to elect a Mayor and Deputy Mayor for two-year terms at the first official City Council meeting in even-numbered years.

At the December 9, 2025, regular meeting, the Council approved a temporary rule providing that the election of the Mayor and Deputy Mayor will be conducted by written ballot, with all nominated candidates voted on simultaneously.

As previously determined, Councilmember Robinson will serve as temporary chair to call the meeting to order and preside over the nominations and election of the Mayor. Upon declaration of the Mayor, the newly elected Mayor will assume the gavel and preside over the election of the Deputy Mayor.

## **Election Procedure**

The following steps will be used to conduct the election:

**a) Call for Nominations**

The temporary chair will call for nominations for the office of Mayor. Nominations do not require a second. Each Councilmember may nominate no more than one candidate.

**b) Closing Nominations**

When no further nominations are forthcoming, the temporary chair will close nominations. Under *Robert's Rules of Order Newly Revised*, nominations may be reopened only by a majority vote of the Council.

**c) Voting Method**

Voting will be conducted by individual paper ballots. If there is only one nominee for an office, a vote is still required; however, for efficiency, the Clerk may request Council consent to conduct the vote by roll call rather than paper ballot.

**d) Balloting and Tally**

For each round of voting, staff will distribute fresh ballots. Councilmembers will legibly write the name of their preferred candidate from the current list of nominees. Staff will collect and count the ballots. The Clerk will prepare the teller's report and publicly announce the results.

**e) Repeated Balloting**

If multiple rounds of balloting are required, all nominees remain on the ballot unless a nominee voluntarily withdraws. Under *Robert's Rules*, the nominee receiving the lowest number of votes is not removed from subsequent ballots.

**f) Election and Transition**

Balloting will continue until a candidate receives a majority vote (four votes) and is declared elected. The newly elected Mayor will then assume the gavel and follow the same procedure to conduct the election of the Deputy Mayor.

**Additional Provisions if a Selection Is Not Forthcoming**

If early rounds of balloting do not result in an election, or if a recurring tie vote occurs, the temporary chair may declare a brief recess. If a stalemate persists, nominations may be reopened by motion. The motion to reopen nominations is non-debatable and requires a majority vote. Any additional nominees are added to the existing list of nominees.

If balloting continues to result in a tie or stalemate, Council Rules allow the matter to be taken up at a subsequent meeting. The Council may call a special meeting to conduct the election, or defer action until the next regular meeting scheduled for Tuesday, January 13.