City of Sebastopol

CITY OF SEBASTOPOL CITY COUNCIL
AGENDA ITEM REPORT FOR MEETING OF: December 1, 2026

This item will be heard assuming the November 3, 2026 General Municipal Election will be certified by the Sonoma County Registrar of Voters by this meeting.

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To:	Honorable Mayor and City Councilmembers
Requestor:	City Manager
Responsible Department:	City Manager Mary Gourley
Subject:	Approval of Resolution Reciting the Facts of the General Municipal Election Held on November 3, 2026 and Declaring and Confirming the Results and Such Other Matters as Provided by Law

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RECOMMENDATION: That the City Council approve the Resolution Reciting the Facts of the General Municipal Election Held on November 3, 2026 and Declaring and Confirming the Results and Such Other Matters as Provided by Law, thereby determining that, by votes cast in the November 3, 2026 Election, James Woodruff, Ian Hoff and Sandra Maurer have been elected to the office of Member of the City of Sebastopol City Council for a four-year term (term ending: 2030).

PROCESS OF AGENDA ITEM:

1. If the item remains on the Consent Calendar, no presentation is required and the item will be approved as part of the Consent Calendar.
2. If the item is removed from the Consent Calendar, it will be heard as a regular agenda item, at the time determined by the Mayor, and will proceed as follows:

    a. Presentation of the item by the Requestor or responsible staff
    b. Council questions and discussion
    c. Public comment
    d. Council deliberation and action

EXECUTIVE SUMMARY: This item requests that the City Council adopt the Resolution Reciting the Facts of the General Municipal Election Held on November 3, 2026 and Declaring and Confirming the Results and Such Other Matters as Provided by Law. Three (3) seats on the City Council were up for election. Based on the canvass of the returns by the Sonoma County Registrar of Voters, James Woodruff, Ian Hoff and Sandra Maurer received the highest number of votes and are declared elected to the office of Member of the City Council for a four-year term ending in 2030.

BACKGROUND: On June 16, 2026, the City Council by Resolution No. 6770-2026 called a General Municipal Election to be held and conducted in the City of Sebastopol, Sonoma County, California, on

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Tuesday, November 3, 2026, as required by law, for the election of three (3) Members of the City Council, and requested that the Sonoma County Board of Supervisors consolidate the election with the Statewide General Election held on the same date. At the same meeting, the City Council adopted Resolution No. 6771-2026, adopting regulations for candidate statements of qualifications, and Resolution No. 6772-2026, assigning critical City Clerk duties to the City Manager until the City Clerk position is filled. Seven (7) qualified candidates appeared on the ballot for the three (3) open seats.

Pursuant to Elections Code §10264, the City Council must, by resolution, declare the results of the election. The declaration must show: 1) the whole number of votes cast in the City; 2) the names of the persons voted for; 3) the measures voted upon (the City had no measures on this ballot); 4) the office for which each person was voted; 5) the number of votes given at each precinct to each person; and 6) the total number of votes given to each person. The purpose of this item is to certify the results of the election and such other matters as provided by law.

The City's General Municipal Election was consolidated with the Statewide General Election, and the Sonoma County Registrar of Voters was authorized to canvass the returns. The Sonoma County Registrar of Voters has canvassed the returns of the election and has certified the results. (This assumes the City will have received the certification by 6:00 p.m. on December 1, 2026.)

Pursuant to Resolution No. 6772-2026, if the City Clerk position has not been filled by the meeting date, the City Manager will perform the City Clerk duties described in this report and in the Resolution, including entering the statement of results, issuing Certificates of Election and administering the Oaths of Office.

DISCUSSION: The County of Sonoma Registrar of Voters conducted the election on behalf of the City of Sebastopol and is required to provide the City a Certificate of the Canvass of the Election Returns. As of the writing of this staff report, the County has indicated that it will provide the certification documentation to the City prior to the December 1, 2026 City Council meeting if the election is certified by that date. A copy of the certification will be provided at the meeting and attached to the Resolution as Exhibit A. State law requires the City to declare the results of the election no later than the first regular meeting after the City receives the certified results from the Registrar of Voters.

