

IN THE CITY COUNCIL OF THE CITY OF SAN LEANDRO

RESOLUTION NO. 2026-XXX

RESOLUTION TO APPROVE THE CITY COUNCIL MEETING DISRUPTION AND MEETING LANGUAGE ACCESS POLICIES AND TO ADD CHAPTERS 14 AND 15, RESPECTIVELY, TO THE CITY OF SAN LEANDRO ADMINISTRATIVE CODE

WHEREAS, the Ralph M. Brown Act (Government Code § 54950 *et seq.*) was adopted in 1959 and regulates meetings of local legislative bodies; and

WHEREAS, updates to the Brown Act were signed into law by Governor Newsom on October 3, 2025 with the aim of improving transparency and engagement in public meetings; and

WHEREAS, the City Council of the City of San Leandro is committed to ensure equal access and transparency in public meetings; and

WHEREAS, the City Council finds it necessary to adopt administrative policies for City Council meetings for the purpose of implementing SB 707 updates to the Brown Act.

NOW, THEREFORE, the City of San Leandro City Council does **RESOLVE** as follows:

Section 1. Recitals. The above recitals are true and correct and hereby made a part of this Resolution by this reference.

Section 2. City Council Meeting Disruption Policy. The City Council Meeting Disruption Policy, attached as Exhibit “A” to this Resolution and incorporated herein, is approved and adopted by the City Council of the City of San Leandro. It shall be incorporated into the City of San Leandro Administrative Code as Chapter 14 to Title 1.

Section 3. City Council Meeting Language Access Policy. The City Council Meeting Language Access Policy, attached as Exhibit “B” to this Resolution and incorporated herein, is approved and adopted by the City Council of the City of San Leandro. It shall be incorporated into the City of San Leandro Administrative Code as Chapter 15 to Title 1.

Section 4. Severability. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Resolution, and the attachments hereto or its application to any person or circumstance, is for any reason held to be invalid or unenforceable, such invalidity or unenforceability shall not affect the validity or enforceability of the remaining sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases of this Resolution, and the attachments hereto or its application to any other person or circumstance. The City Council of the City of San Leandro hereby declares that it would have adopted each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof, irrespective of the fact that any one or more other sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases hereof is declared invalid or unenforceable.

Section 5. Effective Date. This Resolution shall take effect immediately.

Introduced by Councilmember _____ and passed and adopted this 4th day of May 2026 by the following vote:

AYES: _____ ()

NOES: _____ ()

ABSENT: _____ ()

ATTEST: _____

Sarah Bunting
City Clerk

DRAFT

EXHIBIT A

TITLE 1, CITY COUNCIL, CHAPTER 14

CITY COUNCIL MEETING DISRUPTION POLICY

§ 1.14.100 OVERVIEW.

This policy establishes procedures to ensure continuity of public access and participation during City Council meetings. The policy affirms the City Council's commitment to maximizing public access and outlines the actions the City will take if a disruption prevents the public from viewing the meeting or providing public comment remotely.

§ 1.14.200 POLICY.

A. Disruptions During the Meeting.

1. If a disruption occurs that prevents public remote attendance or comment, the presiding officer will announce the disruption.
2. The open session will be recessed for at least one hour, and reasonable efforts shall be made in good faith to restore the service.
3. During the recess, the body may meet in closed session if authorized.
4. The meeting minutes will document the disruption in the meeting minutes (start time of disruption, duration, resolution steps taken).

B. If Service is Restored.

The City Council may resume the open session when service is restored (even if it is before the one-hour recess is complete) by announcing the remote link/comment option is functional again.

C. If Service Cannot Be Restored.

If service is not restored, prior to taking final action, the City Council must adopt a finding by roll-call vote that:

1. Good faith efforts to restore service were made in accordance with this policy; and
2. The public interest in continuing the meeting outweighs the public interest in remote public access.

The City Council may proceed with the meeting only after the roll call finding (as above) is adopted.

EXHIBIT B

TITLE 1, CITY COUNCIL, CHAPTER 15 CITY COUNCIL MEETING LANGUAGE ACCESS POLICY

§ 1.15.100 OVERVIEW.

The policy affirms the City's commitment to making reasonable efforts to encourage participation by communities that do not traditionally engage in City Council meetings. This policy supports broad and equitable public participation and ensures compliance with the Ralph M. Brown Act (Government Code § 54950 *et seq.*) requirements pertaining to multi-language access and outreach.

§ 1.15.200 POLICY.

A. Language Data Source.

The City Council confirms that the American Community Survey is the City's preferred data source for identifying the languages eligible for translation of City Council meeting agendas.

Based on the most recent data available in the American Community Survey, the languages spoken by 20 percent or more of the applicable population, provided that 20 percent or more of the population that speaks that language speaks English less than "very well", include the following:

- Spanish (23% of total population; 57% speak English less than "very well")
- Chinese (21% of total population; 76% speak English less than "very well")

This data was most recently validated from the U.S. Census Bureau website, "Language Spoken at Home" American Community Survey, ACS 1-Year Estimates Subject Tables, Table S1601, 2024, <https://data.census.gov/table/ACSST1Y2024.S1601?q=S1601> accessed December 10, 2025.

B. Meeting Outreach.

The City retains discretion over the type and scope of outreach activities and is not required to contact any specific group. Outreach methods may vary based on available resources and priorities and may include both low-resource and higher-resource approaches, such as digital communications, printed materials, in-person outreach, or coordination with community organizations.