

CITY of LAGUNA WOODS CITY COUNCIL AGENDA

Adjourned Regular Meeting
Tuesday, February 24, 2026
12:30 p.m.

Laguna Woods City Hall
24264 El Toro Road
Laguna Woods, CA 92637

Annie McCary
Mayor

Pearl Lee
Mayor Pro Tem

Cynthia Conners
Councilmember



Shari L. Horne
Councilmember

Carol Moore
Councilmember

Welcome to a meeting of the Laguna Woods City Council!

This meeting may be recorded, televised, and made publicly available.

Public Comments/Testimony: Public comments/testimony are accepted in-person and in writing. For more information, please refer to page three of this agenda.

Americans with Disabilities Act (ADA): It is the intention of the City of Laguna Woods to comply with the ADA. If you need assistance to participate in this meeting, please contact either the City Clerk's Office at (949) 639-0500 or the California Relay Service at (800) 735-2929/TTY (800) 735-2922. The City of Laguna Woods requests at least two business days' notice in order to effectively facilitate the provision of reasonable accommodations.

REGULAR MEETING SCHEDULE

The Laguna Woods City Council meets regularly on the third Wednesday of each month at 2 p.m.

AGENDA POSTING AND AVAILABILITY

Regular and Adjourned Regular Meetings: Pursuant to California Government Code Section 54954.2, the City of Laguna Woods posts agendas at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637; on the City of Laguna Woods' website (www.cityoflagunawoods.org); and, at other locations designated by Resolution No. 24-08, at least 72 hours in advance of regular and adjourned regular meetings. Agendas and agenda materials are available at Laguna Woods City Hall during normal business hours and on the City of Laguna Woods' website. Printed copies of agendas and agenda materials are provided at no charge in advance of meetings. After meetings have occurred, a per page fee is charged for printed copies except when prohibited by law.

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FOR ADDITIONAL INFORMATION

For additional information regarding this agenda, please contact the City Clerk's Office at (949) 639-0500, cityhall@cityoflagunawoods.org, or 24264 El Toro Road, Laguna Woods, CA 92637.

AFFIDAVIT OF POSTING

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss.
CITY OF LAGUNA WOODS)

I, Yolie Trippy, City Clerk, City of Laguna Woods, hereby certify under penalty of perjury that this agenda was posted at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637; on the City's website (www.cityoflagunawoods.org); and, at other locations designated by Resolution No. 24-08, pursuant to California Government Code Section 54954.2.

/s/ Yolie Trippy _____
YOLIE TRIPPY, CMC, City Clerk

2/20/26 _____
Date

OPTIONS FOR PUBLIC COMMENTS/TESTIMONY

1. In Person

Members of the public wishing to address the City Council on items appearing on this agenda are advised to indicate their interest in doing so by submitting a speaker card to City staff or proceeding to the podium, one-by-one, at the time an item is considered.

Members of the public wishing to address the City Council on items *not* appearing on this agenda may do so during Item V.

Each speaker will have the opportunity to speak for up to three minutes once per agenda item, unless otherwise allowed by the City Council.

To ensure each speaker is provided with an uninterrupted opportunity to speak for the full time allotted, members of the City Council and City staff are asked to reserve any responses they wish to make to public comments until after each speaker has completed their comments.

Speakers are requested, but not required, to identify themselves, both on any speaker cards and in comments/testimony. Speakers are advised that their names and any information submitted on speaker cards or otherwise provided in writing to the City may be disclosed or become a matter of public record. No speaker should expect privacy of such information.

2. In Writing

Written public comments/testimony should be clearly marked as such and may be mailed or delivered to Laguna Woods City Hall (24264 El Toro Road, Laguna Woods, CA 92637) or sent via email (cityhall@cityoflagunawoods.org) provided that they are received by the City of Laguna Woods prior to 12:30 p.m. on the day of this meeting.

Written public comments/testimony will be provided to the Laguna Woods City Council and included in the City Clerk's written record of this meeting.

Parties submitting written public comments/testimony are requested, but not required, to identify themselves. Parties are advised that their names, email addresses, and any information submitted in writing to the City of Laguna Woods may be disclosed or become a matter of public record. No party should expect privacy of such information.

REMOTE VIEWING AND/OR LISTENING OPPORTUNITIES

The City of Laguna Woods plans to offer the following remote viewing and/or listening opportunities as a courtesy for this meeting. These opportunities are not guaranteed to be operable, technically feasible, or uninterrupted. The instructions provided are not guaranteed to be correct or all-inclusive as Zoom and YouTube may modify interfaces and interfaces may differ by device or application. Members of the public who wish to ensure that they are able to view and/or listen to this meeting should attend in person.

1. Zoom (on a computer)

The City of Laguna Woods plans to live stream this meeting on Zoom (audio and/or video). ***Public comments/testimony will not be accepted via Zoom.***

- Visit www.zoomgov.com
- Click on “Join” (if given an option select “by meeting ID”)
- Enter the following meeting ID: 161 072 9295
- Click on “Join”
- Open the Zoom application following the on-screen prompts
- Enter the following meeting passcode: 24264
- Follow any additional prompts and enter information as required by Zoom

Parties are advised that information they provide to Zoom may be publicly visible and/or visible to the City of Laguna Woods and others. No party should expect privacy of such information.

2. Zoom (on a telephone)

The City of Laguna Woods plans to live stream this meeting on Zoom (audio and/or video). ***Public comments/testimony will not be accepted via Zoom.***

- Call (415) 449-4000
- Follow the prompts and provide the information required by Zoom
- When prompted for a meeting ID enter 161 072 9295
- There is no participant ID; follow prompts to bypass
- If asked for a passcode enter 24264

Parties are advised that their telephone number and information provided to Zoom may be publicly visible and/or visible to the City of Laguna Woods and others. No party should expect privacy of such information.

3. YouTube

The City of Laguna Woods plans to live stream this meeting on YouTube (audio and/or video). ***Public comments/testimony will not be accepted via YouTube.***

- Visit www.youtube.com/@cityoflagunawoods
- Click on “Live”
- Click on “Laguna Woods Channel 3”

Parties are advised that information they provide to YouTube may be publicly visible and/or visible to the City of Laguna Woods and others. No party should expect privacy of such information.

4. Cable Television

The City of Laguna Woods plans to broadcast this meeting on cable television Channel 3 within Laguna Woods Village (audio and/or video). ***Public comments/testimony will not be accepted via cable television Channel 3.***

I. CALL TO ORDER

Introductory Notes: Members of the public wishing to address the City Council on items appearing on this agenda are advised to indicate their interest in doing so by submitting a speaker card to City staff or proceeding to the podium, one-by-one, at the time an item is considered.

Members of the public wishing to address the City Council on items *not* appearing on this agenda may do so during Item V.

Each speaker will have the opportunity to speak for up to three minutes once per agenda item, unless otherwise allowed by the City Council.

To ensure each speaker is provided with an uninterrupted opportunity to speak for the full time allotted, members of the City Council and City staff are asked to reserve any responses they wish to make to public comments until after each speaker has completed their comments.

Speakers are requested, but not required, to identify themselves, both on any speaker cards and in comments/testimony. Speakers are advised that their names and any information submitted on speaker cards or otherwise provided in writing to the City may be disclosed or become a matter of public record. No speaker should expect privacy of such information.

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE

IV. PRESENTATIONS AND CEREMONIAL MATTERS – None

V. PUBLIC COMMENTS ON NON-AGENDA ITEMS

About Public Comments on Non-Agenda Items: This is the time and place for members of the public to address the City Council on items *not* appearing on this agenda. As a reminder, each speaker will have the opportunity to speak once for up to three minutes, unless otherwise allowed by the City Council.

To ensure each speaker is provided with an uninterrupted opportunity to speak for the full time allotted, members of the City Council and City staff are asked to reserve any responses they wish to make to public comments until after each speaker has completed their comments.

Please note that, pursuant to state law, the City Council is unable to take action on items not appearing on this agenda, but may ask clarifying questions of the speaker, engage in brief discussion, refer items to City staff, and/or schedule items for consideration at future meetings.

VI. CITY TREASURER'S REPORT – None; the monthly City Treasurer's Report was provided at the regular meeting on February 18, 2026

VII. CONSENT CALENDAR

About the Consent Calendar: All items appearing on the Consent Calendar are considered by the City Manager to be routine and will be enacted by one vote. There will be no separate discussion of these items unless a member of the City Council or City staff requests that specific items be removed from the Consent Calendar for separate discussion and consideration of action.

Members of the public may address the City Council on any item appearing on the Consent Calendar at the time the item is considered, regardless of whether or not the item has been removed from the Consent Calendar.

Items that are removed from the Consent Calendar will be considered after the items remaining on the Consent Calendar.

7.1 Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 9

Recommendation:

1. Approve the final record plans and specifications reflecting completion of the "Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 9" as prepared by the project engineer.

AND

2. Accept project completion of the contract agreement with CT&T Concrete Paving, Inc. for the construction of the "Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 9" and authorize the City Manager to execute and record, or cause to be executed and recorded, a notice of completion with the County of Orange.

AND

3. Authorize the City Manager to release the contract retention payment withheld per state law, and exonerate project posted bonds, for the “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 9,” 35 days following recordation of the notice of completion with the County of Orange, to the extent allowed by state law.

7.2 Distribution of the Ralph M. Brown Act

Recommendation: Receive and file a copy of the Ralph M. Brown Act (Chapter 9 of Part 1 of Division 2 of Title 5 of the California Government Code), as required by California Government Code Section 54952.7.

VIII. PUBLIC HEARINGS – None

IX. CITY COUNCIL BUSINESS

9.1 Fiscal Years 2026-36 Pavement Management Plan

Recommendation:

1. Adopt a resolution titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, CONCERNING THE STATUS AND UPDATE OF THE PAVEMENT MANAGEMENT PLAN FOR THE MEASURE M2 (M2) PROGRAM, ADOPTING A PAVEMENT MANAGEMENT PLAN FOR FISCAL YEARS 2026-27 THROUGH 2035-36, AND DETERMINING AND CERTIFYING THAT THE ORDINANCE IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

AND

2. Direct staff to advance the Fiscal Years 2026-36 Pavement Management Plan’s proposed project for Fiscal Year 2027-28 to be completed together with the proposed project for Fiscal Year 2026-27 in Fiscal Year 2026-27.

9.2 City Hall Refurbishment and Safety Project: Phase 5

Recommendation: Provide direction to staff on improvements to be made as part of the City Hall Refurbishment and Safety Project: Phase 5.

9.3 Commercial Objective Design Standards Project

Recommendation:

1. Provide direction to staff on the preparation and adoption of design standards for new development and redevelopment projects in commercial zoning districts including, but not limited to, objective design and development regulations.

AND

2. Waive the provisions set forth in Laguna Woods Municipal Code Section 3.06.080(c) related to competitive bidding and authorize the City Manager to enter into agreements with JZMK Partners, Inc. to provide professional services related to the preparation and adoption of design standards for new development and redevelopment projects in commercial zoning districts, subject to approval as to form by the City Attorney, in an amount not to exceed \$80,000 (including work already completed or contracted for).

X. CITY COUNCIL REPORTS AND COMMENTS

About City Council Reports and Comments: This is the time and place for members of the City Council to provide reports on meetings attended including, but not limited to, meetings of regional boards and entities to which they have been appointed to represent the City of Laguna Woods and meetings attended at the expense of the City of Laguna Woods pursuant to California Government Code Section 53232.3. Members of the City Council may also make other comments and announcements.

10.1 Coastal Greenbelt Authority

Mayor McCary, First Alternate: Mayor Pro Tem Lee, Second Alternate:
Councilmember Conners

10.2 Orange County Fire Authority

Councilmember Horne

10.3 Orange County Library Advisory Board

Councilmember Moore; Alternate: Mayor McCary

10.4 Orange County Mosquito and Vector Control District
Mayor Pro Tem Lee

10.5 San Joaquin Hills Transportation Corridor Agency
Councilmember Conners; Alternate: Mayor Pro Tem Lee

10.6 South Orange County Watershed Management Area
Councilmember Moore; Alternate: Mayor McCary

10.7 Liaisons to Laguna Woods Community Bridge Builders
Mayor McCary and Councilmember Horne

10.8 Other Comments and Reports

XI. CLOSED SESSION

Closed Session Note: While members of the public are not permitted to attend closed session, prior to convening in closed session, the City Council will accept public comments on items appearing on the closed session agenda.

XII. CLOSED SESSION REPORT

XIII. ADJOURNMENT

Next Regular Meeting: Wednesday, March 18, 2026 at 2 p.m.
Laguna Woods City Hall
24264 El Toro Road, Laguna Woods, CA 92637

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7.0 CONSENT CALENDAR SUMMARY

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City of Laguna Woods

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Christopher Macon, City Manager

FOR: February 24, 2026 City Council Meeting

SUBJECT: Consent Calendar Summary

Recommendation

Approve all proposed actions on the February 24, 2026 Consent Calendar by single motion and City Council action.

Background

All items appearing on the Consent Calendar are considered by the City Manager to be routine and will be enacted by one vote. There will be no separate discussion of these items unless a member of the City Council or City staff requests that specific items be removed from the Consent Calendar for separate discussion and consideration of action.

Members of the public may address the City Council on any item appearing on the Consent Calendar at the time the item is considered, regardless of whether or not the item has been removed from the Consent Calendar.

Items that are removed from the Consent Calendar will be considered after the items remaining on the Consent Calendar.

Summary

The February 24, 2026 Consent Calendar contains the following items:

7.1 Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 9

[1] Approval of the final record plans and specifications reflecting completion of the "Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project:

Phase 9” as prepared by the project engineer.

AND

[2] Acceptance of project completion of the contract agreement with CT&T Concrete Paving, Inc. for the construction of the “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 9” and authorization for the City Manager to execute and record, or cause to be executed and recorded, a notice of completion with the County of Orange.

AND

[3] Authorization for the City Manager to release the contract retention payment withheld per state law, and exonerate project posted bonds, for the “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 9,” 35 days following recordation of the notice of completion with the County of Orange, to the extent allowed by state law.

An agenda report is included with additional information.

7.2 Distribution of the Ralph M. Brown Act

Receive and file a copy of the Ralph M. Brown Act (Chapter 9 of Part 1 of Division 2 of Title 5 of the California Government Code), as required by California Government Code Section 54952.7. California Assembly Bill 707 (Durazo, Chapter 327, Statutes of 2025) took effect on January 1, 2026 and requires that a copy of the Ralph M. Brown Act (often referred to as “California’s Open Meeting Law”) be provided to serving and newly elected or appointed members of the City Council.

7.1

**AMERICANS WITH DISABILITIES (ADA)
PEDESTRIAN ACCESSIBILITY IMPROVEMENT
PROJECT: PHASE 9**

For additional information on this item,
please refer to Item 7.0 (Consent Calendar Summary).

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City of Laguna Woods

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Christopher Macon, City Manager

FOR: February 24, 2026 City Council Meeting

SUBJECT: Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 9

Recommendation

1. Approve the final record plans and specifications reflecting completion of the “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 9” as prepared by the project engineer.

AND

2. Accept project completion of the contract agreement with CT&T Concrete Paving, Inc. for the construction of the “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 9” and authorize the City Manager to execute and record, or cause to be executed and recorded, a notice of completion with the County of Orange.

AND

3. Authorize the City Manager to release the contract retention payment withheld per state law, and exonerate project posted bonds, for the “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 9,” 35 days following recordation of the notice of completion with the County of Orange, to the extent allowed by state law.

Summary

The Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 9 (“base project”) is included in the Fiscal Years 2025-36 Capital Improvement Program. Due to lower than anticipated costs and the City receiving funding for its

waitlist/expanded scope project, the base project has been split into three phases – 9, 9B, and Expanded Scope – all funded by a federal grant.

