

## MEMORANDUM

**To:** Planning Commission

**From:** Jeff Churchill, Long Range Planning Manager 425-556-2492  
Planning and Community Development

**Date:** April 12, 2023

**Subject:** Election of Officers

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### PURPOSE

The purpose of this agenda item is to elect a Planning Commission chairperson and vice chairperson to one-year terms that beginning tonight through March 31, 2024.

### BACKGROUND

[Redmond Municipal Code \(RMC\) 4.10.090](#) and the [Planning Commission Rules of Procedure and Conduct](#) require the Planning Commission to have a chairperson and vice chairperson. Both officers are elected by majority vote to one-year terms at the Commission's first April meeting.

### NOMINATIONS AND VOTING

There is no prescribed method for electing officers. The following is offered as a simple and transparent method.

#### For Chairperson

1. Current Chairperson calls for nominations
2. Nominations are accepted until there are no further nominations
3. Nominees are voted on in the order they were nominated
4. The first nominee to receive a majority of affirmative votes is elected
  - a. If no nominee receives a majority of affirmative votes, the process repeats from step 1 until a new chairperson is elected

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**Election of Officers**

5. The newly-elected chairperson immediately assumes responsibility for chairing the meeting

For Vice Chairperson

Repeat the above, with the newly-elected chairperson facilitating the process.