If the officially signed Certificate of the Canvass of Votes Cast is not received from the County by this meeting, staff requests that the City Council continue this item to the December 15, 2026 regular City Council meeting for certification of the election and all associated actions.

Upon completion of the canvass of the votes and before installing the new officers, the City Council must adopt a resolution reciting the facts of the election and declaring elected the persons for whom the highest

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number of votes were cast for each office. A summary of the official election results for Member of the City Council is as follows (to be updated upon receipt of the certified results):

Contest Name	Candidate Name	Total Votes	Percent of Votes
Member, City Council, Sebastopol	James Woodruff	XXXX	XX.XX%
Member, City Council, Sebastopol	Ian Hoff	XXXX	XX.XX%
Member, City Council, Sebastopol	Sandra Maurer	XXXX	XX.XX%
Member, City Council, Sebastopol	Kyreen Jorgensen	XXXX	XX.XX%
Member, City Council, Sebastopol	Brandie L. Solovay	XXXX	XX.XX%
Member, City Council, Sebastopol	Jill McLewis	XXXX	XX.XX%
Member, City Council, Sebastopol	Erin Mitchell	XXXX	XX.XX%
Member, City Council, Sebastopol	Write-in	XXXX	XX.XX%

Election Summary (City of Sebastopol)	Total
Registered Voters in Sebastopol	XXXX
Total Ballots Cast	XXXX
Voter Turnout	XX.XX%

Following adoption of the Resolution, the City Clerk will deliver a Certificate of Election to each person elected and administer the Oath of Office prescribed in the Constitution of the State of California. After the oaths of office have been administered, the newly elected Councilmembers will take their seats at the dais.

STAFF ANALYSIS: Based upon the certification of the Sonoma County Registrar of Voters, staff requests that the City Council adopt the Resolution declaring the results of the November 3, 2026 General Municipal Election.

CITY COUNCIL GOALS / PRIORITIES / GENERAL PLAN CONSISTENCY:

This item supports the City Council's goals and priorities, including:

- Goal 4: High-Performance Organization

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• Restoring Public Trust

PUBLIC COMMENT: As of the preparation of this staff report, no public comments have been received. Any written public comments received after publication of this report will be provided to the City Council as supplemental materials prior to or at the meeting. Members of the public may also provide oral comments during the public comment portion of the agenda item.

PUBLIC NOTICE: This item was noticed in accordance with the Ralph M. Brown Act and was made available for public viewing and review at least 72 hours prior to the scheduled meeting.

FISCAL IMPACT: There is no fiscal impact associated with declaring the results of the election. The costs of conducting the election were included in the City's approved FY 2026-27 budget ($30,000 allocated; estimated cost range of $21,551 to $35,919, as reported to Council on June 16, 2026).

RESTATED RECOMMENDATION: That the City Council approve the Resolution Reciting the Facts of the General Municipal Election Held on November 3, 2026 and Declaring and Confirming the Results and Such Other Matters as Provided by Law, thereby determining that, by votes cast in the November 3, 2026 Election, James Woodruff, Ian Hoff and Sandra Maurer have been elected to the office of Member of the City of Sebastopol City Council for a four-year term (term ending: 2030).

OPTION(S):

1. If the Certificate of the Canvass is not received from the Sonoma County Registrar of Voters by 6:00 p.m. on December 1, 2026, continue the item to the December 15, 2026 regular meeting.