- Phase 9 involves the reconstruction of the following driveway crossings: (1) El Toro Road adjacent to the Lutheran Church of the Cross and (2) Santa Maria Avenue adjacent to Polly's Pies Restaurant & Bakery.
- Phase 9B involves removing and constructing concrete sidewalk panels, as well as traffic control, adjusting utility manholes and water valves to grade, re-establishing survey monuments, and replacing impacted existing pavement, painted striping, and pavement markings.
- Expanded Scope involves installing push button assemblies, Accessible Pedestrian Signals ("APS"), and conduit, as well as removing and constructing concrete sidewalk panels.

The City Council awarded the construction contract agreement for Phase 9 to CT&T Concrete Paving, Inc. on September 25, 2025. Construction is now complete.

Documents Available for Review

The final record plans and specifications reflecting completion of the Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 9 as prepared by the project engineer (NV5, Inc.) are available for public review at City Hall during normal working hours.

Report Prepared With: April Baumgarten, Public Works Administrator

7.2 DISTRIBUTION OF THE RALPH M. BROWN ACT

**For additional information on this item,
please refer to Item 7.0 (Consent Calendar Summary).**

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GOVERNMENT CODE - GOV

TITLE 5. LOCAL AGENCIES [50001 - 57607] (Title 5 added by Stats. 1949, Ch. 81.)

DIVISION 2. CITIES, COUNTIES, AND OTHER AGENCIES [53000 - 55821] (Division 2 added by Stats. 1949, Ch. 81.)

PART 1. POWERS AND DUTIES COMMON TO CITIES, COUNTIES, AND OTHER AGENCIES [53000 - 54999.7] (Part 1 added by Stats. 1949, Ch. 81.)

CHAPTER 9. Meetings [54950 - 54963] (Chapter 9 added by Stats. 1953, Ch. 1588.)

54950. In enacting this chapter, the Legislature finds and declares that the public commissions, boards and councils and the other public agencies in this State exist to aid in the conduct of the people's business. It is the intent of the law that their actions be taken openly and that their deliberations be conducted openly.

The people of this State do not yield their sovereignty to the agencies which serve them. The people, in delegating authority, do not give their public servants the right to decide what is good for the people to know and what is not good for them to know. The people insist on remaining informed so that they may retain control over the instruments they have created.

(Added by Stats. 1953, Ch. 1588.)

54950.5. This chapter shall be known as the Ralph M. Brown Act.

(Added by Stats. 1961, Ch. 115.)

54951. As used in this chapter, "local agency" means a county, city, whether general law or chartered, city and county, town, school district, municipal corporation, district, political subdivision, or any board, commission or agency thereof, or other local public agency.

(Amended by Stats. 1959, Ch. 1417.)

54952. As used in this chapter, "legislative body" means:

- (a) The governing body of a local agency or any other local body created by state or federal statute.
- (b) A commission, committee, board, or other body of a local agency, whether permanent or temporary, decisionmaking or advisory, created by charter, ordinance, resolution, or formal action of a legislative body. However, advisory committees, composed solely of the members of the legislative body that are less than a quorum of the legislative body are not legislative bodies, except that standing committees of a legislative body, irrespective of their composition, which have a continuing subject matter jurisdiction, or a meeting schedule fixed by charter, ordinance, resolution, or formal action of a legislative body are legislative bodies for purposes of this chapter.
- (c) (1) A board, commission, committee, or other multimember body that governs a private corporation, limited liability company, or other entity that either:
 - (A) Is created by the elected legislative body in order to exercise authority that may lawfully be delegated by the elected governing body to a private corporation, limited liability company, or other entity.
 - (B) Receives funds from a local agency and the membership of whose governing body includes a member of the legislative body of the local agency appointed to that governing body as a full voting member by the legislative body of the local agency.
- (2) Notwithstanding subparagraph (B) of paragraph (1), no board, commission, committee, or other multimember body that governs a private corporation, limited liability company, or other entity that receives funds from a local agency and, as of February 9, 1996, has a member of the legislative body of the local agency as a full voting

member of the governing body of that private corporation, limited liability company, or other entity shall be relieved from the public meeting requirements of this chapter by virtue of a change in status of the full voting member to a nonvoting member.

(d) The lessee of any hospital the whole or part of which is first leased pursuant to subdivision (p) of Section 32121 of the Health and Safety Code after January 1, 1994, where the lessee exercises any material authority of a legislative body of a local agency delegated to it by that legislative body whether the lessee is organized and operated by the local agency or by a delegated authority.

(Amended by Stats. 2002, Ch. 1073, Sec. 2. Effective January 1, 2003.)

54952.1. Any person elected to serve as a member of a legislative body who has not yet assumed the duties of office shall conform his or her conduct to the requirements of this chapter and shall be treated for purposes of enforcement of this chapter as if he or she has already assumed office.

(Amended by Stats. 1994, Ch. 32, Sec. 2. Effective March 30, 1994. Operative April 1, 1994, by Sec. 23 of Ch. 32.)

54952.2. (a) As used in this chapter, "meeting" means any congregation of a majority of the members of a legislative body at the same time and location, including teleconference location as permitted by Section 54953, to hear, discuss, deliberate, or take action on any item that is within the subject matter jurisdiction of the legislative body.

(b) (1) A majority of the members of a legislative body shall not, outside a meeting authorized by this chapter, use a series of communications of any kind, directly or through intermediaries, to discuss, deliberate, or take action on any item of business that is within the subject matter jurisdiction of the legislative body.

(2) Paragraph (1) shall not be construed as preventing an employee or official of a local agency, from engaging in separate conversations or communications outside of a meeting authorized by this chapter with members of a legislative body in order to answer questions or provide information regarding a matter that is within the subject matter jurisdiction of the local agency, if that person does not communicate to members of the legislative body the comments or position of any other member or members of the legislative body.

(3) (A) Paragraph (1) shall not be construed as preventing a member of the legislative body from engaging in separate conversations or communications on an internet-based social media platform to answer questions, provide information to the public, or to solicit information from the public regarding a matter that is within the subject matter jurisdiction of the legislative body provided that a majority of the members of the legislative body do not use the internet-based social media platform to discuss among themselves business of a specific nature that is within the subject matter jurisdiction of the legislative body. A member of the legislative body shall not respond directly to any communication on an internet-based social media platform regarding a matter that is within the subject matter jurisdiction of the legislative body that is made, posted, or shared by any other member of the legislative body.

(B) For purposes of this paragraph, all of the following definitions shall apply:

(i) "Discuss among themselves" means communications made, posted, or shared on an internet-based social media platform between members of a legislative body, including comments or use of digital icons that express reactions to communications made by other members of the legislative body.

(ii) "Internet-based social media platform" means an online service that is open and accessible to the public.

(iii) "Open and accessible to the public" means that members of the general public have the ability to access and participate, free of charge, in the social media platform without the approval by the social media platform or a person or entity other than the social media platform, including any forum and chatroom, and cannot be blocked from doing so, except when the internet-based social media platform determines that an individual violated its protocols or rules.

(c) Nothing in this section shall impose the requirements of this chapter upon any of the following:

(1) Individual contacts or conversations between a member of a legislative body and any other person that do not violate subdivision (b).

(2) The attendance of a majority of the members of a legislative body at a conference or similar gathering open to the public that involves a discussion of issues of general interest to the public or to public agencies of the type represented by the legislative body, provided that a majority of the members do not discuss among themselves, other than as part of the scheduled program, business of a specified nature that is within the subject matter jurisdiction of the local agency. Nothing in this paragraph is intended to allow members of the public free admission to a conference or similar gathering at which the organizers have required other participants or registrants to pay fees or charges as a condition of attendance.

(3) The attendance of a majority of the members of a legislative body at an open and publicized meeting organized to address a topic of local community concern by a person or organization other than the local agency, provided that a majority of the members do not discuss among themselves, other than as part of the scheduled program, business of a specific nature that is within the subject matter jurisdiction of the legislative body of the local agency.

(4) The attendance of a majority of the members of a legislative body at an open and noticed meeting of another body of the local agency, or at an open and noticed meeting of a legislative body of another local agency, provided that a majority of the members do not discuss among themselves, other than as part of the scheduled meeting, business of a specific nature that is within the subject matter jurisdiction of the legislative body of the local agency.

(5) The attendance of a majority of the members of a legislative body at a purely social or ceremonial occasion, provided that a majority of the members do not discuss among themselves business of a specific nature that is within the subject matter jurisdiction of the legislative body of the local agency.

(6) The attendance of a majority of the members of a legislative body at an open and noticed meeting of a standing committee of that body, provided that the members of the legislative body who are not members of the standing committee attend only as observers.

(Amended (as amended by Stats. 2020, Ch. 89, Sec. 1) by Stats. 2025, Ch. 327, Sec. 1. (SB 707) Effective January 1, 2026.)

54952.3. (a) A legislative body that has convened a meeting and whose membership constitutes a quorum of any other legislative body may convene a meeting of that other legislative body, simultaneously or in serial order, only if a clerk or a member of the convened legislative body verbally announces, prior to convening any simultaneous or serial order meeting of that subsequent legislative body, the amount of compensation or stipend, if any, that each member will be entitled to receive as a result of convening the simultaneous or serial meeting of the subsequent legislative body and identifies that the compensation or stipend shall be provided as a result of convening a meeting for which each member is entitled to collect compensation or a stipend. However, the clerk or member of the legislative body shall not be required to announce the amount of compensation if the amount of compensation is prescribed in statute and no additional compensation has been authorized by a local agency.

(b) For purposes of this section, compensation and stipend shall not include amounts reimbursed for actual and necessary expenses incurred by a member in the performance of the member's official duties, including, but not limited to, reimbursement of expenses relating to travel, meals, and lodging.

(Added by Stats. 2011, Ch. 91, Sec. 1. (AB 23) Effective January 1, 2012.)

54952.6. As used in this chapter, "action taken" means a collective decision made by a majority of the members of a legislative body, a collective commitment or promise by a majority of the members of a legislative body to make a positive or a negative decision, or an actual vote by a majority of the members of a legislative body when sitting as a body or entity, upon a motion, proposal, resolution, order or ordinance.

(Added by Stats. 1961, Ch. 1671.)

54952.7. A local agency shall provide a copy of this chapter to any person elected or appointed to serve as a member of a legislative body of the local agency.

(Amended by Stats. 2025, Ch. 327, Sec. 3. (SB 707) Effective January 1, 2026.)

54953. (a) All meetings of the legislative body of a local agency shall be open and public, and all persons shall be permitted to attend any meeting of the legislative body of a local agency, except as otherwise provided in this chapter.

(b) (1) Notwithstanding any other provision of law, the legislative body of a local agency may use teleconferencing for the benefit of the public and the legislative body of a local agency in connection with any meeting or proceeding

authorized by law. The teleconferenced meeting or proceeding shall comply with all otherwise applicable requirements of this chapter and all otherwise applicable provisions of law relating to a specific type of meeting or proceeding.

(2) Teleconferencing, as authorized by this section, may be used for all purposes in connection with any meeting within the subject matter jurisdiction of the legislative body. If the legislative body of a local agency elects to use teleconferencing, the legislative body of a local agency shall comply with all of the following:

(A) All votes taken during a teleconferenced meeting shall be by rollcall.

(B) The teleconferenced meetings shall be conducted in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the legislative body of a local agency.

(C) The legislative body shall give notice of the meeting and post agendas as otherwise required by this chapter.

(D) The legislative body shall allow members of the public to access the meeting and the agenda shall provide an opportunity for members of the public to address the legislative body directly pursuant to Section 54954.3.

(3) If the legislative body of a local agency elects to use teleconferencing, it shall post agendas at all teleconference locations. Each teleconference location shall be identified in the notice and agenda of the meeting or proceeding, and each teleconference location shall be accessible to the public. During the teleconference, at least a quorum of the members of the legislative body shall participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction, except as expressly provided in this chapter.

(4) The teleconferencing requirements of this subdivision shall not apply to remote participation described in subdivision (c).

(c) (1) Nothing in this chapter shall be construed to prohibit a member of a legislative body with a disability from participating in any meeting of the legislative body by remote participation as a reasonable accommodation pursuant to any applicable law.

(2) A member of a legislative body participating in a meeting by remote participation pursuant to this subdivision shall do both of the following:

(A) The member shall participate through both audio and visual technology, except that any member with a disability, as defined in Section 12102 of Title 42 of the United States Code, may participate only through audio technology if a physical condition related to their disability results in a need to participate off camera.

(B) The member shall disclose at the meeting before any action is taken, whether any other individuals 18 years of age or older are present in the room at the remote location with the member, and the general nature of the member's relationship with any of those individuals.

(3) Remote participation under this subdivision shall be treated as in-person attendance at the physical meeting location for all purposes, including any requirement that a quorum of the legislative body participate from any particular location. The provisions of subdivision (b) and Sections 54953.8 to 54953.8.7, inclusive, shall not apply to remote participation under this subdivision.

(d) (1) No legislative body shall take action by secret ballot, whether preliminary or final.

(2) The legislative body of a local agency shall publicly report any action taken and the vote or abstention on that action of each member present for the action.

(3) (A) Prior to taking final action, the legislative body shall orally report a summary of a recommendation for a final action on the salaries, salary schedules, or compensation paid in the form of fringe benefits of either of the following during the open meeting in which the final action is to be taken:

(i) A local agency executive, as defined in subdivision (d) of Section 3511.1.

(ii) A department head or other similar administrative officer of the local agency.

(B) This paragraph shall not affect the public's right under the California Public Records Act (Division 10 (commencing with Section 7920.000) of Title 1) to inspect or copy records created or received in the process of developing the recommendation.

(e) For purposes of this section, both of the following definitions apply:

ITEM 7.2

(1) "Disability" means a physical disability or a mental disability as those terms are defined in Section 12926 and used in Section 12926.1, or a disability as defined in Section 12102 of Title 42 of the United States Code.

(2) (A) "Teleconference" means a meeting of a legislative body, the members of which are in different locations, connected by electronic means, through either audio or video, or both.

(B) Notwithstanding subparagraph (A), "teleconference" does not include one or more members watching or listening to a meeting via webcasting or any other similar electronic medium that does not permit members to interactively speak, discuss, or deliberate on matters.

(3) "Remote participation" means participation in a meeting by teleconference at a location other than any physical meeting location designated in the notice of the meeting.

(Amended (as amended by Stats. 2023, Ch. 534, Sec. 2) by Stats. 2025, Ch. 327, Sec. 4. (SB 707) Effective January 1, 2026.)

54953.1. The provisions of this chapter shall not be construed to prohibit the members of the legislative body of a local agency from giving testimony in private before a grand jury, either as individuals or as a body.

(Added by Stats. 1979, Ch. 950.)

54953.2. All meetings of a legislative body of a local agency that are open and public shall meet the protections and prohibitions contained in Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof.

(Added by Stats. 2002, Ch. 300, Sec. 5. Effective January 1, 2003.)

54953.3. A member of the public shall not be required, as a condition to attendance at a meeting of a legislative body of a local agency, to register his or her name, to provide other information, to complete a questionnaire, or otherwise to fulfill any condition precedent to his or her attendance.

If an attendance list, register, questionnaire, or other similar document is posted at or near the entrance to the room where the meeting is to be held, or is circulated to the persons present during the meeting, it shall state clearly that the signing, registering, or completion of the document is voluntary, and that all persons may attend the meeting regardless of whether a person signs, registers, or completes the document.

(Amended by Stats. 1981, Ch. 968, Sec. 28.)

