



**CLERK – RECORDER – REGISTRAR  
CLERK OF THE BOARD OF SUPERVISORS  
COUNTY OF MONO**

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**Date:** March 27, 2026  
**To:** Mono County Special Districts & School Districts  
**From:** Mono County Elections  
**Re:** November 3, 2026, General Election

**We are providing this courtesy notice for your convenience. Please be sure to read this notice in full, there are important requirements/deadlines that need to be met in order to fill district seats with expiring terms or propose a ballot measure to voters.**

Pursuant to Elections Code §10509, the secretary of the district shall deliver on the 125<sup>th</sup> day prior to the election (**July 1, 2026**), a notice to the county elections official (signed by the secretary and bearing the district seal) providing the following information:

- A list of the elective offices of the district to be filled; and
- Whether the district or the candidate will pay for the publication of a statement of qualifications in the Voter Information Guide

Pursuant to Elections Code §10522, the secretary of the district shall deliver a map on the 125<sup>th</sup> day prior to the election (**July 1, 2026**), showing the boundaries of the district and the boundaries of the divisions of the district, if any, with a statement indicating in which divisions a director is to be elected and whether any officer is to be elected at large.

Pursuant to Elections Code §10002, the governing body of any city or district may by resolution request the Board of Supervisors of the county to permit the county elections official to render specified services to the city or district relating to the conduct of an election and the city or district shall reimburse the county in full for the services performed upon presentation of a bill to the city or district.

Pursuant to Elections Code §10403, whenever an election called by a district, city or other political subdivision for the submission of any question, proposition, or office to be filled is to be consolidated with a statewide election, and the question, proposition, or office to be filled is to appear upon the same ballot as that provided for that statewide election, the district, city or other political subdivision shall, at least 88 days prior to the date of the election (**August 7, 2026**), file with the board of supervisors, and a copy with the elections official, a resolution of its governing board requesting the consolidation, and setting forth the exact form of any question, proposition, or office to be voted upon at the election, as it is to appear on the ballot.

For your convenience, you will find a Resolution template attached that your District may use to satisfy all requirements noted above. This Resolution will Order an Election, Request County Elections to Conduct the Election, Request Consolidation of the Election, and Specifications of the Election Order.

**This resolution must be submitted to the Mono County Elections Office no later than **Wednesday, July 1, 2026** (125 days prior to the election).**

Candidates must file a Declaration of Candidacy form, which may be obtained from the county elections official beginning **July 13, 2026**. For convenience, the elections official may authorize the district secretary to issue declarations of candidacy forms. Forms will be available on the 113<sup>th</sup> day prior to the general election (**July 13, 2026**) and must be filed by 5:00 p.m. on the 88<sup>th</sup> day prior to the general election (**August 7, 2026**) in the office of the county elections official [EC §10510 (a)]. If a Declaration of Candidacy for an incumbent elective officer of a district is not filed by 5:00 p.m. on the 88<sup>th</sup> day before the general district election, any person other than the person who was the incumbent on the 88<sup>th</sup> day shall have until 5:00 p.m. on the 83<sup>rd</sup> day before the election (**August 12, 2026**) to file a Declaration of Candidacy for the elective office [EC §10516(a)].

If the number of candidates does not exceed the number of available elective offices, the supervising authority (Board of Supervisors) shall appoint to the office or offices the person or persons who have filed declarations of candidacy [EC §10515(a)]. If no person files a declaration of candidacy, the supervising authority shall appoint any person to the office who is qualified on the date when the election would have been held. The person appointed shall qualify and take office and serve exactly as if elected at a general district election for the office [EC §10515(b)].

Additional information regarding proposing a ballot measure to voters can be found in the Measures Guide on the County Elections page: <https://monocounty.ca.gov/elections/page/proposing-local-ballot-measure>

**Please Note**

There are potential ramifications if a special district does not participate in the General Election. Pursuant to Elections Code §10004:

If the governing body of any special district fails to call or to take any other steps necessary to the holding of the regular district election at which any member or members of the governing body of the district are to be selected, the board of supervisors of the county in which the district is located, upon being notified of this fact by any voter in the district, may call a special election within the district for the selection of the governing board member or members involved. The election shall be held not later than 90 days after it is called by the board of supervisors; and shall be conducted in the same manner as the regular district election. ***The costs of the special election shall be borne by the district for which the election is held.***

Please do not hesitate to contact our office with any questions or concerns you may have. Thank you.



