

RESOLUTION 2026-###

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO CALLING AND GIVING NOTICE OF THE HOLDING OF A GENERAL MUNICIPAL ELECTION ON TUESDAY, NOVEMBER 3, 2026, REQUESTING AND CONSENTING TO CONSOLIDATION OF ELECTIONS, AND SETTING SPECIFICATIONS OF THE ELECTION ORDER

WHEREAS, as set forth in San Pablo Municipal Code Section 1.20.010, the City Council has ordered a General Municipal Election to be held on **Tuesday, November 3, 2026**, to fill certain municipal offices;

WHEREAS, other elections may be held on the same date in whole or in part of the territory of the City, and it is to the advantage of the City of San Pablo to consolidate the elections pursuant to Elections Code Section 10002;

WHEREAS, Elections Code Section 10242 provides that the City Council shall determine the hours of opening and closing the polls for a municipal election;

WHEREAS, Elections Code Section 10002 requires the City of San Pablo to reimburse the County in full for the services performed with the City's municipal election upon presentation of a bill to the City by the County Elections Official;

WHEREAS, Elections Code Section 13307 requires that before the nominating period opens the governing body must determine whether a charge shall be levied against each candidate submitting a candidate's statement to be sent to the voters, and may estimate the cost of the statement, determine whether the estimate must be paid in advance, and authorize an increase the in the word limit for the statement set forth in Section 13307;

WHEREAS, Elections Code Section 12101 requires the publication of a Notice of Election once in a newspaper of general circulation in the City of San Pablo;

WHEREAS, tie votes shall be determined by a lot as set forth in Elections Code Section 15651(a) unless prior to the conduct of the election resulting in tie votes, the City Council adopts the provisions of Elections Code Section 15651(b) which provides for a special runoff election to resolve tie votes;

WHEREAS, the City will accept Nomination Papers only until **Thursday, August 6, 2026 at 6:00 p.m.**, consistent with City Hall's normal business hours of 7:30 a.m. to 6:00 p.m., Monday through Thursday, as required by Elections Code Sections 10220 and 10224;

WHEREAS, as required by Elections Code Section 10225, if an incumbent fails to file Nominating Papers by the August 6, 2026 deadline, the period for filing Nomination

Papers with the City for non-incumbent candidates will be extended to 6:00 p.m. on Wednesday, August 12, 2026; and

WHEREAS, the estimated cost to conduct this election is between \$59,382 to \$72,578 which is which is included in the proposed FY 2026-27 City Clerk budget (100-1330-43600).

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN PABLO, CALIFORNIA, HEREBY RESOLVES AND ORDERS that an election be held in accordance with the following specifications:

SPECIFICATIONS OF THE ELECTION ORDER

1. The election shall be held on **Tuesday, November 3, 2026**. The purpose of the election is to choose successors for the following offices:

Two (2) Council Members (four-year terms)
One (1) City Clerk (four-year term)
One (1) City Treasurer (four-year term)

2. This City Council hereby requests and consents to the consolidation of this election with other elections that may be held in whole or in part of the territory of the City, as provided in Elections Code Section 10002.
3. The City hereby designates the hours the polls are to be kept open shall be from 7:00 a.m. to 8:00 p.m.
4. The City will reimburse the County for the actual cost incurred in conducting the election upon receipt of a bill stating the amount due as determined by the County elections official.
5. The City Council has determined that the candidate will pay for the Candidate's Statement, and that the Candidate's Statement will be limited to 250 words. The City Council hereby establishes the estimated cost for a Candidate Statement to be approximately four hundred thirty-six dollars (\$436). Candidates are requested to pre-pay that amount. Indigent candidates may seek a waiver of the cost of a Candidate's Statement from the City Clerk's Office. The actual cost will be determined and provided by the Contra Costa County Elections Division in July, prior to the nomination period opening on July 13, 2026. Upon such determination of the actual cost by the County, the difference between the estimated cost and the actual cost of the Candidate's statement will be invoiced or refunded, as applicable.
6. Per San Pablo Municipal Code Section 1.20.020, a candidate shall pay a \$25 filing fee to the City for Nomination Papers regardless if the candidate files a Candidate's Statement.

7. City staff will publish the Notice of Election in the *West County Times*, which is a newspaper of general circulation that is regularly circulated in the City of San Pablo.
8. The City Council has determined that tie votes shall be determined by lot as set forth in Elections Code section 15651(a).
9. The City will accept Nomination Papers only until Thursday, August 6, 2026 at 6:00 p.m., consistent with City Hall's normal business hours of 7:30 a.m. to 6:00 p.m., Monday through Thursday. If an incumbent fails to file Nominating Papers by the August 6, 2026 deadline, the period for filing Nomination Papers with the City for non-incumbent candidates will be extended to 6:00 p.m. on Wednesday, August 12, 2026.
10. The City directs that a certified copy of this Resolution be forwarded to the Registrar of Voters and the Board of Supervisors of Contra Costa County.

IT IS FURTHER RESOLVED that the foregoing recitations are true and correct, and are included herein by reference as findings.

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ADOPTED this 15th day of June, 2026, by the following votes:

AYES: COUNCILMEMBERS:
 NOES: COUNCILMEMBERS:
 ABSENT: COUNCILMEMBERS:
 ABSTAIN: COUNCILMEMBERS:

ATTEST:

APPROVED:

Dorothy Gantt, City Clerk

Elizabeth Pabon-Alvarado, Mayor