54953.4. (a) The Legislature finds and declares that public access, including through translation of agendas as required by this section, is necessary for an informed populace. The Legislature encourages local agencies to adopt public access requirements that exceed the requirements of this chapter by translating additional languages, employing human translators, and conducting additional outreach.

(b) (1) In addition to any other applicable requirements of this chapter, a meeting held by a eligible legislative body pursuant to this chapter shall comply with both of the following requirements:

(A) (i) (I) (ia) All open and public meetings shall include an opportunity for members of the public to attend via a two-way telephonic service or a two-way audiovisual platform, except if adequate telephonic or internet service is not operational at the meeting location. If adequate telephonic or internet service is operational at the meeting location during only a portion of the meeting, the legislative body shall include an opportunity for members of the public to attend via a two-way telephonic service or a two-way audiovisual platform during that portion of the meeting.

(ib) (Ia) On or before July 1, 2026, an eligible legislative body shall approve at a noticed public meeting in open session, not on the consent calendar, a policy regarding disruption of telephonic or internet service occurring during meetings subject to this sub-subclause. The policy shall address the procedures for recessing and reconvening a meeting in the event of disruption and the efforts that the eligible legislative body shall make to attempt to restore the service.

(Ib) If a disruption of telephonic or internet service that prevents members of the public from attending or observing the meeting via the two-way telephonic service or two-way audiovisual platform occurs during the meeting, the eligible legislative body shall recess the open session of the meeting for at least one hour and make a good faith attempt to restore the service. The eligible legislative body may meet in closed session during this period. The eligible legislative body

shall not reconvene the open session of the meeting until at least one hour following the disruption, or until telephonic or internet service is restored, whichever is earlier.

(Ic) Upon reconvening the open session, if telephonic or internet service has not been restored, the eligible legislative body shall adopt a finding by rollcall vote that good faith efforts to restore the telephonic or internet service have been made in accordance with the policy adopted pursuant to sub-sub-subclause (Ia) and that the public interest in continuing the meeting outweighs the public interest in remote public access.

(II) Subclause (I) does not apply to a meeting that is held to do any of the following:

(ia) Attend a judicial or administrative proceeding to which the local agency is a party.

(ib) Inspect real or personal property provided that the topic of the meeting is limited to items directly related to the real or personal property.

(ic) Meet with elected or appointed officials of the United States or the State of California, solely to discuss a legislative or regulatory issue affecting the local agency and over which the federal or state officials have jurisdiction.

(id) Meet in or nearby a facility owned by the agency, provided that the topic of the meeting is limited to items directly related to the facility.

(ie) Meet in an emergency situation pursuant to Section 54956.5.

(ii) If an eligible legislative body elects to provide a two-way audiovisual platform, the eligible legislative body shall publicly post and provide a call-in option, and activate any automatic captioning function during the meeting if an automatic captioning function is included with the two-way audiovisual platform. If an eligible legislative body does not elect to provide a two-way audiovisual platform, the eligible legislative body shall provide a two-way telephonic service for the public to participate in the meeting, pursuant to subclause (I).

(B) (i) All open and public meetings for which attendance via a two-way telephonic service or a two-way audiovisual platform is provided in accordance with paragraph (1) shall provide the public with an opportunity to provide public comment in accordance with Section 54954.3 via the two-way telephonic or two-way audiovisual platform, and ensure the opportunity for the members of the public participating via a two-way telephonic or two-way audiovisual platform to provide public comment with the same time allotment as a person attending a meeting in person.

(2) (A) An eligible legislative body shall reasonably assist members of the public who wish to translate a public meeting into any language or wish to receive interpretation provided by another member of the public, so long as the interpretation is not disrupting to the meeting, as defined in Section 54957.95. The eligible legislative body shall publicize instructions on how to request assistance under this subdivision. Assistance may include any of the following, as determined by the eligible legislative body:

(i) Arranging space for one or more interpreters at the meeting location.

(ii) Allowing extra time during the meeting for interpretation to occur.

(iii) Ensuring participants may utilize their personal equipment or reasonably access facilities for participants to access commercially available interpretation services.

(B) This section does not require an eligible legislative body to provide interpretation of any public meeting, however, an eligible legislative body may elect to provide interpretation of any public meeting.

(C) The eligible legislative body is not responsible for the content or accuracy of any interpretation facilitated, assisted with, or provided under this subdivision. An action shall not be commenced or maintained against the eligible legislative body arising from the content or accuracy of any interpretation facilitated, assisted with, or provided under this subdivision.

(3) An eligible legislative body shall take the following actions to encourage residents, including those in underrepresented communities and non-English-speaking communities, to participate in public meetings:

(A) Have in place a system for electronically accepting and fulfilling requests for meeting agendas and documents pursuant to Section 54954.1 through email or through an integrated agenda management

platform. Information about how to make a request using this system shall be accessible through a prominent direct link posted on the primary internet website home page of the eligible legislative body.

(B) (i) Create and maintain an accessible internet webpage dedicated to public meetings that includes, or provides a link to, all of the following information:

(I) A general explanation of the public meeting process for the eligible legislative body.

(II) An explanation of the procedures for a member of the public to provide in-person or remote oral public comment during a public meeting or to submit written public comment.

(III) A calendar of all public meeting dates with calendar listings that include the date, time, and location of each public meeting.

(IV) The agenda posted online pursuant to paragraph (2) of subdivision (a) of Section 54954.2.

(ii) The eligible legislative body shall include a link to the webpage required by subparagraph (A) on the home page of the eligible legislative body's internet website.

(C) (i) Make reasonable efforts, as determined by the legislative body, to invite groups that do not traditionally participate in public meetings to attend those meetings, which may include, but are not limited to, all the following:

(I) Media organizations that provide news coverage in the jurisdiction of the eligible legislative body, including media organizations that serve non-English-speaking communities.

(II) Good government, civil rights, civic engagement, neighborhood, and community group organizations, or similar organizations that are active in the jurisdiction of the eligible legislative body, including organizations active in non-English-speaking communities.

(ii) Legislative bodies shall have broad discretion in the choice of reasonable efforts they make under this subparagraph. No action shall be commenced or maintained against an eligible legislative body arising from failing to provide public meeting information to any specific group pursuant to this subparagraph.

(c) (1) (A) The agenda for each meeting of an eligible legislative body shall be translated into all applicable languages, and each translation shall be posted in accordance with Section 54954.2. Each translation shall include instructions in the applicable language describing how to join the meeting by the telephonic or internet-based service option, including any requirements for registration for public comment.

(B) The accessible internet webpage provided under subparagraph (B) of paragraph (3) of subdivision (b) shall be translated into all applicable languages, and each translation shall be accessible through a prominent direct link posted on the primary internet website home page of the eligible legislative body.

(2) A translation made using a digital translation service shall satisfy the requirements of paragraph (1).

(3) The eligible legislative body shall make available a physical location that is freely accessible to the public in reasonable proximity to the physical location in which the agenda and translations are posted as described in paragraph (1), and shall allow members of the public to post additional translations of the agenda in that location.

(4) The eligible legislative body is not responsible for the content or accuracy of any translation provided pursuant to this subdivision. No action shall be commenced or maintained against an eligible legislative body arising from the content, accuracy, posting, or removal of any translation provided by the eligible legislative body or posted by any person pursuant to this subdivision.

(5) For the purposes of this section, the agenda does not include the entire agenda packet.

(d) This section shall not be construed to affect or supersede any other applicable civil rights, nondiscrimination, or public access laws.

(e) For purposes of this section, all of the following definitions apply:

(1) (A) "Applicable languages" means languages, according to data from the most recent American Community Survey, spoken jointly by 20 percent or more of the applicable population, provided that 20 percent or more of the population that speaks that language in that city or county speaks English less than "very well."

(B) For the purposes of subparagraph (A), the applicable population shall be determined as follows:

(i) For an eligible legislative body that is a city council or county board of supervisors, the applicable population shall be the population of the city or county.

(ii) For an eligible legislative body of a special district, the applicable population shall be either of the following, at the discretion of the board of directors of the special district:

(I) The population of the county with the greatest population within the boundaries of the special district.

(II) The population of the service area of the special district, if the special district has the data to determine what languages spoken by the population within its service area meet the requirements of paragraph (A).

(C) If more than three languages meet the criteria set forth in subparagraph (A), "applicable languages" shall mean the three languages described in subparagraph (A) that are spoken by the largest percentage of the population.

(D) An eligible legislative body may elect to determine the applicable languages based upon a source other than the most recent American Community Survey if it makes a finding, based upon substantial evidence, that the other source provides equally or more reliable data for the territory over which the eligible legislative body exercises jurisdiction.

(2) "Eligible legislative body" means any of the following:

(A) A city council of a city with a population of 30,000 or more.

(B) A county board of supervisors of a county, or city and county, with a population of 30,000 or more.

(C) A city council of a city located in a county with a population of 600,000 or more.

(D) The board of directors of a special district that has an internet website and meets any of the following conditions:

(i) The boundaries of the special district include the entirety of a county with a population of 600,000 or more, and the special district has over 200 full-time equivalent employees.

(ii) The special district has over 1,000 full-time equivalent employees.

(iii) The special district has annual revenues, based on the most recent Financial Transaction Report data published by the California State Controller, that exceed four hundred million dollars (\$400,000,000), adjusted annually for inflation commencing January 1, 2027, as measured by the percentage change in the California Consumer Price Index from January 1 of the prior year to January 1 of the current year, and the special district employs over 200 full-time equivalent employees.

(3) "Two-way audiovisual platform" means an online platform that provides participants with the ability to participate in a meeting via both an interactive video conference and a two-way telephonic service.

(4) "Two-way telephonic service" means a telephone service that does not require internet access and allows participants to dial a telephone number to listen and verbally participate.

(f) This section shall become operative on July 1, 2026.

(g) This section shall remain in effect only until January 1, 2030, and as of that date is repealed.

(Added by Stats. 2025, Ch. 327, Sec. 5. (SB 707) Effective January 1, 2026. Operative July 1, 2026, by its own provisions. Repealed as of January 1, 2030, by its own provisions.)

54953.5. (a) Any person attending an open and public meeting of a legislative body of a local agency shall have the right to record the proceedings in the absence of a reasonable finding by the legislative body of the local agency that the recording cannot continue without noise, illumination, or obstruction of view that constitutes, or would constitute, a persistent disruption of the proceedings.

(b) Any recording of an open and public meeting made for whatever purpose by or at the direction of the local agency shall be subject to inspection pursuant to the California Public Records Act (Division 10 (commencing with Section 7920.000) of Title 1), but, notwithstanding Section 34090, may be erased or destroyed 30 days after the recording. Any inspection of an audio or video recording shall be provided without charge on equipment made available by the local agency.

(Amended by Stats. 2025, Ch. 327, Sec. 6. (SB 707) Effective January 1, 2026.)

54953.6. No legislative body of a local agency shall prohibit or otherwise restrict the broadcast of its open and public meetings in the absence of a reasonable finding that the broadcast cannot be accomplished without noise, illumination, or obstruction of view that would constitute a persistent disruption of the proceedings.

(Amended by Stats. 1994, Ch. 32, Sec. 6. Effective March 30, 1994. Operative April 1, 1994, by Sec. 23 of Ch. 32.)

54953.7. Notwithstanding any other provision of law, legislative bodies of local agencies may impose requirements upon themselves which allow greater access to their meetings than prescribed by the minimal standards set forth in this chapter. In addition thereto, an elected legislative body of a local agency may impose those requirements on appointed legislative bodies of the local agency.

(Amended by Stats. 2025, Ch. 327, Sec. 7. (SB 707) Effective January 1, 2026.)

54953.8. (a) The legislative body of a local agency may use teleconferencing as authorized by subdivision (b) of Section 54953 without complying with the requirements of paragraph (3) of subdivision (b) of Section 54953 in any of the circumstances described in Sections 54953.8.1 to 54953.8.7, inclusive.

(b) A legislative body that holds a teleconference meeting pursuant to this section shall, in addition to any other applicable requirements of this chapter, comply with all of the following:

(1) The legislative body shall provide at least one of the following as a means by which the public may remotely hear and visually observe the meeting, and remotely address the legislative body:

(A) A two-way audiovisual platform.

(B) A two-way telephonic service and a live webcasting of the meeting.

(2) In each instance in which notice of the time of the teleconference meeting held pursuant to this section is otherwise given or the agenda for the meeting is otherwise posted, the legislative body shall also give notice of the means by which members of the public may access the meeting and offer public comment. The agenda shall identify and include an opportunity for all persons to attend via a call-in option or an internet-based service option.

(3) In the event of a disruption that prevents the legislative body from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the local agency's control that prevents members of the public from offering public comments using the call-in option or internet-based service option, the legislative body shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. Actions taken on agenda items during a disruption that prevents the legislative body from broadcasting the meeting may be challenged pursuant to Section 54960.1.

(4) The legislative body shall not require public comments to be submitted in advance of the meeting and must provide an opportunity for the public to address the legislative body and offer comment in real time.

(5) Notwithstanding Section 54953.3, an individual desiring to provide public comment through the use of an internet website, or other online platform, not under the control of the local legislative body, that requires registration to log in to a teleconference may be required to register as required by the third-party internet website or online platform to participate.

(6) (A) A legislative body that provides a timed public comment period for each agenda item shall not close the public comment period for the agenda item, or the opportunity to register, pursuant to paragraph (5), to provide public comment until that timed public comment period has elapsed.

(B) A legislative body that does not provide a timed public comment period, but takes public comment separately on each agenda item, shall allow a reasonable amount of time per agenda item to allow public members the opportunity to provide public comment, including time for members of the public to register pursuant to paragraph (5), or otherwise be recognized for the purpose of providing public comment.

(C) A legislative body that provides a timed general public comment period that does not correspond to a specific agenda item shall not close the public comment period or the opportunity to register, pursuant to

paragraph (5), until the timed general public comment period has elapsed.

(7) Any member of the legislative body who participates in a teleconference meeting from a remote location pursuant to this section and the specific provision of law that the member relied upon to permit their participation by teleconferencing shall be listed in the minutes of the meeting.

(8) The legislative body shall have and implement a procedure for receiving and swiftly resolving requests for reasonable accommodation for individuals with disabilities, consistent with the federal Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and resolving any doubt in favor of accessibility. In each instance in which notice of the time of the meeting is otherwise given or the agenda for the meeting is otherwise posted, the legislative body shall also give notice of the procedure for receiving and resolving requests for accommodation.

(9) The legislative body shall conduct meetings subject to this chapter consistent with applicable civil rights and nondiscrimination laws.

(c) A local agency shall identify and make available to legislative bodies a list of one or more meeting locations that may be available for use by the legislative bodies to conduct their meetings.

(d) (1) Nothing in this section shall prohibit a legislative body from providing the public with additional teleconference locations.

(2) Nothing in this section shall prohibit a legislative body from providing the public with additional physical locations in which the public may observe and address the legislative body by electronic means.

(e) A member of a legislative body who participates in a teleconference meeting from a remote location pursuant to this section shall publicly disclose at the meeting before any action is taken whether any other individuals 18 years of age or older are present in the room at the remote location with the member, and the general nature of the member's relationship with those individuals.

(f) The teleconferencing provisions described in Section 54953 and Sections 54953.8.1 to 54953.8.7, inclusive, are cumulative. A legislative body may elect to use any teleconferencing provisions that are applicable to a meeting, regardless of whether any other teleconferencing provisions would also be applicable to that meeting.

(g) For purposes of this section, the following definitions apply:

(1) "Remote location" means a location from which a member of a legislative body participates in a meeting pursuant to paragraph (7) of subdivision (b), other than any physical meeting location designated in the notice of the meeting. Remote locations need not be accessible to the public.

