



# AGENDA REPORT

**Department:** City Clerk's Office  
**Prepared by:** Shelley Chapel, MMC, City Clerk  
**Meeting Date:** Tuesday, April 7, 2026  
**Approved by:** Alejandro Hernandez, Acting City Manager

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**SUBJECT:**

Brown Act and California Senate Bill 707 (SB 707) Technology Disruption Policy

**RECOMMENDATION:**

Adopt a Resolution Entitled, "Resolution of the City Council of the City of National City, California, Adopting a Technology Disruption Policy for Public Meetings in Compliance with the Ralph M. Brown Act and Senate Bill 707. The Policy Will be Known as City Council Policy No. 103, "Disruption of Telephonic or Internet Service During Public Meetings"; and Receive and File the Companion Presiding Officer/Clerk/Information Technology Standard Operating Procedures (SOPs) for Implementation of the Policy.

**BOARD/COMMISSION/COMMITTEE PRIOR ACTION:**

Not Applicable.

**EXPLANATION:**

The purpose of this policy is to ensure compliance with the Ralph M. Brown Act (California Government Code Sections 54950-54963), as amended by Senate Bill (SB) 707, by establishing clear procedures for addressing technological disruptions during public meetings while protecting the public's right to attend and participate without being required to provide personal identifying information.

SB 707 prohibits a legislative body from requiring members of the public to provide identifying information to attend, observe, or participate in meetings and clarifies how disruptions in teleconferenced meetings may be addressed. The City's prior compliance efforts under AB 361 and AB 2449 – including pausing meetings until service is restored - are consistent with the requirements of SB 707.

The City of National City has proactively implemented many of the transparency, public access, and participation practices now reflected in SB 707. During the COVID-19 pandemic, the City utilized Zoom as an online platform and has continued its use to enhance public engagement. The platform allows members of the public to provide verbal comments in both English and Spanish. In addition, live-streamed meetings include live Spanish translation, accessible by selecting the preferred language option.

The City has also followed a technological disruption protocol as a general practice. This protocol has been implemented on at least two occasions during technical difficulties, at which time meetings were paused until staff restored internet connectivity. Formal adoption of this policy will codify existing practices and ensure consistent compliance across all legislative bodies, including City Council, Planning Commission, Housing Authority and all Boards, Commissions, and Committees.

SB 707 requires the legislative body to adopt a technology disruption policy at a noticed public meeting on or before July 1, 2026.

The attached City Council Policy is presented for consideration and adoption. If approved, the policy shall become effective immediately upon adoption.

The City Clerk's Office will distribute the adopted policy to all City Councilmembers, City Staff, and members of the City's Boards, Commissions and Committees. Additionally, the City Clerk will provide training to all staff liaisons to ensure understanding of and compliance with the policy.

Appended to the policy will be the Standard Operating Procedures (SOP) for its implementation. These SOPs will outline the Rules of Procedure and roles of the Presiding Officer, City Clerk and Information Technology staff in the event of a technological or service disruption. The SOPs may be updated administratively to maintain compliance with state laws and evolving technology standards. Substantive policy changes shall require amendment of City Council Policy No. 103 at a duly noticed public meeting.

**FINANCIAL STATEMENT:**

Not Applicable.

**RELATED CITY COUNCIL 2020-2025 STRATEGIC PLAN GOAL:**

Communication and Outreach

**ENVIRONMENTAL REVIEW:**

This is not a project under CEQA, and is therefore, not subject to environmental review. CCR15378; PRC 21065.

**PUBLIC NOTIFICATION:**

The Agenda Report was posted at least 72 hours before the Regular Meeting date and time, and 24 hours before a Special Meeting in accordance with the Ralph M. Brown Act.

**ORDINANCE:**

Not Applicable

**EXHIBITS:**

Exhibit A - City Council Policy No. 103 Disruption of Telephonic or Internet Service During Public Meetings

Exhibit B - Resolution