



AGENDA SPECIAL CITY COUNCIL MEETING

Thursday, August 20, 2026
5:30 PM

Oakley Council Chambers located at 3231 Main Street, Oakley, California 94561

Mission Statement: The City of Oakley will create a resilient future that fosters and attracts a vibrant and evolving community that welcomes and values all people.

Vison Statement: The City of Oakley celebrates our unique Delta lifestyle and small-town feel where we **Live** in a safe, dynamic community, **Work** together to build the future, and **Play** in our own backyard.

Agendas are posted in Oakley at Oakley City Hall, outside the gym at Delta Vista Middle School and outside the Library at Freedom High School. Agendas are also posted on the City's website at oakleyca.gov.

You can view reports on the City's website at oakleyca.gov. You can also view reports in person at City Hall, 3231 Main Street, during normal business hours. Any other documents distributed to members of the City Council regarding an item on this agenda are also made available in the lobby on the evening of the City Council meeting.

Pursuant to the Americans with Disabilities Act (ADA), the City will make reasonable arrangements to ensure accessibility to this meeting. If you need special assistance, please contact the City at least 48 hours prior to the meeting at 925-625-7000 or cityclerk@ci.oakley.ca.us.

Meeting online Link: <https://zoom.us/j/93455380825>

Meeting call in telephone number: 669-900-6833 | Meeting ID: 934 5538 0825 (*9 to request to speak | *6 to unmute/mute)

Online Participation:

Members of the public may attend the City Council meeting online via Zoom using the link above or watch the City Council meeting at oakleyca.gov or [YouTube](https://www.youtube.com). Technical difficulties may occur from time to time. The City will follow the adopted Technology Disruption Policy outlined in City Council Resolution 36-26.

Public Comments:

Members of the public may address the Council on items of interest that are within the City's jurisdiction. In compliance with the Brown Act, the Council may not take action or have

discussion on any item that is not listed on the agenda. Public comment on items not listed on the agenda will be heard under the Public Comments section of the agenda. Public comments on items listed on the agenda will be heard as the Mayor calls the item. Please note that public comments are limited to three (3) minutes. The timer on the dais in front of the Mayor will change from green to yellow at one (1) minute and will turn red and beep at three (3) minutes.

In person public comment:

To provide an in-person public comment, please fill out a speaker card located in the lobby and give it to the City Clerk. Please indicate on the card if the topic is for general public comment or for a specific agenda item. The Mayor will call speakers to the podium by name when the item is opened for public comment.

Online Public Comment:

To provide public comment via Zoom, connect to the meeting online at the link above. Use the Raise Hand feature to request to speak (*9 on a telephone) when the Mayor opens public comment. The City Clerk will announce the names of online participants with their hands raised and invite each participant requesting to speak into the meeting as a panelist when it is their turn to speak. Once in the meeting as a panelist, unmute your microphone, turn on your camera if desired, and begin speaking. Once you are done speaking, the City Clerk will move you back to being an attendee.

Written public comment:

If you wish to enter comments into the public record, please complete the [online public comment form](#) by 4 pm the day of the meeting.

Please keep cell phones/electronic devices turned off during the meeting. Please be advised that City Council meetings are video recorded and attendees may appear on video.

1. CALL TO ORDER AND ROLL CALL
2. PLEDGE OF ALLEGIANCE TO THE FLAG

3. PUBLIC COMMENTS

At this time, the public is permitted to address the Oakley City Council/Oakley City Council Acting as the Successor Agency to the Oakley Redevelopment Agency/Oakley Public Financing Authority on non-agendized items.

4. REGULAR CALENDAR

- 4.1 **Adopt Resolutions Accepting the City Clerk's Notice of Facts and Available Options Pursuant to California Elections Code § 10229 and Either Appointing the Sole Nominees or Directing Elections for City Council Districts 2 and 4 at the November 3, 2026 General Municipal Election (Kim Snodgrass, City Clerk)**

[Staff Report](#)

[1. Notice of facts and available options pursuant to California Elections Code](#)

Â§10229.

2. Proposed resolution accepting the Notice of Facts and Available Options under California Elections Code Â§ 10229 and appointing Hugh Henderson as the nominated candidate for District 2 in the November 3, 2026 City of Oakley General Municipal Election.

3. Proposed resolution accepting the Notice of Facts and Available Options under California Elections Code Â§ 10229 and appointing Shannon Shaw as the nominated candidate for District 4 in the November 3, 2026 City of Oakley General Municipal Election.

4. Proposed resolution accepting the Notice of Facts and Available Options under California Elections Code Â§ 10229 and directing that an election be held for District 2 in the November 3, 2026 City of Oakley General Municipal Election.

5. Proposed resolution accepting the Notice of Facts and Available Options under California Elections Code Â§ 10229 and directing that an election be held for District 4 in the November 3, 2026 City of Oakley General Municipal Election.