(2) "Teleconference" means a meeting of a legislative body, the members of which are in different locations, connected by electronic means, through either audio or video, or both.

(3) "Two-way audiovisual platform" means an online platform that provides participants with the ability to participate in a meeting via both an interactive video conference and a two-way telephonic service. A two-way audiovisual platform may be structured to disable the use of video for the public participants.

(4) "Two-way telephonic service" means a telephone service that does not require internet access and allows participants to dial a telephone number to listen and verbally participate.

(5) "Webcasting" means a streaming video broadcast online or on television, using streaming media technology to distribute a single content source to many simultaneous listeners and viewers.

(Added by Stats. 2025, Ch. 327, Sec. 8. (SB 707) Effective January 1, 2026.)

54953.8.1. (a) A health authority may conduct a teleconference meeting pursuant to Section 54953.8, provided that it complies with the requirements of that section.

(b) Nothing in this section or Section 54953.8 shall be construed as discouraging health authority members from regularly meeting at a common physical site within the jurisdiction of the authority or from using teleconference locations within or near the jurisdiction of the authority.

(c) For purposes of this section, a health authority means any entity created pursuant to Sections 14018.7, 14087.31, 14087.35, 14087.36, 14087.38, and 14087.9605 of the Welfare and Institutions Code, any joint powers authority created pursuant to Article 1 (commencing with Section 6500) of Chapter 5 of Division 7 for the purpose of contracting pursuant to Section 14087.3 of the Welfare and Institutions Code, and any advisory committee to a county-sponsored health plan licensed pursuant to Chapter 2.2 (commencing with Section 1340) of Division 2 of the Health and Safety Code if the advisory committee has 12 or more members.

(Added by Stats. 2025, Ch. 327, Sec. 9. (SB 707) Effective January 1, 2026.)

54953.8.2. (a) A legislative body of a local agency may conduct a teleconference meeting pursuant to Section 54953.8 during a proclaimed state of emergency or local emergency, provided that it complies with the requirements of that section and the teleconferencing is used in either of the following circumstances:

(1) For the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

(2) After a determination described in paragraph (1) is made that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

(b) If the state of emergency or local emergency remains active, in order to continue to teleconference pursuant to this section, the legislative body shall, no later than 45 days after teleconferencing for the first time pursuant to this section, and every 45 days thereafter, make the following findings by majority vote:

(1) The legislative body has reconsidered the circumstances of the state of emergency or local emergency.

(2) The state of emergency or local emergency continues to directly impact the ability of the members to meet safely in person.

(c) This section shall not be construed to require the legislative body to provide a physical location from which the public may attend or comment.

(d) Notwithstanding paragraph (1) of subdivision (b) of Section 54953.8, a legislative body conducting a teleconference meeting pursuant to this section may elect to use a two-way telephonic service without a live webcasting of the meeting.

(e) For purposes of this section, the following definitions apply:

(1) "Local emergency" means a condition of extreme peril to persons or property proclaimed by the governing body of the local agency affected, in accordance with Section 8630 of the California Emergency Services Act (Chapter 7 (commencing with Section 8550) of Division 1 of Title 2), as defined in Section 8680.9, or a local health emergency declared pursuant to Section 101080 of the Health and Safety Code. Local emergency, as used in this section, refers only to local emergencies in the boundaries of the territory over which the local agency exercises jurisdiction.

(2) "State of emergency" means state of emergency proclaimed pursuant to Section 8625 of the California Emergency Services Act (Chapter 7 (commencing with Section 8550) of Division 1 of Title 2).

(Added by Stats. 2025, Ch. 327, Sec. 10. (SB 707) Effective January 1, 2026.)

54953.8.3. (a) A legislative body of a local agency may conduct a teleconference meeting pursuant to Section 54953.8 if, during the teleconference meeting, at least a quorum of the members of the legislative body participates in person from a singular physical location clearly identified on the agenda, which location shall be open to the public and situated within the boundaries of the territory over which the local agency exercises jurisdiction, provided that the legislative body complies with the requirements of Section 54953.8 and all of the following additional requirements:

(1) A member of the legislative body notifies the legislative body at the earliest opportunity possible, including at the start of a regular meeting, of their need to participate remotely for just cause, including a general description of the circumstances relating to their need to appear remotely at the given meeting.

(2) The member shall participate through both audio and visual technology.

(3) (A) The provisions of this subdivision shall not serve as a means for any member of a legislative body to participate in meetings of the legislative body solely by teleconference from a remote location for just cause for more than the following number of meetings, as applicable:

(i) Two meetings per year, if the legislative body regularly meets once per month or less.

(ii) Five meetings per year, if the legislative body regularly meets twice per month.

(iii) Seven meetings per year, if the legislative body regularly meets three or more times per month.

(B) For the purpose of counting meetings attended by teleconference under this paragraph, a "meeting" shall be defined as any number of meetings of the legislative body of a local agency that begin on the same calendar day.

(b) The minutes for the meeting shall identify the specific provision in subdivision (c) that each member relied upon to participate remotely. This subdivision shall not be construed to require the member to disclose any medical diagnosis or disability, or any personal medical information that is otherwise exempt under existing law, including, but not limited to, the Confidentiality of Medical Information Act (Chapter 1 (commencing with Section 56) of Part 2.6 of Division 1 of the Civil Code).

(c) For purposes of this section, "just cause" means any of the following:

(1) Childcare or caregiving need of a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner that requires them to participate remotely. "Child," "parent," "grandparent," "grandchild," and "sibling" have the same meaning as those terms do in Section 12945.2.

(2) A contagious illness that prevents a member from attending in person.

(3) A need related to a physical or mental condition that is not subject to subdivision (c) of Section 54953.

(4) Travel while on official business of the legislative body or another state or local agency.

(5) An immunocompromised child, parent, grandparent, grandchild, sibling, spouse, or domestic partner of the member that requires the member to participate remotely.

(6) A physical or family medical emergency that prevents a member from attending in person.

(7) Military service obligations that result in a member being unable to attend in person because they are serving under official written orders for active duty, drill, annual training, or any other duty required as a member of the California National Guard or a United States Military Reserve organization that requires the member to be at least 50 miles outside the boundaries of the local agency.

(d) This section shall remain in effect only until January 1, 2030, and as of that date is repealed.

(Added by Stats. 2025, Ch. 327, Sec. 11. (SB 707) Effective January 1, 2026. Repealed as of January 1, 2030, by its own provisions.)

54953.8.4. (a) An eligible neighborhood council may conduct a teleconference meeting pursuant to Section 54953.8, provided that it complies with the requirements of that section and all of the following have occurred:

(1) (A) The city council for a city described in paragraph (2) of subdivision (b) considers whether to adopt a resolution to authorize eligible neighborhood councils to use teleconferencing as described in this section at an open and regular meeting.

(B) If the city council adopts a resolution described in subparagraph (A), an eligible neighborhood council may elect to use teleconferencing pursuant to this section if a majority of the eligible neighborhood council votes to do so. The eligible neighborhood council shall notify the city council if it elects to use teleconferencing pursuant to this section and its justification for doing so.

(C) Upon receiving notification from an eligible neighborhood council described in subparagraph (B), the city council may adopt a resolution to prohibit the eligible neighborhood council from using teleconferencing pursuant to this section.

(2) After completing the requirements of subparagraph (A) of paragraph (1), an eligible neighborhood council that holds a meeting pursuant to this subdivision shall do all of the following:

(A) At least a quorum of the members of the eligible neighborhood council shall participate from locations within the boundaries of the city in which the eligible neighborhood council is established.

(B) At least once per year, at least a quorum of the members of the eligible neighborhood council shall participate in person from a singular physical location that is open to the public and within the boundaries of the eligible neighborhood council.

(3) If the meeting is during regular business hours of the offices of the city council member that represents the area that includes the eligible neighborhood council, the eligible neighborhood council shall provide a publicly accessible physical location from which the public may attend or comment, which shall be the offices of the city council member who represents the area where the eligible neighborhood council is located, unless the eligible neighborhood council identifies an alternative location.

(4) If the meeting is outside regular business hours, the eligible neighborhood council shall make reasonable efforts to accommodate any member of the public that requests an accommodation to participate in the meeting.

(b) For purposes of this section, the following definitions apply:

(1) "Accommodation" means providing a publicly accessible physical location for the member of the public to participate from, providing access to technology necessary to participate in the meeting, or identifying locations or resources available that could provide the member of the public with an opportunity to participate in the meeting.

(2) "Eligible neighborhood council" means a neighborhood council that is an advisory body with the purpose to promote more citizen participation in government and make government more responsive to local needs that is established pursuant to the charter of a city with a population of more than 3,000,000 people that is subject to this chapter.

(c) This section shall remain in effect only until January 1, 2030, and as of that date is repealed.

(Added by Stats. 2025, Ch. 327, Sec. 12. (SB 707) Effective January 1, 2026. Repealed as of January 1, 2030, by its own provisions.)

54953.8.5. (a) An eligible community college student organization may conduct a teleconference meeting pursuant to Section 54953.8, provided that it complies with the requirements of that section and all of the following additional requirements:

(1) An eligible community college student organization may only use teleconferencing as described in Section 54953.8 after all the following have occurred:

(A) The board of trustees for a community college district considers whether to adopt a resolution to authorize eligible community college student organizations to use teleconferencing as described in this section at an open and regular meeting.

(B) If the board of trustees for a community college district adopts a resolution described in subparagraph (A), an eligible community college student organization may elect to use teleconferencing pursuant to this section if a majority of the eligible community college student organization votes to do so. The eligible community college student organization shall notify the board of trustees if it elects to use teleconferencing pursuant to this section and its justification for doing so.

(C) Upon receiving notification from an eligible community college student organization as described in subparagraph (B), the board of trustees may adopt a resolution to prohibit the eligible community college student organization from using teleconferencing pursuant to this section.

(D) (i) Except as specified in clause (ii), at least a quorum of the members of the eligible community college student organization shall participate from a singular physical location that is accessible to the public and is within the community college district in which the eligible community college student organization is established.

(ii) The requirements described in clause (i) shall not apply to the California Online Community College.

(iii) Notwithstanding the requirements of clause (i), a person may count toward the establishment of a quorum pursuant to clause (i) regardless of whether the person is participating at the in-person location of the meeting or remotely if the person meets any of the following criteria:

(I) The person is under 18 years of age.

(II) The person is incarcerated.

(III) The person is unable to disclose the location that they are participating from because of either of the following circumstances:

(ia) The person has been issued a protective court order, including, but not limited to, a domestic violence restraining order.

(ib) The person is participating in a program that has to remain confidential, including, but not limited to, an independent living program.

(IV) The person provides childcare or caregiving to a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner that requires them to participate remotely. For purposes of this subclause, "child," "parent," "grandparent," "grandchild," and "sibling" have the same meaning as those terms are defined in Section 12945.2.

(2) An eligible community college student organization that holds a meeting by teleconference as described in Section 54953.8 shall do the following, as applicable:

(A) (i) Except as specified in subparagraph (B), if the meeting is during regular business hours of the offices of the board of trustees of the community college district, the eligible community college student organization shall provide a publicly accessible physical location from which the public may attend or comment, which shall be the offices of the board of trustees of the community college district, unless the eligible community college student organization identifies an alternative location.

(ii) Except as specified in subparagraph (B), if the meeting is outside regular business hours, the eligible community college student organization shall make reasonable efforts to accommodate any member of the public that requests an accommodation to participate in the meeting. For the purposes of this subparagraph, "accommodation" means providing a publicly accessible physical location for the member of the public to participate from, providing access to technology necessary to participate in the meeting, or identifying locations or resources available that could provide the member of the public with an opportunity to participate in the meeting.

(B) The requirements described in subparagraph (A) shall not apply to the California Online Community College.

(b) For purposes of this section, "eligible community college student organization" means a student body association organized pursuant to Section 76060 of the Education Code, or any other student-run community college organization that is required to comply with the meeting requirements of this chapter, that is in any community college recognized within the California Community Colleges system and includes the Student Senate for California Community Colleges.

(c) This section shall remain in effect only until January 1, 2030, and as of that date is repealed.

(Added by Stats. 2025, Ch. 327, Sec. 13. (SB 707) Effective January 1, 2026. Repealed as of January 1, 2030, by its own provisions.)

54953.8.6. (a) An eligible subsidiary body may conduct a teleconference meeting pursuant to Section 54953.8, provided that it complies with the requirements of that section and all of the following additional requirements:

(1) The eligible subsidiary body shall designate one physical meeting location within the boundaries of the legislative body that created the eligible subsidiary body where members of the subsidiary body who are not participating remotely shall be present and members of the public may physically attend, observe, hear, and participate in the meeting. At least one staff member of the eligible subsidiary body or the legislative body that created the eligible subsidiary body shall be present at the physical meeting location during the meeting. The eligible subsidiary body shall post the agenda at the physical meeting location, but need not post the agenda at a remote location.

(2) (A) A member of the eligible subsidiary body shall visibly appear on camera during the open portion of a meeting that is publicly accessible via the internet or other online platform, except if the member has a physical or mental condition not subject to subdivision (c) of Section 54953 that results in a need to participate off camera.

(B) The visual appearance of a member of the eligible subsidiary body on camera may cease only when the appearance would be technologically infeasible, including, but not limited to, when the member experiences a lack of reliable broadband or internet connectivity that would be remedied by joining without video.

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(C) If a member of the eligible subsidiary body does not appear on camera due to challenges with internet connectivity, the member shall announce the reason for their nonappearance prior to turning off their camera.

(3) An elected official serving as a member of an eligible subsidiary body in their official capacity shall not participate in a meeting of the eligible subsidiary body by teleconferencing pursuant to this section unless the use of teleconferencing complies with the requirements of paragraph (3) of subdivision (b) of Section 54953.

(4) (A) In order to use teleconferencing pursuant to this section, the legislative body that established the eligible subsidiary body by charter, ordinance, resolution, or other formal action shall make the following findings by majority vote before the eligible subsidiary body uses teleconferencing pursuant to this section for the first time, and every six months thereafter:

(i) The legislative body has considered the circumstances of the eligible subsidiary body.

(ii) Teleconference meetings of the eligible subsidiary body would enhance public access to meetings of the eligible subsidiary body, and the public has been made aware of the type of remote participation, including audio-visual or telephonic, that will be made available at a regularly scheduled meeting and has been provided the opportunity to comment at an in-person meeting of the legislative body authorizing the subsidiary body to meet entirely remotely.

(iii) Teleconference meetings of the eligible subsidiary body would promote the attraction, retention, and diversity of eligible subsidiary body members.

(B) (i) An eligible subsidiary body authorized to use teleconferencing pursuant to this section may request to present any recommendations it develops to the legislative body that created it.

(ii) Upon receiving a request described in clause (i), the legislative body that created the subsidiary body shall hold a discussion at a regular meeting held within 60 days after the legislative body receives the request, or if the legislative body does not have another regular meeting scheduled within 60 days after the legislative body receives the request, at the next regular meeting after the request is received.

(iii) The discussion required by clause (ii) shall not be placed on a consent calendar, but may be combined with the legislative body's subsequent consideration of the findings described in subparagraph (A) for the following 12 months.

(iv) The legislative body shall not take any action on any recommendations included in the report of a subsidiary body until the next regular meeting of the legislative body following the discussion described in clause (ii).

(C) After the legislative body makes the findings described in subparagraph (A), the eligible subsidiary body shall approve the use of teleconferencing by majority vote before using teleconference pursuant to this section.

(D) The legislative body that created the eligible subsidiary body may elect to prohibit the eligible subsidiary body from using teleconferencing pursuant to this section at any time.

(b) (1) For purposes of this section, "eligible subsidiary body" means a legislative body that meets all of the following:

(A) Is described in subdivision (b) of Section 54952.

