



STAFF REPORT	
<b>SUBJECT:</b> Consideration of a Resolution Calling for a Ballot Measure to Change the City Treasurer Position from Elected to Appointed; Resolution No. 2026-10	<b>MEETING DATE:</b> March 5, 2026
<b>SUBMITTED BY:</b> Melissa Swanson, Administrative Services Director/City Clerk	
<b>PURPOSE OF REPORT:</b> <input type="checkbox"/> Information only <input checked="" type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

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

The City Council is being asked to adopt Resolution No. 2026-10 submitting a ballot measure to the voters for the November 2026 General Municipal Election to determine if the office of City Treasurer shall be appointive.

### BACKGROUND/DISCUSSION:

On February 19, 2026, the City Council directed staff to prepare the necessary documents to transition the City Treasurer position from an elective to an appointive office. Currently, the City of Clearlake maintains an elected Treasurer pursuant to Clearlake Municipal Code Section 2-5 and California Government Code Sections 41001–41007.

Notably, the office has remained vacant since the previous Treasurer’s retirement in 2006. In the interim, the City Manager has fulfilled the statutory duties by delegating daily operations to the Finance Director.

Under California Government Code Section 36508, the City Council may request that voters decide whether a non-legislative elective office should become appointive. Staff identifies three primary benefits to this transition:

- **Professional Expertise:** An elected Treasurer’s only legal qualification is being a registered voter within city limits. An appointed model allows the City to mandate specific technical expertise, such as a CPA license or advanced municipal investment experience.
- **Administrative Efficiency:** This measure aligns with the City Manager’s recommendation to formally incorporate Treasurer duties into the Finance Director’s role, ensuring long-term stability and professional oversight.
- **Operational Accountability:** An appointed official is subject to standard performance evaluations and administrative internal controls, which reduces municipal risk and enhances compliance with evolving state reporting laws.

The phrasing of the measure is strictly governed by Government Code Section 36509. The proposed ballot question will read:

*"Shall the office of City Treasurer be appointive? YES / NO"*

**OPTIONS:**

1. Move to adopt Resolution No. 2026-10.
2. Other direction.

**FISCAL IMPACT:**

None       Approx. \$7000      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: Ballot measure costs will be budgeted in the 2026/27 fiscal year. Consolidating this measure with the November General Election minimizes administrative costs. Long-term, the transition eliminates future costs associated with candidate recruitment and election cycles for this specific seat.

**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. 2026-10.

**Attachments:**    1) Resolution No. 2026-10