ATTACHMENTS:

1. Resolution Reciting the Facts of the November 3, 2026 General Municipal Election and Declaring the Results
2. Resolution No. 6770-2026 Calling and Giving Notice of the November 3, 2026 General Municipal Election and Requesting Consolidation (for reference)
3. Exhibit A – Certificate of the Canvass and Statement of Votes Cast, Sonoma County Registrar of Voters (to be provided upon receipt)

APPROVALS:

Department Head Approval: Approval Date:
CEQA Determination (Planning): Approval Date:
The proposed action is not subject to review under the California Environmental Quality Act (CEQA).
Administrative Services/Financial Approval: Approval Date:
Costs authorized in City Approved Budget: ☐ Yes ☐ No

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Account Code (f applicable) _____
City Attorney Approval: Approval Date: 11/23/2026
City Manager Approval: Approval Date: 11/23/2026

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RESOLUTION NUMBER XXXX-2026

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEBASTOPOL RECITING THE FACTS OF THE CONSOLIDATED GENERAL MUNICIPAL ELECTION HELD ON NOVEMBER 3, 2026, DECLARING AND CONFIRMING THE RESULTS AND SUCH OTHER MATTERS AS PROVIDED BY LAW

WHEREAS, on June 16, 2026, the City Council by Resolution No. 6770-2026 called a General Municipal Election to be held and conducted in the City of Sebastopol, Sonoma County, California, on Tuesday, November 3, 2026, as required by law, for the election of three (3) Members of the City Council; and

WHEREAS, a General Municipal Election was held and conducted in the City of Sebastopol, Sonoma County, California, on Tuesday, November 3, 2026, as required by law; and

WHEREAS, notice of the election was given in time, form and manner as provided by law; voting precincts were properly established; election officers were appointed; and in all respects the election was held and conducted and the votes were cast, received, and canvassed and the returns made and declared in time, form and manner as required by the provisions of the Elections Code of the State of California for the holding of elections in general law cities; and

WHEREAS, the City's General Municipal Election was consolidated with the Statewide General Election held on the same date; and

WHEREAS, the Sonoma County Registrar of Voters was authorized to canvass the returns of the election and has canvassed the returns and certified the results to this City Council, and the results are received, attached and made a part hereof as "Exhibit A"; and

WHEREAS, Elections Code §10263 provides that upon the completion of the canvass and before installing the new officers, the governing body shall adopt a resolution reciting the fact of the election and the other matters enumerated in Elections Code §10264, as follows:

> As soon as the result of the election is declared, the elections official of the governing body shall enter on its records a statement of the result. The statement shall show:
>
> (a) The whole number of votes cast in the city.
> (b) The names of the persons voted for.
> (c) The measures voted upon (the City of Sebastopol did not have any measures for this election).
> (d) For what office each person was voted for.
> (e) The number of votes given at each precinct to each person and for and against each measure.
> (f) The number of votes given in the city to each person and for and against each measure; and

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WHEREAS, upon completion of the canvass of the votes and before installing the new officers, the City Council must adopt a resolution reciting the fact of the election and declaring elected the persons for whom the highest number of votes were cast for each office. A summary of the official election results for Member of the City Council is as follows:

Contest Name	Candidate Name	Total Votes	Percent of Votes
Member, City Council, Sebastopol	James Woodruff	XXXX	XX.XX%
Member, City Council, Sebastopol	Ian Hoff	XXXX	XX.XX%
Member, City Council, Sebastopol	Sandra Maurer	XXXX	XX.XX%
Member, City Council, Sebastopol	Kyreen Jorgensen	XXXX	XX.XX%
Member, City Council, Sebastopol	Brandie L. Solovay	XXXX	XX.XX%
Member, City Council, Sebastopol	Jill McLewis	XXXX	XX.XX%
Member, City Council, Sebastopol	Erin Mitchell	XXXX	XX.XX%
Member, City Council, Sebastopol	Write-in	XXXX	XX.XX%

Election Summary (City of Sebastopol)	Total
Registered Voters in Sebastopol	XXXX
Total Ballots Cast	XXXX
Voter Turnout	XX.XX%

WHEREAS, the governing body shall declare elected the persons for whom the highest number of votes were cast for each office.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Sebastopol, California, does resolve, declare, determine and order as follows:

Section 1. That the whole number of ballots cast in the City of Sebastopol at the November 3, 2026 General Municipal Election was XXXX, as shown in Exhibit A.