(B) Serves exclusively in an advisory capacity.

(C) Is not authorized to take final action on legislation, regulations, contracts, licenses, permits, or any other entitlements, grants, or allocations of funds.

(D) Does not have primary subject matter jurisdiction, as defined by the charter, an ordinance, a resolution, or any formal action of the legislative body that created the subsidiary body, that focuses on elections, budgets, police oversight, privacy, removing from, or restricting access to, materials available in public libraries, or taxes or related spending proposals.

(2) An eligible subsidiary body may include members who are elected officials, members who are not elected officials, or any combination thereof.

(c) This section shall remain in effect only until January 1, 2030, and as of that date is repealed.

(Added by Stats. 2025, Ch. 327, Sec. 14. (SB 707) Effective January 1, 2026. Repealed as of January 1, 2030, by its own provisions.)

54953.8.7. (a) An eligible multijurisdictional body may conduct a teleconference meeting pursuant to Section 54953.8, provided that it complies with the requirements of that section and all of the following additional requirements:

(1) The eligible multijurisdictional body has adopted a resolution that authorizes the eligible multijurisdictional body to use teleconferencing pursuant to this section at a regular meeting in open session.

(2) At least a quorum of the members of the eligible multijurisdictional body shall participate from one or more physical locations that are open to the public and within the boundaries of the territory over which the local agency exercises jurisdiction.

(3) A member of the eligible multijurisdictional body who receives compensation for their service on the eligible multijurisdictional body shall participate from a physical location that is open to the public. For purposes of this paragraph, "compensation" does not include reimbursement for actual and necessary expenses.

(4) A member of the eligible multijurisdictional body may participate from a remote location provided that:

(A) The eligible multijurisdictional body identifies each member of the eligible multijurisdictional body who plans to participate remotely in the agenda.

(B) The member shall participate through both audio and visual technology.

(5) A member of the eligible multijurisdictional body shall not participate in a meeting remotely pursuant to this section, unless the location from which the member participates is more than 20 miles each way from any physical location of the meeting described in paragraph (2).

(6) The provisions of this section shall not serve as a means for any member of a legislative body to participate in meetings of the legislative body solely by teleconference from a remote location for more than the following number of meetings, as applicable:

(A) Two meetings per year, if the legislative body regularly meets once per month or less.

(B) Five meetings per year, if the legislative body regularly meets twice per month.

(C) Seven meetings per year, if the legislative body regularly meets three or more times per month.

(D) For the purpose of counting meetings attended by teleconference under this paragraph, a "meeting" shall be defined as any number of meetings of the legislative body of a local agency that begin on the same calendar day.

(b) For the purposes of this section, both of the following definitions apply:

(1) "Eligible multijurisdictional body" means a multijurisdictional board, commission, or advisory body of a multijurisdictional, cross-county agency, the membership of which board, commission, or advisory body is appointed, and the board, commission, or advisory body is otherwise subject to this chapter.

(2) "Multijurisdictional" means either of the following:

(A) A legislative body that includes representatives from more than one county, city, city and county, or special district.

(B) A legislative body of a joint powers entity formed pursuant to an agreement entered into in accordance with Article 1 (commencing with Section 6500) of Chapter 5 of Division 7 of Title 1.

(c) This section shall remain in effect only until January 1, 2030, and as of that date is repealed.

(Added by Stats. 2025, Ch. 327, Sec. 15. (SB 707) Effective January 1, 2026. Repealed as of January 1, 2030, by its own provisions.)

54954. (a) Each legislative body of a local agency, except for advisory committees or standing committees, shall provide, by ordinance, resolution, bylaws, or by whatever other rule is required for the conduct of business by that body, the time and place for holding regular meetings. Meetings of advisory committees or standing committees, for which an agenda is posted at least 72 hours in advance of the meeting pursuant to subdivision (a) of Section 54954.2, shall be considered for purposes of this chapter as regular meetings of the legislative body.

(b) Regular and special meetings of the legislative body shall be held within the boundaries of the territory over which the local agency exercises jurisdiction, except to do any of the following:

(1) Comply with state or federal law or court order, or attend a judicial or administrative proceeding to which the local agency is a party.

(2) Inspect real or personal property which cannot be conveniently brought within the boundaries of the territory over which the local agency exercises jurisdiction provided that the topic of the meeting is limited to items directly related to the real or personal property.

(3) Participate in meetings or discussions of multiagency significance that are outside the boundaries of a local agency's jurisdiction. However, any meeting or discussion held pursuant to this subdivision shall take place within the jurisdiction of one of the participating local agencies and be noticed by all participating agencies as provided for in this chapter.

(4) Meet in the closest meeting facility if the local agency has no meeting facility within the boundaries of the territory over which the local agency exercises jurisdiction, or at the principal office of the local agency if that office is located outside the territory over which the agency exercises jurisdiction.

(5) Meet outside their immediate jurisdiction with elected or appointed officials of the United States or the State of California when a local meeting would be impractical, solely to discuss a legislative or regulatory issue affecting the local agency and over which the federal or state officials have jurisdiction.

(6) Meet outside their immediate jurisdiction if the meeting takes place in or nearby a facility owned by the agency, provided that the topic of the meeting is limited to items directly related to the facility.

(7) Visit the office of the local agency's legal counsel for a closed session on pending litigation held pursuant to Section 54956.9, when to do so would reduce legal fees or costs.

(c) Meetings of the governing board of a school district shall be held within the district, except under the circumstances enumerated in subdivision (b), or to do any of the following:

(1) Attend a conference on nonadversarial collective bargaining techniques.

(2) Interview members of the public residing in another district with reference to the trustees' potential employment of an applicant for the position of the superintendent of the district.

(3) Interview a potential employee from another district.

(d) Meetings of a joint powers authority shall occur within the territory of at least one of its member agencies, or as provided in subdivision (b). However, a joint powers authority which has members throughout the state may meet at any facility in the state which complies with the requirements of Section 54961.

(e) If, by reason of fire, flood, earthquake, or other emergency, it shall be unsafe to meet in the place designated, the meetings shall be held for the duration of the emergency at the place designated by the presiding officer of the legislative body or his or her designee in a notice to the local media that have requested notice pursuant to Section 54956, by the most rapid means of communication available at the time.

(Amended by Stats. 2004, Ch. 257, Sec. 1. Effective January 1, 2005.)

54954.1. Any person may request that a copy of the agenda, or a copy of all the documents constituting the agenda packet, of any meeting of a legislative body be mailed to that person. If a local agency has an internet website, the legislative body or its designee shall email a copy of, or website link to, the agenda or a copy of all the documents constituting the agenda packet if the person requests that the item or items be delivered by email. If the local agency determines it is technologically infeasible to send a copy of all documents constituting the agenda packet or

a link to a website that contains the documents by email or by other electronic means, the legislative body or its designee shall send by mail a copy of the agenda or a website link to the agenda and mail a copy of all other documents constituting the agenda packet in accordance with the mailing requirements established pursuant to this section. If requested, the agenda and documents in the agenda packet shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Upon receipt of the written request, the legislative body or its designee shall cause the requested materials to be mailed at the time the agenda is posted pursuant to Section 54954.2 and 54956 or upon distribution to all, or a majority of all, of the members of a legislative body, whichever occurs first. Any request for mailed copies of agendas or agenda packets shall be valid for the calendar year in which it is filed, and must be renewed following January 1 of each year. The legislative body may establish a fee for mailing the agenda or agenda packet, which fee shall not exceed the cost of providing the service. Failure of the requesting person to receive the agenda or agenda packet pursuant to this section shall not constitute grounds for invalidation of the actions of the legislative body taken at the meeting for which the agenda or agenda packet was not received.

(Amended by Stats. 2021, Ch. 763, Sec. 1. (SB 274) Effective January 1, 2022.)

54954.2. (a) (1) At least 72 hours before a regular meeting, the legislative body of the local agency, or its designee, shall post an agenda that meets all of the following requirements:

(A) The agenda shall contain a brief general description of each item of business to be transacted or discussed at the meeting, including items to be discussed in closed session. A brief general description of an item generally need not exceed 20 words.

(B) The agenda shall specify the time and location of the regular meeting and shall be posted in a location that is freely accessible to members of the public and on the local agency's internet website, if the local agency has one.

(C) (i) If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof.

(ii) The agenda shall include information regarding how, to whom, and when a request for disability-related modification or accommodation, including auxiliary aids or services, may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting.

(2) For a meeting occurring on and after January 1, 2019, of a legislative body of a city, county, city and county, special district, school district, or political subdivision established by the state that has an internet website, the following provisions shall apply:

(A) An online posting of an agenda shall be posted on the primary internet website home page of a city, county, city and county, special district, school district, or political subdivision established by the state that is accessible through a prominent, direct link to the current agenda. The direct link to the agenda shall not be in a contextual menu; however, a link in addition to the direct link to the agenda may be accessible through a contextual menu.

(B) An online posting of an agenda, including, but not limited to, an agenda posted in an integrated agenda management platform, shall be posted in an open format that meets all of the following requirements:

(i) Retrievable, downloadable, indexable, and electronically searchable by commonly used internet search applications.

(ii) Platform independent and machine readable.

(iii) Available to the public free of charge and without any restriction that would impede the reuse or redistribution of the agenda.

(C) A legislative body of a city, county, city and county, special district, school district, or political subdivision established by the state that has an internet website and an integrated agenda management platform shall not be required to comply with subparagraph (A) if all of the following are met:

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(i) A direct link to the integrated agenda management platform shall be posted on the primary internet website home page of a city, county, city and county, special district, school district, or political subdivision established by the state. The direct link to the integrated agenda management platform shall not be in a contextual menu. When a person clicks on the direct link to the integrated agenda management platform, the direct link shall take the person directly to an internet website with the agendas of the legislative body of a city, county, city and county, special district, school district, or political subdivision established by the state.

(ii) The integrated agenda management platform may contain the prior agendas of a legislative body of a city, county, city and county, special district, school district, or political subdivision established by the state for all meetings occurring on or after January 1, 2019.

(iii) The current agenda of the legislative body of a city, county, city and county, special district, school district, or political subdivision established by the state shall be the first agenda available at the top of the integrated agenda management platform.

(iv) All agendas posted in the integrated agenda management platform shall comply with the requirements in clauses (i), (ii), and (iii) of subparagraph (B).

(D) The provisions of this paragraph shall not apply to a political subdivision of a local agency that was established by the legislative body of the city, county, city and county, special district, school district, or political subdivision established by the state.

(E) For purposes of this paragraph, both of the following definitions apply:

(1) "Integrated agenda management platform" means an internet website of a city, county, city and county, special district, school district, or political subdivision established by the state dedicated to providing the entirety of the agenda information for the legislative body of the city, county, city and county, special district, school district, or political subdivision established by the state to the public.

(2) "Legislative body" means a legislative body that meets the definition of subdivision (a) of Section 54952.

(3) No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of a legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3. In addition, on their own initiative or in response to questions posed by the public, a member of a legislative body or its staff may ask a question for clarification, make a brief announcement, or make a brief report on their own activities. Furthermore, a member of a legislative body, or the body itself, subject to rules or procedures of the legislative body, may provide a reference to staff or other resources for factual information, request staff to report back to the body at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda.

(b) Notwithstanding subdivision (a), the legislative body may take action on items of business not appearing on the posted agenda under any of the conditions stated below. Prior to discussing any item pursuant to this subdivision, the legislative body shall publicly identify the item.

(1) Upon a determination by a majority vote of the legislative body that an emergency situation exists, as defined in Section 54956.5.

(2) Upon a determination by a two-thirds vote of the members of the legislative body present at the meeting, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the local agency subsequent to the agenda being posted as specified in subdivision (a).

(3) The item was posted pursuant to subdivision (a) for a prior meeting of the legislative body occurring not more than five calendar days prior to the date action is taken on the item, and at the prior meeting the item was continued to the meeting at which action is being taken.

(c) This section is necessary to implement and reasonably within the scope of paragraph (1) of subdivision (b) of Section 3 of Article I of the California Constitution.

(d) For purposes of subdivision (a), the requirement that the agenda be posted on the local agency's internet website, if the local agency has one, shall only apply to a legislative body that meets either of the following standards:

(1) A legislative body as that term is defined by subdivision (a) of Section 54952.

(2) A legislative body as that term is defined by subdivision (b) of Section 54952, if the members of the legislative body are compensated for their appearance, and if one or more of the members of the legislative body are also members of a legislative body as that term is defined by subdivision (a) of Section 54952.

(Amended (as amended by Stats. 2023, Ch. 131, Sec. 92) by Stats. 2025, Ch. 327, Sec. 16. (SB 707) Effective January 1, 2026.)

54954.3. (a) (1) Every agenda for regular meetings shall provide an opportunity for members of the public to directly address the legislative body on any item of interest to the public, before or during the legislative body's consideration of the item, that is within the subject matter jurisdiction of the legislative body, provided that no action shall be taken on any item not appearing on the agenda unless the action is otherwise authorized by subdivision (b) of Section 54954.2.

(2) (A) Notwithstanding paragraph (1), the agenda need not provide an opportunity for members of the public to address the legislative body on any item that has already been considered by a committee, composed exclusively of members of the legislative body, at a public meeting wherein all interested members of the public were afforded the opportunity to address the committee on the item, before or during the committee's consideration of the item.

(B) Subparagraph (A) shall not apply if any of the following conditions are met:

(i) The item has been substantially changed since the committee heard the item, as determined by the legislative body.

(ii) When considering the item, a quorum of the committee members did not participate from a singular physical location, that was clearly identified on the agenda, open to the public, and situated within the boundaries of the territory over which the local agency exercises jurisdiction.

(iii) The committee has primary subject matter jurisdiction, as defined by the charter, an ordinance, a resolution, or any formal action of the legislative body that created the subsidiary body, that focuses on elections, budgets, police oversight, privacy, removing from, or restricting access to, materials available in public libraries, or taxes or related spending proposals. This clause shall not apply to an item if the local agency has adopted a law applicable to the meeting of the committee at which the item that was considered prohibits the committee from placing a limit on the total amount of time for public comment on the item.

(3) Every notice for a special meeting shall provide an opportunity for members of the public to directly address the legislative body concerning any item that has been described in the notice for the meeting before or during consideration of that item.

(b) (1) The legislative body of a local agency may adopt reasonable regulations to ensure that the intent of subdivision (a) is carried out, including, but not limited to, regulations limiting the total amount of time allocated for public testimony on particular issues and for each individual speaker.

(2) Notwithstanding paragraph (1), when the legislative body of a local agency limits time for public comment, the legislative body of a local agency shall provide at least twice the allotted time to a member of the public who utilizes a translator to ensure that non-English speakers receive the same opportunity to directly address the legislative body of a local agency.

(3) Paragraph (2) shall not apply if the legislative body of a local agency utilizes simultaneous translation equipment in a manner that allows the legislative body of a local agency to hear the translated public testimony simultaneously.

(c) The legislative body of a local agency shall not prohibit public criticism of the policies, procedures, programs, or services of the agency, or of the acts or omissions of the legislative body. Nothing in this subdivision shall confer any privilege or protection for expression beyond that otherwise provided by law.

(Amended by Stats. 2025, Ch. 327, Sec. 17. (SB 707) Effective January 1, 2026.)

54954.4. (a) The Legislature hereby finds and declares that Section 12 of Chapter 641 of the Statutes of 1986, authorizing reimbursement to local agencies and school districts for costs mandated by the state pursuant to that act, shall be interpreted strictly. The intent of the Legislature is to provide reimbursement for only those costs

which are clearly and unequivocally incurred as the direct and necessary result of compliance with Chapter 641 of the Statutes of 1986.

