



STAFF REPORT

DATE: AUGUST 20, 2026

TO: MAYOR AND CITY COUNCIL

FROM: LAUREN PETTIT, CITY CLERK

SUBJECT: NOVEMBER 3, 2026 GENERAL MUNICIPAL ELECTION

OVERVIEW

The extended nomination period for the November 3, 2026 General Municipal Election closed on August 12, 2026. Two candidates, Britt Huff and Lisa Van Ingen Pope, qualified for the two available City Council seats. This report outlines the City's Council options and recommends cancellation of the election and appointment of both candidates to serve the terms for which they have been nominated.

FINDINGS AND ALTERNATIVES

Section 10229 of the California Elections Code makes provisions for instances where there are not more candidates than offices to be elected. The first requirement, which was met on July 9, 2026, is the publication of a notice detailing the facts associated with the nominations. The second requirement is for the City Clerk to certify to the City Council that there are not more candidates than offices to be elected. That certificate is attached to this staff report. Action can then be taken by the Council as outlined below "after the fifth day following the date of posting or publication" (California Elections Code section 10229).

Pursuant to Section 10229, the City Council may choose one of the following courses of action:

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

If no person is appointed to the offices pursuant to option No. 1 above by the 75th day before the General Municipal Election (August 20), the election must be held.

If the election is canceled, the City Clerk will not be allowed to accept filing for write-in candidates and the persons appointed will serve the terms exactly as if they were elected at the November election.

If the election is canceled, the persons appointed will qualify and take office and serve exactly as if elected at a municipal election for the office. The appointees will take their Oaths of Office and begin their four-year terms at the first City Council meeting in December, as part of the annual City Council Reorganization.

FISCAL IMPACT

The City has budgeted \$30,000 to cover the cost of conducting the November 3, 2026 General Municipal Election. If the election is canceled, the City would save most of that amount apart from a nominal amount for any processing on the part of the County to cancel the election. Additionally, the candidates would be reimbursed for the deposits they submitted for the cost of printing and translating candidate statements which would no longer be necessary.

PUBLIC OUTREACH

A Notice that there are not more candidates than offices to be elected was published in the *Daily Breeze* as required by California Elections Code section 10229 on August 15, 2026. The agenda and staff report for this item were posted and noticed as required.

RECOMMENDATION

It is recommended that the City Council adopt Resolution No. 2640 canceling the November 3, 2026 election and appointing Britt Huff and Lisa Van Ingen Pope each to four-year terms of office as Council Members.

ATTACHMENTS:

- A – City Clerk’s Certification
- B – Resolution No. 2640

CITY OF ROLLING HILLS ESTATES

**CITY CLERK'S CERTIFICATION THAT THERE ARE NOT MORE CANDIDATES
THAN OFFICES TO BE ELECTED**

I, Lauren Pettit, City Clerk of the City of Rolling Hills Estates, do hereby certify, pursuant to Section 10229 of the Elections Code of the State of California, to the following facts relating to the General Municipal Election to be held on Tuesday, November 3, 2026:

That as of the close of the nomination period on August 12, 2026 there are not more candidates than offices to be elected;

That the persons so nominated are:

BRITT HUFF
LISA VAN INGEN POPE

That Section 10229 of the Elections Code allows one of the following courses of action to be taken by the City Council under these facts:

1. Appoint to the office the persons who have been nominated.
2. Hold the election if either no one or only one person has been nominated;

That a notice of these facts was published on August 15, 2026 in a newspaper of general circulation in the City pursuant to Section 6061 of the Government Code;

That after the fifth day following the date of publication (August 19, 2026), the City Council will meet at a special meeting (August 20, 2026) to either make the appointment(s) or direct that the election be held;

That the person(s) appointed, if any, will qualify and take office and serve exactly as if elected at a municipal election for the office;

That if, by the 75th day before the municipal election (August 20, 2026), no person has been appointed to the office(s) pursuant to (1) above, the election must be held;

That if the City Council makes appointments pursuant to Section 10229 of the Elections Code, the City Clerk will not accept for filing any statement of write-in candidacy which is submitted after the appointment is made.

LAUREN PETTIT, CITY CLERK

DATE

**CITY OF ROLLING HILLS ESTATES
LOS ANGELES COUNTY, CALIFORNIA**

RESOLUTION NO. 2640

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROLLING HILLS ESTATES, CALIFORNIA, PROVIDING FOR THE APPOINTMENT TO THE OFFICES OF THE CITY COUNCIL THAT WERE TO BE ELECTED ON TUESDAY, NOVEMBER 3, 2026

WHEREAS, pursuant to Section 10229 of the Elections Code of the State of California, as of the close of the nomination period on August 12, 2026, there are not more candidates than offices to be elected and that Section 10229 allows one of the following courses of action to be taken by the City Council:

1. Appoint to the office the person who has been nominated.
2. Hold the election if either no one or only one person has been nominated.

WHEREAS, a notice of the fact that the number of persons who have been nominated for the offices does not exceed the number to be filled at that election was published on August 15, 2026, in the Daily Breeze, a newspaper of general circulation pursuant to law; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ROLLING HILLS ESTATES, CALIFORNIA, DOES RESOLVE AS FOLLOWS:

SECTION 1. That pursuant to Section 10229 of the Elections Code of the State of California, the following action is being taken:

- (a) The following persons are being appointed to the office(s) to which they were nominated, and are considered to be the same as being elected, pursuant to §10229(a)(2) of the Elections Code:

BRITT HUFF
LISA VAN INGEN POPE

SECTION 2. The election scheduled to be held on Tuesday, November 3, 2026 is canceled.

SECTION 3. The persons appointed will qualify and take office and serve exactly as if elected at a municipal election for the office.

SECTION 4. The City Clerk is directed to certify to the passage and adoption of this resolution and enter it into the book of original resolutions.

PASSED, APPROVED AND ADOPTED this 20th day of August 2026.

PAM BROWN SCHACHTER, MAYOR PRO TEM

ATTEST:

LAUREN PETTIT, CITY CLERK

CITY OF ROLLING HILLS ESTATES
LOS ANGELES COUNTY, CALIFORNIA
RESOLUTION NO. 2640

STATE OF CALIFORNIA)

COUNTY OF LOS ANGELES)

CITY OF ROLLING HILLS ESTATES)

I HEREBY CERTIFY that the foregoing Resolution No. 2640 was duly and regularly passed by the City Council of the City of Rolling Hills Estates at a special meeting thereof held on August 20, 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

LAUREN PETTIT, CITY CLERK