



COUNCIL REPORT

DATE: June 23, 2026

CATEGORY: Consent

DEPT.: City Manager's Office

TITLE: **Council Policy A-13b Community Engagement in Public Meetings**

RECOMMENDATION

Adopt a Resolution of the City Council of the City of Mountain View Adopting Council Policy A13b Governing Community Engagement in Public Meetings, to be read in title only, further reading waived (Attachment 1 to the Council report).

BACKGROUND

Senate Bill 707, signed into law in October 2025, amended the Ralph M. Brown Act to, among other things, add California Government Code § 54953.4. This section requires cities to, among other things, "make reasonable efforts, as determined by the legislative body, to invite groups that do not traditionally participate in public meetings to attend those meetings."

The proposed Council Policy A-13b - Community Engagement in Public Meetings will ensure the City of Mountain View meets the new public access and engagement requirements set forth in Section 54953.4.

ANALYSIS

The recommended policy builds on the City's extensive communications and engagement strategies, which have been in place for many years and meet most of the requirements in California Government Code § 54953.4. The remaining requirement is to document and adopt the City's communications and engagement strategies into a policy that establishes clear procedures for the City's community outreach efforts to (1) make reasonable efforts to engage the community in the governmental process through a variety of communication channels, and (2) promote broad and inclusive participation in public meetings, with particular attention to underrepresented and non-English-speaking communities.

The recommended policy details the City's efforts to engage the community through a variety of communication channels, including: providing public notice and encouraging public participation through the City website; Customer Relationship Management system (online service requests and Frequently Asked Questions (FAQ) platform) and mobile app; City print publications and e-

newsletters; social media; email notifications and subscriptions; government access cable channel; and media outreach.

In addition, the recommended policy outlines the City's efforts to increase participation in public meetings by individuals and groups that have been historically underrepresented. Such efforts include, but are not limited to, outreach at City-sponsored events, participation in community and neighborhood association meetings and events, the programs and services of the City's Multicultural Engagement Program, including translation and interpretation and Spanish and Chinese Language Civic Leadership Programs, adoption of the City's Language Access and Multicultural Community Engagement Administration Instruction, and posting public meeting agendas, including City Council agendas, on the bulletin board outside City Hall, as well as incorporating the direction by the Council Policy and Procedures Committee (CPPC), summarized below.

CPPC Recommendation

Staff presented the recommended policy to the CPPC on May 6, 2026. The CPPC recommended the following modifications:

- **Additions to Section 1** – include additional flexible language for each communication tool, platform, and product to provide for different channels and technology, as applicable; the addition of storyboards and passive/physical signage; and the option, if necessary, to stay current, removing the reference to different communication tools and products, and reference to an administrative "Exhibit."
- **Enhancements to Section 2** – incorporate other outreach that is conducted to nonprofits, community-based organizations, and others, as consistent with City practices.

The final recommended Council Policy includes the CPPC's direction above, except for the use of an administrative "Exhibit," which was determined to not be necessary.

Staff recommends adoption of a resolution to adopt Council Policy A-13b, Community Engagement in Public Meetings. Adoption of this policy is necessary to meet the statutory requirements for encouraging community engagement and participation in public meetings. City Council approval of the policy will ensure the City remains in compliance with the Brown Act while continuing to encourage broad and inclusive participation in public meetings, with particular attention to underrepresented and non-English-speaking communities.

FISCAL IMPACT

The new mandates required by SB 707 are not reimbursable by the state. Most actions required by the legislation reflect current City practices and can be implemented with existing resources. No appropriation is needed at this time.

LEVINE ACT

California Government Code Section 84308 (also known as the Levine Act) prohibits city officials from participating in any proceeding involving a “license, permit, or other entitlement for use” if the official has received a campaign contribution exceeding \$500 from a party, participant, or agent of a party or participant within the last 12 months. The Levine Act is intended to prevent financial influence on decisions that affect specific, identifiable persons or participants. For more information, see the Fair Political Practices Commission website: www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.html

Please see below for information about whether the recommended action for this agenda item is subject to or exempt from the Levine Act.

EXEMPT FROM THE LEVINE ACT

General policy and legislative actions

ALTERNATIVES

1. Modify the recommended policy and adopt a resolution to ensure compliance with the new Senate Bill 707 provisions of the Brown Act.
2. Do not approve the recommended policy and resolution.
3. Provide other direction.

PUBLIC NOTICING

Agenda posting.

Prepared by:

Lenka Wright
Chief Communications Officer

Kimberly S. Thomas
Deputy City Manager

Approved by:

Audrey D. Seymour
Assistant City Manager

- Attachments:
1. Resolution –Authorizing the Adoption of Council Policy, A-13b
 2. Council Policy, A-13b Community Engagement in Public Meetings