Section 2. That the names of the persons voted for at the election for Member of the City Council are as follows:

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- Ian Hoff
- James Woodruff
- Kyreen Jorgensen
- Brandie L. Solovay
- Jill McLewis
- Sandra Maurer
- Erin Mitchell

Section 3. The City Council does declare and determine that James Woodruff (Total Votes: XXXX), Ian Hoff (Total Votes: XXXX) and Sandra Maurer (Total Votes: XXXX) have been elected to the office of Member of the City of Sebastopol City Council for a four-year term (term ending: 2030).

Section 4. That the number of votes given at each precinct to each person, and the respective total votes cast for each person, are contained in Exhibit A, the Statement of the Votes Cast at the City of Sebastopol Consolidated General Municipal Election held on November 3, 2026, which is attached hereto and incorporated herein.

Section 5. The City Clerk shall enter on the records of the City Council of the City of Sebastopol a statement of the result of the election, showing: 1) the whole number of votes cast in the City; 2) the names of the persons voted for; 3) the measures voted upon (the City had no measures on this ballot); 4) the office for which each person was voted; 5) the number of votes given at each precinct to each person; and 6) the total number of votes given to each person.

Section 6. The City Clerk shall immediately make and deliver to each of the persons so elected a Certificate of Election signed by the City Clerk and authenticated; the City Clerk shall also administer to each person elected the Oath of Office prescribed in the Constitution of the State of California, shall have them subscribe to it, and shall file it in the Office of the City Clerk. Each and all of the persons so elected shall then be inducted into the respective office to which they have been elected.

Section 7. The City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original resolutions. Pursuant to Resolution No. 6772-2026, if the City Clerk position has not been filled by the meeting date, the City Manager shall perform the duties of the City Clerk set forth in this Resolution.

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I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the City of Sebastopol City Council.

The above and foregoing Resolution was duly passed, approved, and adopted at a meeting of the City Council on the 1st day of December, 2026, by the following vote:

VOTE:
Ayes:
Noes:
Absent:
Abstain:

APPROVED: _____
Mayor Jill McLewis

ATTEST: _____
Mary C. Gourley, City Manager

APPROVED AS TO FORM: _____
Alex Mog, City Attorney

Exhibit A:
Certificate of the Canvass and Statement of Votes Cast, Sonoma County Registrar of Voters

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RESOLUTION NO. 6770-2026

A Resolution of the City Council of the City of Sebastopol Calling and Giving Notice of a General Municipal Election to be held on Tuesday, November 3, 2026 (The first Tuesday after the first Monday in November of each year) for the Election of Members of the City Council as required for a Four Year Term;
and
Requesting the Sonoma County Board of Supervisors to Consolidate the General Municipal Election with the Statewide General Election to be held on that date pursuant to Elections Code and Authorizing the Sonoma County Registrar of Voters to Canvass the Election Results for the November 3, 2026 Election

WHEREAS, under the provisions of the laws relating to General Law cities of the State of California, a Municipal Election shall be held on Tuesday, November 3, 2026 for the election of Municipal Officers; and

WHEREAS, the California Statewide General Election will be held on Tuesday, November 3, 2026; and

WHEREAS, Elections Code Section 10400 provides that the City Council may request that the County Board of Supervisors consolidate said General Municipal Election with the Statewide general election; and

WHEREAS, it is desirable that the General Municipal Election be consolidated with the Statewide General election and any other election held on the same day, in the same territory, or in territory that is in part the same, to be held on the same date; and that within the City, the precincts, polling places and election officers of the two elections be the same; and that the County Election Department of the County of Sonoma canvass the returns of the General Municipal Election and that the election be held in all respects as if there were only one election; and

WHEREAS, the terms of three (3) members of the City Council will expire and the positions must be filled.