5. ADJOURN

DATE: August 20, 2026
TO: Joshua McMurray, City Manager
FROM: Kim Snodgrass, City Clerk
SUBJECT: **Adopt Resolutions Accepting the City Clerk's Notice of Facts and Available Options Pursuant to California Elections Code § 10229 and Either Appointing the Sole Nominees or Directing Elections for City Council Districts 2 and 4 at the November 3, 2026 General Municipal Election**

Approved and
Forwarded to the
City Council

Background and Analysis

The nomination period for the November 3, 2026 General Municipal Election closed on Friday, August 7, 2026. One candidate qualified for City Council District 2, and one candidate qualified for City Council District 4. This report outlines the options available to the City Council when only one candidate has been nominated for each office.

California Elections Code § 10229(a)(1) provides that, when only one candidate has been nominated for an office, the City Council may either appoint the nominee or direct that the election be held. The statute requires the City elections official to publish notice of the relevant facts and available options. After the fifth day following publication, the City Council may make the appointment or direct that an election be held in the affected district. If the Council does not make an appointment by the 75th day before the election—August 20, 2026—the election must proceed. The notice was published on Friday, August 14, 2026, in the *East County Times*. A special meeting has therefore been called for the City Council to consider the available options.

If the City Council appoints a nominee, that person will qualify, take office, and serve as though elected at the municipal election. The appointed person's name and candidate statement will not appear on the ballot for the applicable district. Under Elections Code § 10229(c), write-in candidates will not be permitted for an office filled by appointment.

As of the close of the nomination period, staff had not been contacted by anyone expressing interest in qualifying as a write-in candidate in either district.

If the City Council directs that an election be held, the City will incur election-related costs. According to voter-registration data included in the County Elections Candidate Guide, Oakley had 28,964 registered voters as of April 3, 2026, including



4,997 voters in District 2 and 6,581 voters in District 4. Based on an estimated cost of \$2.75 to \$4.25 per registered voter, the estimated cost is \$13,741.75 to \$21,237.25 for District 2 and \$18,097.75 to \$27,969.25 for District 4.

If elections are held in Districts 2 and 4, each nominated candidate's name and ballot designation will appear on the applicable district ballot, and each candidate's statement will appear in the voter information guide. Qualified write-in candidates will also be permitted.

To qualify as a write-in candidate, a person must be a registered voter residing in the district in which the person seeks office and must file a Statement of Write-in Candidacy between September 8 and October 20, 2026. The candidate must also submit nomination papers containing at least 20 valid signatures from registered voters who reside in the same district. Write-in candidates must file the same forms required of other candidates, except the candidate statement form and ballot designation worksheet. A write-in candidate may not submit a candidate statement and will not have a ballot designation. Only votes cast for qualified write-in candidates will be reported.

Consistency with the Oakley Strategic Plan 27+

Either appointing the nominees or conducting elections is consistent with the Sustainable Organization and Community and Collaborative Partnerships goals in the Oakley Strategic Plan 27+.

Fiscal Impact

Funds have been budgeted for the November 3, 2026 General Municipal Election in both districts. Appointing the nominated candidates instead of conducting elections would result in cost savings to the City.

Staff Recommendation

Staff recommends that the City Council consider the available options and adopt the appropriate resolutions for each district: either appoint the nominated candidates or direct that an election be held.

Attachments

1. Notice of Facts and Available Options Pursuant to California Elections Code § 10229.



2. Proposed resolution accepting the Notice of Facts and Available Options under California Elections Code § 10229 and appointing **Hugh Henderson** as the nominated candidate for **District 2** in the November 3, 2026 City of Oakley General Municipal Election.
3. Proposed resolution accepting the Notice of Facts and Available Options under California Elections Code § 10229 and appointing **Shannon Shaw** as the nominated candidate for **District 4** in the November 3, 2026 City of Oakley General Municipal Election.
4. Proposed resolution accepting the Notice of Facts and Available Options under California Elections Code § 10229 and directing that **an election** be held for **District 2** in the November 3, 2026 City of Oakley General Municipal Election.
5. Proposed resolution accepting the Notice of Facts and Available Options under California Elections Code § 10229 and directing that **an election** be held for **District 4** in the November 3, 2026 City of Oakley General Municipal Election.



**CITY CLERK CERTIFICATION
PURSUANT TO CALIFORNIA ELECTIONS CODE § 10229
THAT THERE ARE NOT MORE CANDIDATES THAN OFFICES TO BE ELECTED
IN DISTRICTS 2 AND 4**

I, Kim Snodgrass, City Clerk of the City of Oakley, do hereby certify that pursuant to California Elections Code § 10229, to the following facts relating to the General Municipal Election in the City of Oakley to be held on November 3, 2026:

As of the close of the nomination period on August 7, 2026, there are not more candidates than offices to be elected in Districts 2 and 4. There is one seat available in District 2 and one candidate qualified for the election in District 2. There is one seat available in District 4 and one candidate qualified for the election in District 4.

The person nominated for District 2 is: Hugh Henderson

The person nominated for District 4 is: Shannon Shaw

That § 10229 of the Elections Code allows one of the following courses of action to be taken by the Oakley City Council for each Districts 2 and 4:

- 1) Appoint to the office the person who has been nominated.
- 2) Appoint to the office any eligible voter if no one has been nominated.
- 3) Hold the election if either no one or only one person has been nominated.