Queenie Barnard  
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Resolution No. \_\_\_\_\_

**Resolution Ordering Election,  
Requesting County Elections to Conduct the Election,  
Requesting Consolidation of the Election, and  
Specifications of the Election Order**

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Name of Special District / City - **Exactly As It Will Appear On the Ballot**

**WHEREAS**, pursuant to Elections Code Section 10002, the governing body of any city or district may by resolution request the Board of Supervisors of the county to permit the county elections official to render specified services to the city or district relating to the conduct of an election and the city or district shall reimburse the county in full for the services performed upon presentation of a bill to the city or district; and

**WHEREAS**, the resolution of the governing body of the city or district shall specify the services requested; and

**WHEREAS**, pursuant to Elections Code Section 10402.5, any state, county, municipal, district, and school district election held on a statewide election date pursuant to Section 1002 shall be consolidated with the statewide election pursuant to this part except that, in counties of the first class, the board of supervisors may deny any request for consolidation if it finds that the ballot style, voting equipment, or computer capacity is such that additional elections or materials cannot be handled. The procedural requirements prescribed for that type of election shall be construed as if this section were specifically set forth in the provisions relating to that election; and

**WHEREAS**, pursuant to Elections Code Section 10403, whenever an election called by a district, city or other political subdivision for the submission of any question, proposition, or office to be filled is to be consolidated with a statewide election, and the question, proposition, or office to be filled is to appear upon the same ballot as that provided for that statewide election, the district, city or other political subdivision shall, at least 88 days prior to the date of the election, file with the board of supervisors, and a copy with the elections official, a resolution of its governing board requesting the consolidation, and setting forth the exact form of any question, proposition, or office to be voted upon at the election, as it is to appear on the ballot, and acknowledging that the consolidated election will be held and conducted in the manner prescribed in Section 10418. Upon such request, the Board of Supervisors may order the consolidation; and

**WHEREAS**, the resolution requesting the consolidation shall be adopted and filed at the same time as the adoption of the ordinance, resolution, or order calling the election; and

**WHEREAS**, pursuant to Elections Code Section 10400, such election for cities and special districts may be either completely or partially consolidated; and

**WHEREAS**, various district, county, political subdivision, and statewide elections have been or may be called to be held on November 3, 2026; and

**NOW, THEREFORE, BE IT RESOLVED AND ORDERED THAT** the Governing Board/Board of Trustees of the \_\_\_\_\_ District hereby orders an election to be called and consolidated with any and all elections also called to be held on November 3, 2026 insofar as said elections are to be held in the same territory or in territory that is in part the same as the territory of said District/City and requests the Board of Supervisors of the County of Mono order such consolidation under Elections Code Section 10400; and

**BE IT FURTHER RESOLVED AND ORDERED** that said Board hereby requests the Board of Supervisors to permit the Mono County Elections Department to provide any and all services necessary for conducting the election; and

[Check any of the following that apply]

**BE IT FURTHER RESOLVED AND ORDERED** that the Mono County Elections Department conduct the election for the following offices on the November 3, 2026 ballot:

<u># of Seats</u>	<u>Office Title</u>	<u>Term</u>	<u>District/Division (if app)</u>

*No election will be held if there are an insufficient number of nominees.*

The qualifications of a nominee of an elective officer of the Special District/City are as follows: (insert qualifications, i.e. a registered voter in the district, trustee area, etc.)

The candidate is responsible for paying the cost of publishing the Candidate's Statement of Qualifications in the Voter's Information Guide at the time of filing his/her statement.

**CHECK ONE:** YES

NO  The District/City will pay the cost of publishing the Candidate's Statement of Qualifications.

A current map showing the boundaries of the district and the boundaries of the divisions of the district, if any, with a statement indicating in which divisions a director is to be elected and whether any officer is to be elected at large is attached.

**CHECK ONE:** YES

NO  No changes, map on file.

**BE IT FURTHER RESOLVED AND ORDERED** that the Mono County Elections Department shall conduct the election for the following MEASURE(S) to be voted on at the November 3, 2026 election:

**PASSED AND ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2026, by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

\_\_\_\_\_  
Chairperson of Board

Attested: \_\_\_\_\_  
Secretary