

MONTEREY COUNTY ELECTIONS



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Gina Martinez
Registrar of Voters

Jessica Cedillo
Assistant Registrar of Voters

May 11, 2026

City of Salinas
Attention: Patricia M. Barajas
200 Lincoln Avenue
Salinas, CA 93901

RE: DOCUMENTS REQUIRED FOR NOVEMBER 3, 2026 – GENERAL ELECTION

In preparation for the November 3, 2026, General Election, please review the information below in completing and submitting required documents:

Required documents:

Deadline	Document	Notes
July 1, 2026 (125 days before the election)	Statement of Election Facts	Form enclosed
July 1, 2026 (125 days before the election)	Current district map showing boundaries and, if applicable, divisions	EC §10522 A map is required even if no changes have been made*
August 7, 2026 (88 days before the election)	Adopted Resolution and Service Agreement	Resolution checklist enclosed

**Any city, school or special district that submits a measure or other contest for inclusion on a ballot at an election will include a current map of the territory subject to election. A rebuttable presumption exists that failure to submit a new current map will indicate that the boundaries used in the previous election for said jurisdiction (or specified jurisdiction) will be used for future elections.*

Estimated Costs

To assist districts in preparing a budget for this election cycle, the estimated cost for the November General Election is \$6.00 to \$10.00 per registered voter. For districts under 1,000 voters, the estimated range can exceed \$20 per registered voter. The ranges provided in this letter are only estimates based on historical averages for jurisdictions of all sizes and the actual cost will vary. The estimate is inclusive of all required activities and mailing. Other variables may impact the actual cost. These variables include the number of jurisdictions sharing the cost of the election, the number of candidates, length of candidate statements, the party responsible for candidate statements, and the actual number of registered voters at the time of the election. Per Elections Code §10002, the district shall reimburse the county in full for the election services performed. Please note that the inclusion of a measure on the ballot will not affect the estimated cost range per voter.

According to our records, the offices up for election include:

Mayor – 2-year term (1 seat)
Member, City Council, District 2 – 4-year term (1 seat)
Member, City Council, District 3 – 2-year term (1 seat)
Member, City Council, District 5 – 4-year term (1 seat)

Please feel free to contact me for more information at CandidateServices@countyofmonterey.gov or (831) 796-1486.

Sincerely,

Brandon Shioya
Elections Program Manager
Enclosures

SERVICE AGREEMENT FOR THE PROVISION OF ELECTION

SERVICES BETWEEN City of Salinas AND

COUNTY OF MONTEREY DEPARTMENT OF ELECTIONS

November 3, 2026

This Agreement, entered into this _____ day of _____ 2026, by and between City of Salinas and County of Monterey Department of Elections (hereinafter referred to as the Department);

WHEREAS, it is necessary and desirable that the Department be retained for the purpose of conducting an election hereinafter described for the City of Salinas (hereinafter referred to as the City);

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES HERETO AS FOLLOWS:

SERVICES TO BE PERFORMED BY THE CITY:

- 1) No later than the 88th day prior to the election the City shall submit a resolution requesting the Department to conduct an election for the City on **November 3, 2026** and requesting election related services of the Department.
- 2) The City shall publish the Notice of Election and the Notice to File Declarations of Candidacy for the offices to be voted on, and/or the Notice to File Arguments for or against any measure.
- 3) The City shall submit to the Department in writing the exact number of offices to be voted on and the names and ballot designations of the candidates for those offices, and/or the exact ballot wording to be voted by no later than the 88th day prior to the election, or by the 83rd day prior to the election if Elections Code §§ 10225, 10229, and 10407 are applicable.
- 4) The City shall prepare and deliver to the Department the Voter Guide information containing, as applicable, candidates' statements of qualifications, ballot measure, tax rate statements, impartial analysis, arguments for or against and rebuttals thereto. The last day for the submission of primary arguments (300 words) and

impartial analysis shall be no later than **AUGUST 13, 2026**. The last day for the submission of rebuttal arguments (250 words) is **AUGUST 20, 2026**.

- 5) The City shall be responsible for reviewing and approving the language of the sample ballot and official ballot wording for candidates and measures.

