

CERTIFICATE OF THE CITY ELECTIONS OFFICIAL

(California Elections Code § 10229)

CITY OF PORTOLA

COUNTY OF PLUMAS, STATE OF CALIFORNIA

I, **Kristen Schiavone**, the City Elections Official of the City of Portola, County of Plumas, State of California, do hereby certify the following facts pursuant to California Elections Code section 10229:

1. A General Municipal Election is regularly scheduled to be held in the City of Portola on Tuesday November 3, 2026.
2. At that election, the following elective offices are to be filled: Member of the City Council, 2-year term (1 seat), Member of the City Council 4-year term (2 seats).
3. Two incumbents filed nomination papers prior to the 88th day before the election for the 4- year term seats. No other persons filed nomination papers for the 4-year term seats by 5:00pm on 08/07/2026.
4. The incumbent holding the office of the 2-year term failed to file nomination papers for the office by the close of the regular nomination period (the 88th day before the election).
5. Because an incumbent eligible to be elected to the office did not file nomination papers, the nomination period was extended for five (5) days, including the 83rd day before the election, to 5:00pm on 08/12/2026 pursuant to Elections Code section 10225.
6. As of the close of the extended nomination period on 08/12/2026 at 5:00pm, no person has been nominated for the 2-year term.

Based upon the foregoing, and pursuant to Elections Code section 10229, subdivision (a), I hereby submit this Certificate of these facts to the governing body of the City of Portola, and inform the City Council that it may, at a regular or special meeting held before the municipal election, adopt one or more of the following courses of action:

- (a) Appoint to the office of the 4-year seats persons having been nominated (Elec. Code § 10229(a)(1));
- (b) Appoint to the office of the 2-year seat any eligible elector, no person having been nominated (Elec. Code § 10229(a)(2));
- (c) Hold the election (Elec. Code § 10229(a)(3)).

The City Council is further advised of the following statutory requirements and limitations:

- **Publication and posting:** The City Elections Official shall publish and/or post notice of the facts described above and the courses of action available under section 10229(a) on the City of Portola's website.
- **Five-day waiting period:** The City Council may make the appointments, or direct that an election be held, only after the fifth day following the date of posting or publication of the notice.
- **Mandatory election if no timely appointment:** Notwithstanding Elections Code section 10403, if no person has been appointed to the office by the 75th day before the municipal election 08/20/2026 the election shall be held.
- **Write-in candidacy cutoff:** If the City Council makes the appointments, the City Elections Official shall not accept for filing any statement of write-in candidacy submitted after the appointment is made (Elec. Code § 10229(c)).
- **Status of appointee:** Any person appointed shall qualify and take office and serve exactly as if elected at a municipal election for the office (Elec. Code § 10229(a)).

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed this 12th day of August 2026.

Kristen Schiavone

City Elections Official / Deputy City Clerk
City of Portola, County of Plumas, California