



DATE: October 16, 2025
TO: Clean and Green Commission
FROM: Maintenance Services Director
SUBJECT: Officer Nominations and Elections

RECOMMENDATION

That the Clean and Green Commission review the information provided in this report regarding Officer Nominations and Elections.

SUMMARY

This report is intended to provide background information to assist in the election process, including, 1) accepting nominations from the floor, and 2) holding elections.

BACKGROUND

As outlined in the Uniform Guidance for the Operations of City Commissions, each commission shall elect a Chair and a Vice Chair annually in October of each calendar year. These officers shall assume their roles at the first commission meeting following their selection and serve for a term of one year. No other officers are authorized. A chair may serve a second term if re-elected but may not serve more than two consecutive terms. If no commissioner volunteers to serve as Chair, the position shall default to the most senior commissioner who has not recently served as Chair. Commission members are eligible to serve as Chair only after completing at least one year on the commission.

The Chair shall preside over all commission meetings, following established rules of procedure to allow for the orderly flow of business in consultation with the staff liaison. The Chair of the Clean and Green Committee historically has taken a lead role in coordinating Clean-up and Community Events and serving as a lead on at least one subcommittee.

The Vice Chair shall act in the Chair's absence and shall assist the Chair in the execution of their office. The Vice Chair has also taken a lead role assisting the Chair in coordinating Clean-up and Community Events and serving as a lead on at least one subcommittee.

DISCUSSION

Nominations and Elections shall be conducted annually in October. The presiding officer will call for nominations. Following nominations, the presiding officer will proceed with the elections process.

FISCAL AND ECONOMIC IMPACT

There is no Fiscal or Economic Impact related to Officer Nominations and Elections.

NEXT STEPS

At the completion of the nominations and elections process, the newly elected Chair and Vice Chair will begin their one (1) year term at the next regularly scheduled meeting through October 2026.

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Recommended by: Armando Quintero, Streets Maintenance Manager

Approved by:


Todd Rullman, Maintenance Services Director