



Date: June 30, 2020

To: East Bellevue Community Council

From: Karin Roberts, Deputy City Clerk

Subject: Process for Filling Vacancy on Community Council

With the resignation of Vice Chair Walter, the Community Council will be asked to declare Position 4 vacant, by way of a motion and vote, and direct staff to begin the recruitment period. Per the EBCC Rules of Procedure, vacancies shall be filled by appointment for the remainder of an unexpired term by a majority vote of the remaining members.

Past practice has been to conduct a three-week recruitment, with the proposed dates for the recruitment being July 6-24. Staff is seeking feedback from the Council on whether you would like to interview candidates and, if so, when to schedule those interviews. To facilitate filling the vacancy, options include:

1. Conduct interviews at one of your regularly scheduled meetings,
2. Conduct interviews at a special meeting,
3. Conduct interviews at some later date (with selection date deferred),
4. Do not conduct interviews and proceed with selection of the new Councilmember based on your review of applications, or
5. Provide alternative direction to staff.

As a reminder, Council may go into Executive Session to evaluate the qualifications of the candidates for appointment; however, interviews of candidates and your action to appoint a candidate must be done in an open public meeting.