



# CITY OF CLEARLAKE

City Council

## STAFF REPORT

**SUBJECT:** Consideration of Adoption of Resolution No. 2026-29,  
Calling For and Giving Notice of the General Municipal  
Election

**MEETING DATE:**  
July 16, 2026

**SUBMITTED BY:** Melissa Swanson, Administrative Services Director/City Clerk

**PURPOSE OF REPORT:** ☐ Information only ☐ Discussion ☒ Action Item

### WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to adopt Resolution No. 2026-29, Calling For and Giving Notice of the General Municipal Election.

### BACKGROUND/DISCUSSION:

At the February 19<sup>th</sup> Council meeting, direction was given to staff to proceed with the preparation of a ballot measure to be placed before the voters of the City of Clearlake on November 3<sup>rd</sup>, 2026, to transition the city treasurer position from elected to an appointed one. In addition to the measure, two Council seats are up for election, along with the city treasurer position.

The wording for the ballot measure is as follows:

#### **“SHALL THE OFFICE OF CITY TREASURER BE APPOINTIVE?”**

Because the office of City Treasurer will appear on the same ballot as the measure, the resolution (Section 1.C) and the full text of the measure (Exhibit A to the resolution) address the effect of the measure on the Treasurer contest. If the measure is approved by a majority of the votes cast on it, no candidate will be declared elected to, and no person will assume or be installed in, the office of City Treasurer as a result of the November 3, 2026 election. If the measure is approved, the ordinance is adopted by the voters and takes effect ten days after the City Council declares the vote (Elections Code Section 9217).

Approval of the ballot measure would begin a timeline of necessary actions:

- Arguments for or against the measure would be due by 5:00 p.m. on August 18, 2026.
- The Impartial Analysis by the City Attorney would be due August 25, 2026.
- Rebuttal arguments would be due by 5:00 p.m. on August 25, 2026.

The ballot measure would require a simple majority vote to pass. A ballot measure letter will be assigned by the Registrar of Voters once the County receives the submission, and staff will update the resolution accordingly.

**OPTIONS:**

1. Move to adopt Resolution No. 2026-29.
2. Other direction

**FISCAL IMPACT:**

☒ None      ☐ \$ Budgeted Item? ☒ Yes ☐ No

Budget Adjustment Needed? ☐ Yes ☒ No      If yes, amount of appropriation increase: \$

Affected fund(s): ☒ General Fund ☐ Measure P Fund ☐ Measure V Fund ☐ Other:

Comments: Related costs for the election will be projected in the proposed 2026/27 budget.

**STRATEGIC PLAN IMPACT:**

- ☐ Goal #1: Economic Development
- ☐ Goal #2: Public Facilities and Infrastructure
- ☐ Goal #3: Celebrate Clearlake
- ☐ Goal #4: Clean
- ☒ Goal #5: Fiscal Sustainability
- ☐ Goal #6: Safe

**SUGGESTED MOTIONS:**

Move to adopt Resolution No. 2026-29.

☒ **Attachments:**    1) Resolution No. 2026-29 with Exhibit A (Full Text of Measure \_\_\_\_)