Option 2 above is not applicable as Hugh Henderson and Shannon Shaw have been nominated and qualified for Districts 2 and 4, respectively.

Notice of these facts will be published on August 14, 2026, in a newspaper of general circulation pursuant to Section 6061 of the Government Code. After the fifth day following the date of publication, the City Council will meet to either make an appointment or direct an election to be held for each Districts 2 and 4. The person appointed for District 2 and the person appointed for District 4, shall qualify and take office and serve exactly as if elected at a municipal election for the office.

If by the 75th day before the election, August 20, 2026, no person has been appointed to the office for Districts 2 and 4, the election shall be held for Districts 2 and 4.

If the City Council makes an appointment pursuant to California Elections Code § 10229, the City Clerk shall not accept for filing any statement of write in candidacy, which is submitted after the appointment is made.

Kim Snodgrass, City Clerk
Dated: August 7, 2026

RESOLUTION NO. XX-26

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OAKLEY ACCEPTING
THE CITY CLERK'S NOTICE OF FACTS AND OPTIONS AVAILABLE UNDER
CALIFORNIA ELECTIONS CODE §10229 AND APPOINTING THE NOMINATED
CANDIDATE, HUGH HENDERSON, TO DISTRICT 2 FOR THE NOVEMBER 3, 2026
CITY OF OAKLEY GENERAL MUNICIPAL ELECTION**

BE IT RESOLVED by the City Council of the City of Oakley that it hereby accepts the City Clerk's notice of facts and options available under California Elections Code §10229 and appoints the nominated candidate, Hugh Henderson, to District 2, for the November 3, 2026 City of Oakley General Municipal Election, and he shall qualify and take office and serve exactly as if elected at a municipal election for the office.

PASSED AND ADOPTED by the City Council of the City of Oakley this 20th day of August 2026 by the following vote:

AYES:

NOES:

ABSTENTION:

ABSENT:

APPROVED:

Hugh Henderson, Mayor

ATTEST:

Kim Snodgrass, City Clerk

Date

RESOLUTION NO. XX-26

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OAKLEY ACCEPTING
THE CITY CLERK'S NOTICE OF FACTS AND OPTIONS AVAILABLE UNDER
CALIFORNIA ELECTIONS CODE §10229 AND APPOINTING THE NOMINATED
CANDIDATE, SHANNON SHAW, TO DISTRICT 4 FOR THE NOVEMBER 3, 2026
CITY OF OAKLEY GENERAL MUNICIPAL ELECTION**

BE IT RESOLVED by the City Council of the City of Oakley that it hereby accepts the City Clerk's notice of facts and options available under California Elections Code §10229 and appoints the nominated candidate, Shannon Shaw to District 4 for the November 3, 2026 City of Oakley General Municipal Election, and she shall qualify and take office and serve exactly as if elected at a municipal election for the office.

PASSED AND ADOPTED by the City Council of the City of Oakley this 20th day of August 2026 by the following vote:

AYES:

NOES:

ABSTENTION:

ABSENT:

APPROVED:

Hugh Henderson, Mayor

ATTEST:

Kim Snodgrass, City Clerk

Date

RESOLUTION NO. XX-26

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OAKLEY ACCEPTING
THE CITY CLERK'S NOTICE OF FACTS AND OPTIONS AVAILABLE UNDER
CALIFORNIA ELECTIONS CODE §10229 AND DIRECTING AN ELECTION TO BE
HELD FOR DISTRICT 2 FOR THE NOVEMBER 3, 2026 CITY OF OAKLEY
GENERAL MUNICIPAL ELECTION**

BE IT RESOLVED by the City Council of the City of Oakley that it hereby accepts the City Clerk's notice of facts and options available under California Elections Code §10229 and directs an election to be held for District 2 for the November 3, 2026 City of Oakley General Municipal Election.

PASSED AND ADOPTED by the City Council of the City of Oakley this 20th day of August 2026 by the following vote:

AYES:

NOES:

ABSTENTION:

ABSENT:

APPROVED:

Hugh Henderson, Mayor

ATTEST:

Kim Snodgrass, City Clerk

Date

RESOLUTION NO. XX-26

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OAKLEY ACCEPTING
THE CITY CLERK'S NOTICE OF FACTS AND OPTIONS AVAILABLE UNDER
CALIFORNIA ELECTIONS CODE §10229 AND DIRECTING AN ELECTION TO BE
HELD FOR DISTRICT 4 FOR THE NOVEMBER 3, 2026 CITY OF OAKLEY
GENERAL MUNICIPAL ELECTION**

BE IT RESOLVED by the City Council of the City of Oakley that it hereby accepts the City Clerk's notice of facts and options available under California Elections Code §10229 and directs an election to be held for District 4 for the November 3, 2026 City of Oakley General Municipal Election.

PASSED AND ADOPTED by the City Council of the City of Oakley this 20th day of August 2026 by the following vote:

AYES:

NOES:

ABSTENTION:

ABSENT:

APPROVED:

Hugh Henderson, Mayor

ATTEST:

Kim Snodgrass, City Clerk

Date