(b) In this regard, the Legislature directs all state employees and officials involved in reviewing or authorizing claims for reimbursement, or otherwise participating in the reimbursement process, to rigorously review each claim and authorize only those claims, or parts thereof, which represent costs which are clearly and unequivocally incurred as the direct and necessary result of compliance with Chapter 641 of the Statutes of 1986 and for which complete documentation exists. For purposes of Section 54954.2, costs eligible for reimbursement shall only include the actual cost to post a single agenda for any one meeting.

(c) The Legislature hereby finds and declares that complete, faithful, and uninterrupted compliance with the Ralph M. Brown Act (Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5 of the Government Code) is a matter of overriding public importance. Unless specifically stated, no future Budget Act, or related budget enactments, shall, in any manner, be interpreted to suspend, eliminate, or otherwise modify the legal obligation and duty of local agencies to fully comply with Chapter 641 of the Statutes of 1986 in a complete, faithful, and uninterrupted manner.

(Added by Stats. 1991, Ch. 238, Sec. 1.)

54954.5. For purposes of describing closed session items pursuant to Section 54954.2, the agenda may describe closed sessions as provided below. No legislative body or elected official shall be in violation of Section 54954.2 or 54956 if the closed session items were described in substantial compliance with this section. Substantial compliance is satisfied by including the information provided below, irrespective of its format.

(a) With respect to a closed session held pursuant to Section 54956.7:

LICENSE/PERMIT DETERMINATION

Applicant(s): (Specify number of applicants)

(b) With respect to every item of business to be discussed in closed session pursuant to Section 54956.8:

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Property: (Specify street address, or if no street address, the parcel number or other unique reference, of the real property under negotiation)

Agency negotiator: (Specify names of negotiators attending the closed session) (If circumstances necessitate the absence of a specified negotiator, an agent or designee may participate in place of the absent negotiator so long as the name of the agent or designee is announced at an open session held prior to the closed session.)

Negotiating parties: (Specify name of party (not agent))

Under negotiation: (Specify whether instruction to negotiator will concern price, terms of payment, or both)

(c) With respect to every item of business to be discussed in closed session pursuant to Section 54956.9:

CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION

(Paragraph (1) of subdivision (d) of Section 54956.9)

Name of case: (Specify by reference to claimant's name, names of parties, case or claim numbers)

or

Case name unspecified: (Specify whether disclosure would jeopardize service of process or existing settlement negotiations)

CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: (Specify number of potential cases)

(In addition to the information noticed above, the agency may be required to provide additional information on the agenda or in an oral statement prior to the closed session pursuant to paragraphs (2) to (5), inclusive, of subdivision (e) of Section 54956.9.)

Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: (Specify number of potential cases)

(d) With respect to every item of business to be discussed in closed session pursuant to Section 54956.95:

LIABILITY CLAIMS

Claimant: (Specify name unless unspecified pursuant to Section 54961)

Agency claimed against: (Specify name)

(e) With respect to every item of business to be discussed in closed session pursuant to Section 54957:

THREAT TO PUBLIC SERVICES OR FACILITIES

Consultation with: (Specify name of law enforcement agency and title of officer, or name of applicable agency representative and title)

PUBLIC EMPLOYEE APPOINTMENT

Title: (Specify description of position to be filled)

PUBLIC EMPLOYMENT

Title: (Specify description of position to be filled)

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: (Specify position title of employee being reviewed)

PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

(No additional information is required in connection with a closed session to consider discipline, dismissal, or release of a public employee. Discipline includes potential reduction of compensation.)

(f) With respect to every item of business to be discussed in closed session pursuant to Section 54957.6:

CONFERENCE WITH LABOR NEGOTIATORS

Agency designated representatives: (Specify names of designated representatives attending the closed session) (If circumstances necessitate the absence of a specified designated representative, an agent or designee may participate in place of the absent representative so long as the name of the agent or designee is announced at an open session held prior to the closed session.)

Employee organization: (Specify name of organization representing employee or employees in question)

or

Unrepresented employee: (Specify position title of unrepresented employee who is the subject of the negotiations)

(g) With respect to closed sessions called pursuant to Section 54957.8:

CASE REVIEW/PLANNING

(No additional information is required in connection with a closed session to consider case review or planning.)

(h) With respect to every item of business to be discussed in closed session pursuant to Sections 1461, 32106, and 32155 of the Health and Safety Code or Sections 37606 and 37624.3 of the Government Code:

REPORT INVOLVING TRADE SECRET

Discussion will concern: (Specify whether discussion will concern proposed new service, program, or facility)

Estimated date of public disclosure: (Specify month and year)

HEARINGS

Subject matter: (Specify whether testimony/deliberation will concern staff privileges, report of medical audit committee, or report of quality assurance committee)

(i) With respect to every item of business to be discussed in closed session pursuant to Section 54956.86:

CHARGE OR COMPLAINT INVOLVING INFORMATION PROTECTED BY FEDERAL LAW

(No additional information is required in connection with a closed session to discuss a charge or complaint pursuant to Section 54956.86.)

(j) With respect to every item of business to be discussed in closed session pursuant to Section 54956.96:

CONFERENCE INVOLVING A JOINT POWERS AGENCY (Specify by name)

Discussion will concern: (Specify closed session description used by the joint powers agency)

Name of local agency representative on joint powers agency board: (Specify name)

(Additional information listing the names of agencies or titles of representatives attending the closed session as consultants or other representatives.)

(k) With respect to every item of business to be discussed in closed session pursuant to Section 54956.75:

AUDIT BY CALIFORNIA STATE AUDITOR'S OFFICE

(Amended by Stats. 2012, Ch. 759, Sec. 6.1. (AB 2690) Effective January 1, 2013.)

54954.6. (a) (1) Before adopting any new or increased general tax or any new or increased assessment, the legislative body of a local agency shall conduct at least one public meeting at which local officials shall allow public testimony regarding the proposed new or increased general tax or new or increased assessment in addition to the noticed public hearing at which the legislative body proposes to enact or increase the general tax or assessment.

For purposes of this section, the term "new or increased assessment" does not include any of the following:

- (A) A fee that does not exceed the reasonable cost of providing the services, facilities, or regulatory activity for which the fee is charged.
- (B) A service charge, rate, or charge, unless a special district's principal act requires the service charge, rate, or charge to conform to the requirements of this section.
- (C) An ongoing annual assessment if it is imposed at the same or lower amount as any previous year.
- (D) An assessment that does not exceed an assessment formula or range of assessments previously specified in the notice given to the public pursuant to subparagraph (G) of paragraph (2) of subdivision (c) and that was previously adopted by the agency or approved by the voters in the area where the assessment is imposed.
- (E) Standby or immediate availability charges.

(2) The legislative body shall provide at least 45 days' public notice of the public hearing at which the legislative body proposes to enact or increase the general tax or assessment. The legislative body shall provide notice for the public meeting at the same time and in the same document as the notice for the public hearing, but the meeting shall occur prior to the hearing.

(b) (1) The joint notice of both the public meeting and the public hearing required by subdivision (a) with respect to a proposal for a new or increased general tax shall be accomplished by placing a display advertisement of at least one-eighth page in a newspaper of general circulation for three weeks pursuant to Section 6063 and by a first-class mailing to those interested parties who have filed a written request with the local agency for mailed notice of public meetings or hearings on new or increased general taxes. The public meeting pursuant to subdivision (a) shall take place no earlier than 10 days after the first publication of the joint notice pursuant to this subdivision. The public hearing shall take place no earlier than seven days after the public meeting pursuant to this subdivision. Notwithstanding paragraph (2) of subdivision (a), the joint notice need not include notice of the public meeting after the meeting has taken place. The public hearing pursuant to subdivision (a) shall take place no earlier than 45 days after the first publication of the joint notice pursuant to this subdivision. Any written request for mailed notices shall be effective for one year from the date on which it is filed unless a renewal request is filed. Renewal requests for mailed notices shall be filed on or before April 1 of each year. The legislative body may establish a reasonable annual charge for sending notices based on the estimated cost of providing the service.

(2) The notice required by paragraph (1) of this subdivision shall include, but not be limited to, the following:

- (A) The amount or rate of the tax. If the tax is proposed to be increased from any previous year, the joint notice shall separately state both the existing tax rate and the proposed tax rate increase.
- (B) The activity to be taxed.
- (C) The estimated amount of revenue to be raised by the tax annually.
- (D) The method and frequency for collecting the tax.
- (E) The dates, times, and locations of the public meeting and hearing described in subdivision (a).
- (F) The telephone number and address of an individual, office, or organization that interested persons may contact to receive additional information about the tax.

(c) (1) The joint notice of both the public meeting and the public hearing required by subdivision (a) with respect to a proposal for a new or increased assessment on real property or businesses shall be accomplished through a mailing, postage prepaid, in the United States mail and shall be deemed given when so deposited. The public meeting pursuant to subdivision (a) shall take place no earlier than 10 days after the joint mailing pursuant to this subdivision. The public hearing shall take place no earlier than seven days after the public meeting pursuant to this

subdivision. The envelope or the cover of the mailing shall include the name of the local agency and the return address of the sender. This mailed notice shall be in at least 10-point type and shall be given to all property owners or business owners proposed to be subject to the new or increased assessment by a mailing by name to those persons whose names and addresses appear on the last equalized county assessment roll, the State Board of Equalization assessment roll, or the local agency's records pertaining to business ownership, as the case may be.

(2) The joint notice required by paragraph (1) of this subdivision shall include, but not be limited to, the following:

(A) In the case of an assessment proposed to be levied on property, the estimated amount of the assessment per parcel. In the case of an assessment proposed to be levied on businesses, the proposed method and basis of levying the assessment in sufficient detail to allow each business owner to calculate the amount of assessment to be levied against each business. If the assessment is proposed to be increased from any previous year, the joint notice shall separately state both the amount of the existing assessment and the proposed assessment increase.

(B) A general description of the purpose or improvements that the assessment will fund.

(C) The address to which property owners may mail a protest against the assessment.

(D) The telephone number and address of an individual, office, or organization that interested persons may contact to receive additional information about the assessment.

(E) A statement that a majority protest will cause the assessment to be abandoned if the assessment act used to levy the assessment so provides. Notice shall also state the percentage of protests required to trigger an election, if applicable.

(F) The dates, times, and locations of the public meeting and hearing described in subdivision (a).

(G) A proposed assessment formula or range as described in subparagraph (D) of paragraph (1) of subdivision (a) if applicable and that is noticed pursuant to this section.

(3) Notwithstanding paragraph (1), in the case of an assessment that is proposed exclusively for operation and maintenance expenses imposed throughout the entire local agency, or exclusively for operation and maintenance assessments proposed to be levied on 50,000 parcels or more, notice may be provided pursuant to this subdivision or pursuant to paragraph (1) of subdivision (b) and shall include the estimated amount of the assessment of various types, amounts, or uses of property and the information required by subparagraphs (B) to (G), inclusive, of paragraph (2) of subdivision (c).

(4) Notwithstanding paragraph (1), in the case of an assessment proposed to be levied pursuant to Part 2 (commencing with Section 22500) of Division 2 of the Streets and Highways Code by a regional park district, regional park and open-space district, or regional open-space district formed pursuant to Article 3 (commencing with Section 5500) of Chapter 3 of Division 5 of, or pursuant to Division 26 (commencing with Section 35100) of, the Public Resources Code, notice may be provided pursuant to paragraph (1) of subdivision (b).

(d) The notice requirements imposed by this section shall be construed as additional to, and not to supersede, existing provisions of law, and shall be applied concurrently with the existing provisions so as to not delay or prolong the governmental decisionmaking process.

(e) This section shall not apply to any new or increased general tax or any new or increased assessment that requires an election of either of the following:

(1) The property owners subject to the assessment.

(2) The voters within the local agency imposing the tax or assessment.

(f) Nothing in this section shall prohibit a local agency from holding a consolidated meeting or hearing at which the legislative body discusses multiple tax or assessment proposals.

(g) The local agency may recover the reasonable costs of public meetings, public hearings, and notice required by this section from the proceeds of the tax or assessment. The costs recovered for these purposes, whether recovered pursuant to this subdivision or any other provision of law, shall not exceed the reasonable costs of the public meetings, public hearings, and notice.

(h) Any new or increased assessment that is subject to the notice and hearing provisions of Article XIII C or XIII D of the California Constitution is not subject to the notice and hearing requirements of this section.

(Amended by Stats. 2011, Ch. 382, Sec. 3.5. (SB 194) Effective January 1, 2012.)

54955. The legislative body of a local agency may adjourn any regular, adjourned regular, special or adjourned special meeting to a time and place specified in the order of adjournment. Less than a quorum may so adjourn from time to time. If all members are absent from any regular or adjourned regular meeting the clerk or secretary of the legislative body may declare the meeting adjourned to a stated time and place and he shall cause a written notice of the adjournment to be given in the same manner as provided in Section 54956 for special meetings, unless such notice is waived as provided for special meetings. A copy of the order or notice of adjournment shall be conspicuously posted on or near the door of the place where the regular, adjourned regular, special or adjourned special meeting was held within 24 hours after the time of the adjournment. When a regular or adjourned regular meeting is adjourned as provided in this section, the resulting adjourned regular meeting is a regular meeting for all purposes. When an order of adjournment of any meeting fails to state the hour at which the adjourned meeting is to be held, it shall be held at the hour specified for regular meetings by ordinance, resolution, bylaw, or other rule.

(Amended by Stats. 1959, Ch. 647.)

54955.1. Any hearing being held, or noticed or ordered to be held, by a legislative body of a local agency at any meeting may by order or notice of continuance be continued or recontinued to any subsequent meeting of the legislative body in the same manner and to the same extent set forth in Section 54955 for the adjournment of meetings; provided, that if the hearing is continued to a time less than 24 hours after the time specified in the order or notice of hearing, a copy of the order or notice of continuance of hearing shall be posted immediately following the meeting at which the order or declaration of continuance was adopted or made.

(Added by Stats. 1965, Ch. 469.)

54956. (a) (1) A special meeting may be called at any time by the presiding officer of the legislative body of a local agency, or by a majority of the members of the legislative body, by delivering written notice to each member of the legislative body and to each local newspaper of general circulation and radio or television station requesting notice in writing and posting a notice on the local agency's internet website, if the local agency has one. The notice shall be delivered personally or by any other means and shall be received at least 24 hours before the time of the meeting as specified in the notice. The call and notice shall specify the time and place of the special meeting and the business to be transacted or discussed. No other business shall be considered at these meetings by the legislative body. The written notice may be dispensed with as to any member who at or prior to the time the meeting convenes files with the clerk or secretary of the legislative body a written waiver of notice. The waiver may be given by telephone or electronic mail. The written notice may also be dispensed with as to any member who is actually present at the meeting at the time it convenes.

(2) The call and notice shall be posted at least 24 hours prior to the special meeting in a location that is freely accessible to members of the public.

(b) Notwithstanding any other law, a legislative body shall not call a special meeting regarding the salaries, salary schedules, or compensation paid in the form of fringe benefits, of the legislative body or of a local agency executive, as defined in subdivision (d) of Section 3511.1. However, this subdivision does not apply to a local agency calling a special meeting to discuss the local agency's budget.

(Amended by Stats. 2025, Ch. 327, Sec. 18. (SB 707) Effective January 1, 2026.)

54956.5. (a) For purposes of this section, "emergency situation" means both of the following:

(1) An emergency, which shall be defined as a work stoppage, crippling activity, or other activity that severely impairs public health, safety, or both, as determined by a majority of the members of the legislative body.

(2) A dire emergency, which shall be defined as a crippling disaster, mass destruction, terrorist act, or threatened terrorist activity that poses peril so immediate and significant that requiring a legislative body to provide one-hour notice before holding an emergency meeting under this section may endanger the public health, safety, or both, as determined by a majority of the members of the legislative body.