NOW, THEREFORE, BE IT RESOLVED THAT Pursuant to California Elections Code Section 10400, 10402, and 10403, it is in the best public interest to consolidate the Sebastopol General Municipal Election with the Statewide Election to be held on November 3, 2026; and

NOW, THEREFORE, BE IT FURTHER RESOLVED THAT:

SECTION 1. Pursuant to the requirements of Section 10403 of the Elections Code, there is called and ordered to be held in the City of Sebastopol, on Tuesday, November 3, 2026, a General Municipal Election, and the Board of Supervisors of the County of Sonoma is hereby requested to consent and agree to the consolidation of a General Municipal Election with the Statewide General election on Tuesday, November 3, 2026, for the purpose of the election of three (3) members of the City Council of the City of Sebastopol for the full term of four years.

SECTION 2. The County Election Department is authorized to canvass the returns of the General Municipal Election. The election shall be held in all respects as if there were only one election, and only one form of ballot shall be used. All other rules and regulations governed by the Elections Code for the conduct of the General Municipal Election on November 3, 2026, not specifically cited in this Resolution, shall be applicable to the Election.

SECTION 3. The Board of Supervisors is requested to issue instructions to the County Registrar of Voters/County Election Department to take any and all steps necessary for the holding of the consolidated election.

SECTION 4. The County Registrar of Voters/Elections of Sonoma County is authorized to specify the location for the tally of ballots and certify the results to the City Clerk of the City of Sebastopol.

SECTION 5. The recitals provided in this resolution are true and correct and are incorporated into the operative part of this resolution. That in all particulars not recited in this resolution, the election shall be held and conducted as

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provided by law for holding municipal elections.

SECTION 6. If any section, subsection, sentence, clause or phrase of this resolution is, for any reason, held to be invalid or unconstitutional, such decision shall not affect the validity or constitutionality of the remaining portions of this resolution. The City Council hereby declares that it would have passed this resolution, and each section, subsection, sentence, clause or phrase hereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared invalid or unconstitutional.

SECTION 7. The City of Sebastopol recognizes that additional costs will be incurred by the County by reason of this consolidation and agrees to reimburse the County for such costs as listed in the Agreement Between the City of Sebastopol and the County Elections Department of the County of Sonoma.

SECTION 8. The City clerk is authorized and directed to compensate the County for the cost of conducting the General Municipal Election for the City.

SECTION 9. The consolidated election shall be held and conducted in the manner prescribed in Section 10418 of the Elections Code of the State of California.

SECTION 10. Pursuant to Section 10551 and 15651 of the Elections Code of the State of California, the method of determining the winner or winners in the event of a tie vote shall be by lot.

SECTION 11. The City Clerk is hereby directed to file a certified copy of this resolution with the Board of Supervisors and the Registrar of Voters of the County of Sonoma and enter this resolution into the book of original resolutions.

This resolution shall take effect immediately upon adoption by the City Council, and the City Clerk shall certify the vote adopting the resolution.

IN COUNCIL DULY PASSED, APPROVED AND ADOPTED this 16th day of June, 2026.

I HEREBY CERTIFY that the foregoing is a true and correct copy of a Resolution passed and adopted by the City Council of the City of Sebastopol by the following roll call vote:

VOTE:

Ayes: Councilmembers Carter, Hinton, Zollman, Vice Mayor Maurer and Mayor McLewis
Noes: None
Absent: None
Abstain: None

APPROVED: Signed by: Jill McLewis 7C6BCED0A8914A1... Mayor Jill McLewis

ATTEST: Signed by: Mary Gourley 44C0774260FE430... Mary Gourley, City Manager

APPROVED AS TO FORM: Signed by: Alex Mog 06BDB79D57244EB... Alex Mog, City Attorney