

## **TOWN OF WINDSOR AGENDA REPORT**

**Joint Windsor Town Council, Windsor Redevelopment Successor Agency and Windsor Water District Meeting Date:** June 17, 2026

**To:** Mayor and Town Council  
**From:** Irene Camacho-Werby, Town Clerk / Public Information Officer  
**Subject:** Adopt Resolutions Calling the November 3, 2026, General Municipal Election to Elect the Mayor At-large, and Council Members By-district for Districts 1 and 4, Requesting the Sonoma County Board of Supervisors to Consolidate the General Municipal Election with the Statewide General Election, and Establishing Regulations Pertaining to Candidates' Statements of Qualifications

**Recommendation to Council:**

1. Adopt a resolution calling the November 3, 2026, General Municipal Election to elect the Mayor At-large, and Council Members by-district for Districts 1 and 4; and requesting the Sonoma County Board of Supervisors to consolidate the General Municipal Election with the Statewide General Election.
2. Adopt a resolution establishing estimated costs for printing, handling, translating, mailing, and distributing the Candidates' Statements of Qualifications filed for the Election.

**Strategic Plan Element:**

The recommended action supports the goal of Organizational Effectiveness. Goal Statement: Achieve a high performing organization by nurturing an engaged workforce committed to a shared vision of public service.

**Background:**

Windsor Municipal Code 1-2-100 regarding Municipal Elections establishes the date of the general municipal election, sets a candidate filing fee, and denotes a two-year term of office for Mayor, and a four-year term of office for elected Council Members.

On April 3, 2019, the Town Council, in order to further the purposes of the California Voting Rights Act of 2001, adopted Ordinance No. 2019-332 which established and sequenced a district-based election system for four (4) Council Districts and an At-large, elected Mayor pursuant to California Elections Code 10010 and California Government Codes 34871(c) and 34886.

Every 10 years, the U.S. Census revises their census blocks and local governments are required to reflect how local populations have changed. Based on the 2020 U.S. Census the Town of Windsor was required to initiate the redistricting process and followed state and federal redistricting criteria, including the California Elections Code, the Federal Voting Rights Act and the United States Constitution, and public testimony. At their March 16, 2022, regular meeting, the Town Council adopted their preferred map through Ordinance No. 2022-360. A map of the adopted district boundaries is attached to this report.

Per Windsor's Municipal Code, the Town General Municipal election shall be consolidated with the Statewide General Election which is held on the first Tuesday after the first Monday in November in

even-numbered years. This Statewide General Election will be held on November 3, 2026.

**Discussion:**

Calling the Election

The Town of Windsor will hold a General Municipal Election on November 3, 2026, for the purpose of electing three (3) members of the Town Council.

- One (1) member of the Town Council from District 1 for a four-year term,
- One (1) member of the Town Council from District 4 for a four-year term,
- One At-large Mayor of the Town Council for a two-year term.

Pursuant to the Windsor Municipal Code, Candidates for the Town Council must live in, and be a registered voter in the District with an open seat or within Town limits for the mayoral seat, as identified through Ordinance 2022-360, at the time nomination papers are issued to that candidate pursuant to Government Code Section 34882 and Elections Code Section 10227.

The nomination period for Town Council candidates for the November 3, 2026, General Municipal Election opens on Monday, July 13, 2026, and closes on Friday, August 7, 2026, (Elections Code (E.C.) §§10220, 10224. Candidates may take out and return nomination papers, issued by the Town Clerk and/or Deputy Town Clerk, acting as the Town's Elections Official, for this election during the stated nomination period. Any seat where the incumbent does not file will activate a five-day filing period extension to August 12, 2026.

Election Consolidation

Elections Code Section 10400 provides that the Town Council may request the County Board of Supervisors to consolidate the General Municipal Election with the statewide General Election. In doing so, the Sonoma County Registrar of Voters and Elections Office would conduct the election and canvass the results as provided by law.

It is necessary for the Town Council to adopt a resolution calling and giving notice of the holding of a general municipal election in the Town of Windsor on November 3, 2026, and requesting the Board of Supervisors of the County of Sonoma to consolidate the general municipal election with the statewide general election.

On January 1, 2023, the Town of Windsor entered into an agreement for election services with the County of Sonoma, which continues through December 31, 2027.

By adoption of the proposed resolution, the Sonoma County Registrar of Voters (ROV) and Elections Office is authorized to canvass the returns of the election and the Town agrees to reimburse the ROV for actual costs accrued for the election.

Council action on this item does not include any proposed ballot measures or initiatives. Ballot measures or initiatives would require a separate Council discussion followed by action of a Council resolution.

Candidates' Statements

Section 3 of Town Council Resolution No. 542-96, adopted on July 17, 1996, provides that a "candidate shall bear the cost of preparing the candidates' statement in accordance with the provisions of the State law and payment by the candidate is required at the time the statement is filed." This provision is in accordance with Section 13307(d) of the Elections Code.

A resolution has been prepared establishing estimated costs for the printing, handling, translating and mailing the candidates' statements and authorizing the Town Clerk to bill any candidate for the cost of printing their statement and to refund any excess amount collected from such candidate, depending on the final actual cost. As with past elections, each candidate filing a Candidate Statement of Qualifications pay in advance to the Town an estimated pro rate share. This year's estimate per candidate statement is \$600.00.

Sonoma County has been officially designated a bilingual county due to the results of census data. All ballots for all elections will be printed in both English and Spanish. Additionally, all the voter information guides that include instructions, measures, arguments, etc., will also be printed in both English and Spanish. Staff is utilizing the cost estimates provided by the Sonoma County Registrar of Voters for the Town of Windsor. Printing of a candidate statement in the voter guide is optional.

**Fiscal Impact:**

Election costs are calculated by the County Registrar of Voters and Elections Office utilizing registered voter information. The estimated cost for the election of the Mayor at-large and Council Member by-district elections for two council districts is \$55,000 (of which \$27,500 is General Fund). This amount has been included in the adopted Fiscal Year 2025-27 budget.

**Environmental Review:**

The recommended action is not subject to review under the California Environmental Quality Act (CEQA).

**Attachment(s):**

- [1. Resolution Calling November 3, 2026, Election](#)
- [2. Resolution Establishing Estimated Costs for Candidate Statements](#)
- [3. Town Resolution No. 542-96 Election Policy on Candidate Statements](#)
- [4. Town Ordinance 2022-360 District Map](#)

**Prepared by:**

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Town Clerk / Public Information Officer

**Approved by:**

Jon Davis  
Town Manager