(b) (1) Subject to paragraph (2), in the case of an emergency situation involving matters upon which prompt action is necessary due to the disruption or threatened disruption of public facilities, a legislative body may hold an emergency meeting without complying with either the 24-hour notice requirement or the 24-hour posting requirement of Section 54956 or both of the notice and posting requirements.

(2) Each local newspaper of general circulation and radio or television station that has requested notice of special meetings pursuant to Section 54956 shall be notified by the presiding officer of the legislative body, or designee thereof, one hour prior to the emergency meeting, or, in the case of a dire emergency, at or near the time that the presiding officer or designee notifies the members of the legislative body of the emergency meeting.

(A) Except as provided in subparagraph (B), the notice required by this paragraph shall be given by telephone and all telephone numbers provided in the most recent request of a newspaper or station for notification of special meetings shall be exhausted. In the event that telephone services are not functioning, the notice requirements of this paragraph shall be deemed waived, and the legislative body, or designee of the legislative body, shall notify those newspapers, radio stations, or television stations of the fact of the holding of the emergency meeting, the purpose of the meeting, and any action taken at the meeting as soon after the meeting as possible.

(B) For an emergency meeting held pursuant to this section, the presiding officer of the legislative body, or designee thereof, may send the notifications required by this paragraph by email instead of by telephone, as provided in subparagraph (A), to all local newspapers of general circulation, and radio or television stations, that have requested those notifications by email, and all email addresses provided by representatives of those newspapers or stations shall be exhausted. In the event that internet services and telephone services are not functioning, the notice requirements of this paragraph shall be deemed waived, and the legislative body, or designee of the legislative body, shall notify those newspapers, radio stations, or television stations of the fact of the holding of the emergency meeting, the purpose of the meeting, and any action taken at the meeting as soon after the meeting as possible.

(c) During a meeting held pursuant to this section, the legislative body may meet in closed session pursuant to Section 54957 if agreed to by a two-thirds vote of the members of the legislative body present, or, if less than two-thirds of the members are present, by a unanimous vote of the members present.

(d) All special meeting requirements, as prescribed in Section 54956 shall be applicable to a meeting called pursuant to this section, with the exception of the 24-hour notice requirement.

(e) The minutes of a meeting called pursuant to this section, a list of persons who the presiding officer of the legislative body, or designee of the legislative body, notified or attempted to notify, a copy of the rollcall vote, and any actions taken at the meeting shall be posted for a minimum of 10 days in a public place as soon after the meeting as possible.

(Amended by Stats. 2025, Ch. 327, Sec. 19. (SB 707) Effective January 1, 2026.)

54956.6. No fees may be charged by the legislative body of a local agency for carrying out any provision of this chapter, except as specifically authorized by this chapter.

(Added by Stats. 1980, Ch. 1284.)

54956.7. Whenever a legislative body of a local agency determines that it is necessary to discuss and determine whether an applicant for a license or license renewal, who has a criminal record, is sufficiently rehabilitated to obtain the license, the legislative body may hold a closed session with the applicant and the applicant's attorney, if any, for the purpose of holding the discussion and making the determination. If the legislative body determines, as a result of the closed session, that the issuance or renewal of the license should be denied, the applicant shall be offered the opportunity to withdraw the application. If the applicant withdraws the application, no record shall be kept of the discussions or decisions made at the closed session and all matters relating to the closed session shall be confidential. If the applicant does not withdraw the application, the legislative body shall take action at the public meeting during which the closed session is held or at its next public meeting denying the application for the license but all matters relating to the closed session are confidential and shall not be disclosed without the consent of the applicant, except in an action by an applicant who has been denied a license challenging the denial of the license.

(Added by Stats. 1982, Ch. 298, Sec. 1.)

54956.75. (a) Nothing contained in this chapter shall be construed to prevent the legislative body of a local agency that has received a confidential final draft audit report from the Bureau of State Audits from holding closed sessions to discuss its response to that report.

(b) After the public release of an audit report by the Bureau of State Audits, if a legislative body of a local agency meets to discuss the audit report, it shall do so in an open session unless exempted from that requirement by some other provision of law.

(Added by Stats. 2004, Ch. 576, Sec. 4. Effective January 1, 2005.)

54956.8. Notwithstanding any other provision of this chapter, a legislative body of a local agency may hold a closed session with its negotiator prior to the purchase, sale, exchange, or lease of real property by or for the local agency to grant authority to its negotiator regarding the price and terms of payment for the purchase, sale, exchange, or lease.

However, prior to the closed session, the legislative body of the local agency shall hold an open and public session in which it identifies its negotiators, the real property or real properties which the negotiations may concern, and the person or persons with whom its negotiators may negotiate.

For purposes of this section, negotiators may be members of the legislative body of the local agency.

For purposes of this section, "lease" includes renewal or renegotiation of a lease.

Nothing in this section shall preclude a local agency from holding a closed session for discussions regarding eminent domain proceedings pursuant to Section 54956.9.

(Amended by Stats. 1998, Ch. 260, Sec. 3. Effective January 1, 1999.)

54956.81. Notwithstanding any other provision of this chapter, a legislative body of a local agency that invests pension funds may hold a closed session to consider the purchase or sale of particular, specific pension fund investments. All investment transaction decisions made during the closed session shall be made by rollcall vote entered into the minutes of the closed session as provided in subdivision (a) of Section 54957.2.

(Added by Stats. 2004, Ch. 533, Sec. 20. Effective January 1, 2005.)

54956.86. Notwithstanding any other provision of this chapter, a legislative body of a local agency which provides services pursuant to Section 14087.3 of the Welfare and Institutions Code may hold a closed session to hear a charge or complaint from a member enrolled in its health plan if the member does not wish to have his or her name, medical status, or other information that is protected by federal law publicly disclosed. Prior to holding a closed session pursuant to this section, the legislative body shall inform the member, in writing, of his or her right to have the charge or complaint heard in an open session rather than a closed session.

(Added by Stats. 1996, Ch. 182, Sec. 2. Effective January 1, 1997.)

54956.87. (a) Notwithstanding any other provision of this chapter, the records of a health plan that is licensed pursuant to the Knox-Keene Health Care Service Plan Act of 1975 (Chapter 2.2 (commencing with Section 1340) of Division 2 of the Health and Safety Code) and that is governed by a county board of supervisors, whether paper records, records maintained in the management information system, or records in any other form, that relate to provider rate or payment determinations, allocation or distribution methodologies for provider payments, formulas or calculations for these payments, and contract negotiations with providers of health care for alternative rates are exempt from disclosure for a period of three years after the contract is fully executed. The transmission of the records, or the information contained therein in an alternative form, to the board of supervisors shall not constitute a waiver of exemption from disclosure, and the records and information once transmitted to the board of supervisors shall be subject to this same exemption.

(b) Notwithstanding any other provision of law, the governing board of a health plan that is licensed pursuant to the Knox-Keene Health Care Service Plan Act of 1975 (Chapter 2.2 (commencing with Section 1340) of Division 2 of the Health and Safety Code) and that is governed by a county board of supervisors may order that a meeting held solely for the purpose of discussion or taking action on health plan trade secrets, as defined in subdivision (f), shall be held in closed session. The requirements of making a public report of action taken in closed session, and the vote or abstention of every member present, may be limited to a brief general description without the information constituting the trade secret.

(c) Notwithstanding any other provision of law, the governing board of a health plan may meet in closed session to consider and take action on matters pertaining to contracts and contract negotiations by the health plan with providers of health care services concerning all matters related to rates of payment. The governing board may delete the portion or portions containing trade secrets from any documents that were finally approved in the closed session held pursuant to subdivision (b) that are provided to persons who have made the timely or standing request.

(d) Nothing in this section shall be construed as preventing the governing board from meeting in closed session as otherwise provided by law.

(e) The provisions of this section shall not prevent access to any records by the Joint Legislative Audit Committee in the exercise of its powers pursuant to Article 1 (commencing with Section 10500) of Chapter 4 of Part 2 of Division 2 of Title 2. The provisions of this section also shall not prevent access to any records by the Department of Managed Health Care in the exercise of its powers pursuant to Article 1 (commencing with Section 1340) of Chapter 2.2 of Division 2 of the Health and Safety Code.

(f) For purposes of this section, "health plan trade secret" means a trade secret, as defined in subdivision (d) of Section 3426.1 of the Civil Code, that also meets both of the following criteria:

- (1) The secrecy of the information is necessary for the health plan to initiate a new service, program, marketing strategy, business plan, or technology, or to add a benefit or product.
- (2) Premature disclosure of the trade secret would create a substantial probability of depriving the health plan of a substantial economic benefit or opportunity.

(Amended by Stats. 2015, Ch. 190, Sec. 65. (AB 1517) Effective January 1, 2016.)

54956.9. (a) Nothing in this chapter shall be construed to prevent a legislative body of a local agency, based on advice of its legal counsel, from holding a closed session to confer with, or receive advice from, its legal counsel regarding pending litigation when discussion in open session concerning those matters would prejudice the position of the local agency in the litigation.

(b) For purposes of this chapter, all expressions of the lawyer-client privilege other than those provided in this section are hereby abrogated. This section is the exclusive expression of the lawyer-client privilege for purposes of conducting closed-session meetings pursuant to this chapter.

(c) For purposes of this section, "litigation" includes any adjudicatory proceeding, including eminent domain, before a court, administrative body exercising its adjudicatory authority, hearing officer, or arbitrator.

(d) For purposes of this section, litigation shall be considered pending when any of the following circumstances exist:

- (1) Litigation, to which the local agency is a party, has been initiated formally.
- (2) A point has been reached where, in the opinion of the legislative body of the local agency on the advice of its legal counsel, based on existing facts and circumstances, there is a significant exposure to litigation against the local agency.
- (3) Based on existing facts and circumstances, the legislative body of the local agency is meeting only to decide whether a closed session is authorized pursuant to paragraph (2).
- (4) Based on existing facts and circumstances, the legislative body of the local agency has decided to initiate or is deciding whether to initiate litigation.

(e) For purposes of paragraphs (2) and (3) of subdivision (d), "existing facts and circumstances" shall consist only of one of the following:

- (1) Facts and circumstances that might result in litigation against the local agency but which the local agency believes are not yet known to a potential plaintiff or plaintiffs, which facts and circumstances need not be disclosed.
- (2) Facts and circumstances, including, but not limited to, an accident, disaster, incident, or transactional occurrence that might result in litigation against the agency and that are known to a potential plaintiff or plaintiffs, which facts or circumstances shall be publicly stated on the agenda or announced.
- (3) The receipt of a claim pursuant to the Government Claims Act (Division 3.6 (commencing with Section 810) of Title 1 of the Government Code) or some other written communication from a potential plaintiff threatening litigation, which claim or communication shall be available for public inspection pursuant to Section 54957.5.
- (4) A statement made by a person in an open and public meeting threatening litigation on a specific matter within the responsibility of the legislative body.
- (5) A statement threatening litigation made by a person outside an open and public meeting on a specific matter within the responsibility of the legislative body so long as the official or employee of the local agency receiving knowledge of the threat makes a contemporaneous or other record of the statement prior to the meeting, which

record shall be available for public inspection pursuant to Section 54957.5. The records so created need not identify the alleged victim of unlawful or tortious sexual conduct or anyone making the threat on their behalf, or identify a public employee who is the alleged perpetrator of any unlawful or tortious conduct upon which a threat of litigation is based, unless the identity of the person has been publicly disclosed.

(f) Nothing in this section shall require disclosure of written communications that are privileged and not subject to disclosure pursuant to the California Public Records Act (Division 10 (commencing with Section 7920.000) of Title 1).

(g) Prior to holding a closed session pursuant to this section, the legislative body of the local agency shall state on the agenda or publicly announce the paragraph of subdivision (d) that authorizes the closed session. If the session is closed pursuant to paragraph (1) of subdivision (d), the body shall state the title of or otherwise specifically identify the litigation to be discussed, unless the body states that to do so would jeopardize the agency's ability to effectuate service of process upon one or more unserved parties, or that to do so would jeopardize its ability to conclude existing settlement negotiations to its advantage.

(h) A local agency shall be considered to be a "party" or to have a "significant exposure to litigation" if an officer or employee of the local agency is a party or has significant exposure to litigation concerning prior or prospective activities or alleged activities during the course and scope of that office or employment, including litigation in which it is an issue whether an activity is outside the course and scope of the office or employment.

(Amended by Stats. 2021, Ch. 615, Sec. 206. (AB 474) Effective January 1, 2022. Operative January 1, 2023, pursuant to Sec. 463 of Stats. 2021, Ch. 615.)

54956.95. (a) Nothing in this chapter shall be construed to prevent a joint powers agency formed pursuant to Article 1 (commencing with Section 6500) of Chapter 5 of Division 7 of Title 1, for purposes of insurance pooling, or a local agency member of the joint powers agency, from holding a closed session to discuss a claim for the payment of tort liability losses, public liability losses, or workers' compensation liability incurred by the joint powers agency or a local agency member of the joint powers agency.

(b) Nothing in this chapter shall be construed to prevent the Local Agency Self-Insurance Authority formed pursuant to Chapter 5.5 (commencing with Section 6599.01) of Division 7 of Title 1, or a local agency member of the authority, from holding a closed session to discuss a claim for the payment of tort liability losses, public liability losses, or workers' compensation liability incurred by the authority or a local agency member of the authority.

(c) Nothing in this section shall be construed to affect Section 54956.9 with respect to any other local agency.

(Added by Stats. 1989, Ch. 882, Sec. 3.)

54956.96. (a) Nothing in this chapter shall be construed to prevent the legislative body of a joint powers agency formed pursuant to Article 1 (commencing with Section 6500) of Chapter 5 of Division 7 of Title 1, from adopting a policy or a bylaw or including in its joint powers agreement provisions that authorize either or both of the following:

(1) All information received by the legislative body of the local agency member in a closed session related to the information presented to the joint powers agency in closed session shall be confidential. However, a member of the legislative body of a local agency member may disclose information obtained in a closed session that has direct financial or liability implications for that local agency to the following individuals:

(A) Legal counsel of that local agency member for purposes of obtaining advice on whether the matter has direct financial or liability implications for that local agency member.

(B) Other members of the legislative body of the local agency present in a closed session of that local agency member.

(2) Any designated alternate member of the legislative body of the joint powers agency who is also a member of the legislative body of a local agency member and who is attending a properly noticed meeting of the joint powers agency in lieu of a local agency member's regularly appointed member to attend closed sessions of the joint powers agency.

(b) (1) In addition to the authority described in subdivision (a), the Clean Power Alliance of Southern California, or its successor entity, may adopt a policy or a bylaw or include in its joint powers agreement a provision that authorizes both of the following:

(A) A designated alternate member of the legislative body of the Clean Power Alliance of Southern California, or its successor entity, who is not a member of the legislative body of a local agency member and who is

attending a properly noticed meeting of the Clean Power Alliance of Southern California, or its successor entity, in lieu of a local agency member's regularly appointed member, to attend closed sessions of the Clean Power Alliance of Southern California, or its successor entity.

(B) All information that is received by a designated alternate member of the legislative body of the Clean Power Alliance of Southern California, or its successor entity, who is not a member of the legislative body of a local agency member, and that is presented to the Clean Power Alliance of Southern California, or its successor entity, in closed session, shall be confidential. However, the designated alternate member may disclose information obtained in a closed session that has direct financial or liability implications for the local agency member for which the designated alternate member attended the closed session, to the following individuals:

- (i) Legal counsel of that local agency member for purposes of obtaining advice on whether the matter has direct financial or liability implications for that local agency member.
- (ii) Members of the legislative body of the local agency present in a closed session of that local agency member.