SERVICES TO BE PERFORMED BY THE DEPARTMENT:

- 1) The Department shall select and contract with the sample and official ballot printer(s) on behalf of the City.
- 2) The Department shall prepare and deliver to the printer the official ballot information.
- 3) The Department shall issue, receive and process all ballots on behalf of the City matters.
- 4) The Department shall procure all necessary and appropriate polling place locations, hire polling place workers, and conduct the election in accordance with all applicable state, federal and local laws.
- 5) The Department shall prepare a Canvass of Votes Cast and submit a Certificate of Registrar of Voters to the City regarding the City matters.
- 6) The Department shall conduct other various and miscellaneous election activities as required including but not limited to all those required as the City's Election Official other than those described under "Services to be Performed by the City".

TERMS:

This Agreement shall be in effect for the performance of all services incident to the preparation and conduct of the election to be held on **NOVEMBER 3, 2026**.

The parties will use best efforts to perform services herein. However, in the event the Department is unable to perform services required under this Agreement that are beyond their control, including an employee strike, vendor conditions, natural disasters, war, or other similar conditions, the Department will be relieved of all obligations under this Agreement. The Department will provide reasonable notice, if practical, of any conditions beyond their control, including notice at least 60 days prior to **NOVEMBER 3, 2026** of vendor conditions affecting the election services. In the event a vendor does not perform, the Department will attempt to obtain substitute services.

CONSIDERATION:

In consideration of the performance of services and supplies provided by the Department, the City shall pay to the Department a sum equal to the actual cost of such services, expenses, and supplies related to the work performed on behalf of City. In the event that this Agreement is terminated prematurely, the City shall pay to the Department a sum equal to the actual cost of such services performed or supplies/expenses incurred as of the effective date of the termination.

The City shall make payment within 30 days of receipt of invoice from the Department.

CITY:

Signature: _____ Date: _____

Print Name: _____

Title: _____

COUNTY:

Signature: _____ Date: _____

Print Name: Gina Martinez

Title: County of Monterey, Registrar of Voters

City

STATEMENT OF ELECTION FACTS

FULL LEGAL NAME OF CITY AS IT SHOULD APPEAR ON ALL ELECTION DOCUMENTS:

MAIL SHOULD BE ADDRESSED TO: _____ TITLE: _____

MAILING ADDRESS: _____ TELEPHONE: _____

FAX: _____ E-MAIL: _____ WEBSITE: _____

CITY ELECTED OFFICIALS LIST

NAME	ADDRESS	CITY AND DISTRICT (If applicable)	Member was elected by: 1) ELECTION/AIL* <u>OR</u> 2) APPOINTED TO FILL A VACANCY	YEAR Term ends	Full-term = 4yrs <u>OR</u> Short-term = 2yrs	IF THE MEMBER WAS APPOINTED BY THE BOARD TO FILL A VACANCY, WHO DID THIS MEMBER REPLACE?

*AIL= Appointed-in-lieu of Election (filed for office and didn't go on the ballot)

Name of City Clerk/Manager: _____
Print Name

Name of Deputy City Clerk/Secretary: _____
Print Name

Check the box which applies to your city:

The District boundaries have changed since the last election. Enclosed is a new map to reflect those changes.

I declare that there have been no boundary changes since the _____ election.
Election Date

The limitation on the number of words in a candidate statement will be: 200 words 400 words

The entity charged for the candidate statement sent to each voter will be the: City Candidate

In case of a tie vote, the winner will be determined by: Lot Runoff election

Signature of City Clerk/Manager

Date

CITY/SPECIAL DISTRICT NAME:

RESOLUTION CHECKLIST FOR: November 3, 2026 – General Election

This checklist is a guideline for resolutions submitted by districts to consolidate board member elections. There is a separate checklist for resolutions calling for measures.

- Order the election
- Request that Monterey County Elections conduct the election
- Request the date on which the election is to be held
- Specify the number of seats up for election
- Request to permit Monterey County Elections Department to provide any and all services necessary for conducting the election
- Specify word count on the candidate statement per Elections Code §13307
- Specify whether the District or candidate will pay for the candidate statement per Elections Code §13307
- Request that the election be consolidated with any other jurisdiction within Monterey County holding an election on the same day per Elections Code §10400
- Specify that the district will reimburse the Elections Department in full for the services performed upon presentation of a bill to the city or district per Elections Code §10002
- Indicate how tie votes will be resolved per Elections Code §15651