(2) If the Clean Power Alliance of Southern California, or its successor entity, adopts a policy or bylaw or includes in its joint powers agreement a provision authorized pursuant to paragraph (1), the Clean Power Alliance of Southern California, or its successor entity, shall establish policies to prevent conflicts of interest and to address breaches of confidentiality that apply to a designated alternate member who is not a member of the legislative body of a local agency member who attends a closed session of the Clean Power Alliance of Southern California, or its successor entity.

(c) If the legislative body of a joint powers agency adopts a policy or a bylaw or includes provisions in its joint powers agreement pursuant to subdivision (a) or (b), then the legislative body of the local agency member, upon the advice of its legal counsel, may conduct a closed session in order to receive, discuss, and take action concerning information obtained in a closed session of the joint powers agency pursuant to paragraph (1) of subdivision (a) or paragraph (1) of subdivision (b).

(d) This section shall remain in effect only until January 1, 2030, and as of that date is repealed.

(Amended (as amended by Stats. 2019, Ch. 248, Sec. 1) by Stats. 2024, Ch. 24, Sec. 1. (AB 1852) Effective January 1, 2025. Repealed as of January 1, 2030, by its own provisions. See later operative version, as amended by Sec. 2 of Stats. 2024, Ch. 24.)

54956.96. (a) Nothing in this chapter shall be construed to prevent the legislative body of a joint powers agency formed pursuant to Article 1 (commencing with Section 6500) of Chapter 5 of Division 7 of Title 1, from adopting a policy or a bylaw or including in its joint powers agreement provisions that authorize either or both of the following:

(1) All information received by the legislative body of the local agency member in a closed session related to the information presented to the joint powers agency in closed session shall be confidential. However, a member of the legislative body of a local agency member may disclose information obtained in a closed session that has direct financial or liability implications for that local agency to the following individuals:

- (A) Legal counsel of that local agency member for purposes of obtaining advice on whether the matter has direct financial or liability implications for that local agency member.
- (B) Other members of the legislative body of the local agency present in a closed session of that local agency member.

(2) A designated alternate member of the legislative body of the joint powers agency who is also a member of the legislative body of a local agency member and who is attending a properly noticed meeting of the joint powers agency in lieu of a local agency member's regularly appointed member to attend closed sessions of the joint powers agency.

(b) If the legislative body of a joint powers agency adopts a policy or a bylaw or includes provisions in its joint powers agreement pursuant to subdivision (a), then the legislative body of the local agency member, upon the advice of its legal counsel, may conduct a closed session in order to receive, discuss, and take action concerning information obtained in a closed session of the joint powers agency pursuant to paragraph (1) of subdivision (a).

(c) This section shall become operative on January 1, 2030.

(Amended (as added by Stats. 2019, Ch. 248, Sec. 2) by Stats. 2024, Ch. 24, Sec. 2. (AB 1852) Effective January 1, 2025. Section operative January 1, 2030, by its own provisions.)

54956.97. Notwithstanding any provision of law, the governing board, or a committee of the governing board, of a public bank, as defined in Section 57600 of the Government Code, may meet in closed session to consider and take action on matters pertaining to all of the following:

- (a) A loan or investment decision.
- (b) A decision of the internal audit committee, the compliance committee, or the governance committee.
- (c) A meeting with a state or federal regulator.

(Added by Stats. 2019, Ch. 442, Sec. 14. (AB 857) Effective January 1, 2020.)

54956.98. (a) For purposes of this section, the following definitions shall apply:

(1) "Shareholder, member, or owner local agency" or "shareholder, member, or owner" means a local agency that is a shareholder of a public bank.

(2) "Public bank" has the same meaning as defined in Section 57600.

(b) The governing board of a public bank may adopt a policy or a bylaw or include in its governing documents provisions that authorize any of the following:

(1) All information received by a shareholder, member, or owner of the public bank in a closed session related to the information presented to the governing board of a public bank in closed session shall be confidential. However, a member of the governing board of a shareholder, member, or owner local agency may disclose information obtained in a closed session that has direct financial or liability implications for that local agency to the following individuals:

(A) Legal counsel of that shareholder, member, or owner local agency for purposes of obtaining advice on whether the matter has direct financial or liability implications for that shareholder local agency.

(B) Other members of the governing board of the local agency present in a closed session of that shareholder, member, or owner local agency.

(2) A designated alternate member of the governing board of the public bank who is also a member of the governing board of a shareholder, member, or owner local agency and who is attending a properly noticed meeting of the public bank governing board in lieu of a shareholder, member, or owner local agency's regularly appointed member may attend a closed session of the public bank governing board.

(c) If the governing board of a public bank adopts a policy or a bylaw or includes provisions in its governing documents pursuant to subdivision (b), then the governing board of the shareholder, member, or owner local agency, upon the advice of its legal counsel, may conduct a closed session in order to receive, discuss, and take action concerning information obtained in a closed session of the public bank governing board pursuant to paragraph (1) of subdivision (b).

(Added by Stats. 2019, Ch. 442, Sec. 15. (AB 857) Effective January 1, 2020.)

54957. (a) (1) This chapter does not prevent the legislative body of a local agency from holding closed sessions with the Governor, Attorney General, district attorney, agency counsel, sheriff, or chief of police, or other law enforcement or security personnel, or a security consultant or a security operations manager, on matters posing a threat to the security of public buildings, a threat to the security of essential public services, including water, drinking water, wastewater treatment, natural gas service, and electric service, a threat to the public's right of access to public services or public facilities, or a threat to critical infrastructure controls or critical infrastructure information relating to cybersecurity.

(2) For purposes of this subdivision, the following definitions apply:

(A) "Critical infrastructure controls" means networks and systems controlling assets so vital to the local agency that the incapacity or destruction of those networks, systems, or assets would have a debilitating impact on public health, safety, economic security, or any combination thereof.

(B) "Critical infrastructure information" means information not customarily in the public domain pertaining to any of the following:

(i) Actual, potential, or threatened interference with, or an attack on, compromise of, or incapacitation of critical infrastructure controls by either physical or computer-based attack or other similar conduct, including, but not limited to, the misuse of, or unauthorized access to, all types of communications and data transmission systems, that violates federal, state, or local law or harms public health, safety, or economic security, or any combination thereof.

(ii) The ability of critical infrastructure controls to resist any interference, compromise, or incapacitation, including, but not limited to, any planned or past assessment or estimate of the vulnerability of critical infrastructure.

(iii) Any planned or past operational problem or solution regarding critical infrastructure controls, including, but not limited to, repair, recovery, reconstruction, insurance, or continuity, to the extent it is related to interference, compromise, or incapacitation of critical infrastructure controls.

(b) (1) Subject to paragraph (2), this chapter does not prevent the legislative body of a local agency from holding closed sessions during a regular or special meeting to consider the appointment, employment, evaluation of performance, discipline, or dismissal of a public employee or to hear complaints or charges brought against the employee by another person or employee unless the employee requests a public session.

(2) As a condition to holding a closed session on specific complaints or charges brought against an employee by another person or employee, the employee shall be given written notice of their right to have the complaints or charges heard in an open session rather than a closed session, which notice shall be delivered to the employee personally or by mail at least 24 hours before the time for holding the session. If notice is not given, any disciplinary or other action taken by the legislative body against the employee based on the specific complaints or charges in the closed session shall be null and void.

(3) The legislative body also may exclude from the public or closed meeting, during the examination of a witness, any or all other witnesses in the matter being investigated by the legislative body.

(4) For the purposes of this subdivision, the term "employee" shall include an officer or an independent contractor who functions as an officer or an employee but shall not include any elected official, member of a legislative body or other independent contractors. This subdivision shall not limit local officials' ability to hold closed session meetings pursuant to Sections 1461, 32106, and 32155 of the Health and Safety Code or Sections 37606 and 37624.3 of the Government Code. Closed sessions held pursuant to this subdivision shall not include discussion or action on proposed compensation except for a reduction of compensation that results from the imposition of discipline.

(Amended by Stats. 2024, Ch. 243, Sec. 1. (AB 2715) Effective January 1, 2025.)

54957.1. (a) The legislative body of any local agency shall publicly report any action taken in closed session and the vote or abstention on that action of every member present, as follows:

(1) Approval of an agreement concluding real estate negotiations pursuant to Section 54956.8 shall be reported after the agreement is final, as follows:

(A) If its own approval renders the agreement final, the body shall report that approval and the substance of the agreement in open session at the public meeting during which the closed session is held.

(B) If final approval rests with the other party to the negotiations, the local agency shall disclose the fact of that approval and the substance of the agreement upon inquiry by any person, as soon as the other party or its agent has informed the local agency of its approval.

(2) Approval given to its legal counsel to defend, or seek or refrain from seeking appellate review or relief, or to enter as an amicus curiae in any form of litigation as the result of a consultation under Section 54956.9 shall be reported in open session at the public meeting during which the closed session is held. The report shall identify, if known, the adverse party or parties and the substance of the litigation. In the case of approval given to initiate or intervene in an action, the announcement need not identify the action, the defendants, or other particulars, but shall specify that the direction to initiate or intervene in an action has been given and that the action, the defendants, and the other particulars shall, once formally commenced, be disclosed to any person upon inquiry, unless to do so would jeopardize the agency's ability to effectuate service of process on one or more unserved parties, or that to do so would jeopardize its ability to conclude existing settlement negotiations to its advantage.

(3) Approval given to its legal counsel of a settlement of pending litigation, as defined in Section 54956.9, at any stage prior to or during a judicial or quasi-judicial proceeding shall be reported after the settlement is final, as follows:

(A) If the legislative body accepts a settlement offer signed by the opposing party, the body shall report its acceptance and identify the substance of the agreement in open session at the public meeting during which the closed session is held.

(B) If final approval rests with some other party to the litigation or with the court, then as soon as the settlement becomes final, and upon inquiry by any person, the local agency shall disclose the fact of that approval, and identify the substance of the agreement.

(4) Disposition reached as to claims discussed in closed session pursuant to Section 54956.95 shall be reported as soon as reached in a manner that identifies the name of the claimant, the name of the local agency claimed against, the substance of the claim, and any monetary amount approved for payment and agreed upon by the claimant.

(5) Action taken to appoint, employ, dismiss, accept the resignation of, or otherwise affect the employment status of a public employee in closed session pursuant to Section 54957 shall be reported at the public meeting during which the closed session is held. Any report required by this paragraph shall identify the title of the position. The general requirement of this paragraph notwithstanding, the report of a dismissal or of the nonrenewal of an employment contract shall be deferred until the first public meeting following the exhaustion of administrative remedies, if any.

(6) Approval of an agreement concluding labor negotiations with represented employees pursuant to Section 54957.6 shall be reported after the agreement is final and has been accepted or ratified by the other party. The report shall identify the item approved and the other party or parties to the negotiation.

(7) Pension fund investment transaction decisions made pursuant to Section 54956.81 shall be disclosed at the first open meeting of the legislative body held after the earlier of the close of the investment transaction or the transfer of pension fund assets for the investment transaction.

(b) Reports that are required to be made pursuant to this section may be made orally or in writing. The legislative body shall provide to any person who has submitted a written request to the legislative body within 24 hours of the posting of the agenda, or to any person who has made a standing request for all documentation as part of a request for notice of meetings pursuant to Section 54954.1 or 54956, if the requester is present at the time the closed session ends, copies of any contracts, settlement agreements, or other documents that were finally approved or adopted in the closed session. If the action taken results in one or more substantive amendments to the related documents requiring retyping, the documents need not be released until the retyping is completed during normal business hours, provided that the presiding officer of the legislative body or his or her designee orally summarizes the substance of the amendments for the benefit of the document requester or any other person present and requesting the information.

(c) The documentation referred to in subdivision (b) shall be available to any person on the next business day following the meeting in which the action referred to is taken or, in the case of substantial amendments, when any necessary retyping is complete.

(d) Nothing in this section shall be construed to require that the legislative body approve actions not otherwise subject to legislative body approval.

(e) No action for injury to a reputational, liberty, or other personal interest may be commenced by or on behalf of any employee or former employee with respect to whom a disclosure is made by a legislative body in an effort to comply with this section.

(f) This section is necessary to implement, and reasonably within the scope of, paragraph (1) of subdivision (b) of Section 3 of Article I of the California Constitution.

(Amended by Stats. 2006, Ch. 538, Sec. 311. Effective January 1, 2007.)

54957.2. (a) The legislative body of a local agency may, by ordinance or resolution, designate a clerk or other officer or employee of the local agency who shall then attend each closed session of the legislative body and keep and enter in a minute book a record of topics discussed and decisions made at the meeting. The minute book made pursuant to this section is not a public record subject to inspection pursuant to the California Public Records Act (Division 10 (commencing with Section 7920.000) of Title 1), and shall be kept confidential. The minute book shall be available only to members of the legislative body or, if a violation of this chapter is alleged to have occurred at a

closed session, to a court of general jurisdiction wherein the local agency lies. The minute book may, but need not, consist of a recording of the closed session.

(b) An elected legislative body of a local agency may require that each legislative body all or a majority of whose members are appointed by or under the authority of the elected legislative body keep a minute book as prescribed under subdivision (a).

(Amended by Stats. 2021, Ch. 615, Sec. 207. (AB 474) Effective January 1, 2022. Operative January 1, 2023, pursuant to Sec. 463 of Stats. 2021, Ch. 615.)

54957.5. (a) Agendas of public meetings are disclosable public records under the California Public Records Act (Division 10 (commencing with Section 7920.000) of Title 1), and shall be made available upon request without delay and in compliance with Section 54954.2 or Section 54956, as applicable. However, this section shall not apply to a writing, or portion thereof, that is exempt from public disclosure.

(b) (1) If a writing is a public record related to an agenda item for an open session of a regular meeting of the legislative body of a local agency and is distributed to all, or a majority of all, of the members of a legislative body of a local agency by a person in connection with a matter subject to discussion or consideration at an open meeting of the body less than 72 hours before that meeting, the writing shall be made available for public inspection pursuant to paragraph (2) at the time the writing is distributed to all, or a majority of all, of the members of the body.

(2) (A) Except as provided in subparagraph (B), a local agency shall comply with both of the following requirements:

(i) A local agency shall make any writing described in paragraph (1) available for public inspection at a public office or location that the agency shall designate for this purpose.

(ii) A local agency shall list the address of the office or location designated pursuant to clause (i) on the agendas for all meetings of the legislative body of that agency.

(B) A local agency shall not be required to comply with the requirements of subparagraph (A) if all of the following requirements are met:

(i) An initial staff report or similar document containing an executive summary and the staff recommendation, if any, relating to that agenda item is made available for public inspection at the office or location designated pursuant to clause (i) of subparagraph (A) at least 72 hours before the meeting.

(ii) The local agency immediately posts any writing described in paragraph (1) on the local agency's internet website in a position and manner that makes it clear that the writing relates to an agenda item for an upcoming meeting.

(iii) The local agency lists the web address of the local agency's internet website on the agendas for all meetings of the legislative body of that agency.

(iv) (I) Subject to subclause (II), the local agency makes physical copies available for public inspection, beginning the next regular business hours for the local agency, at the office or location designated pursuant to clause (i) of subparagraph (A).

(II) This clause is satisfied only if the next regular business hours of the local agency commence at least 24 hours before that meeting.

(c) Writings that are public records described in subdivision (b) and distributed during a public meeting shall be made available for public inspection at the meeting if prepared by the local agency or a member of its legislative body, or after the meeting if prepared by some other person. These writings shall be made available in appropriate alternative formats upon request by a person with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof.

(d) This chapter shall not be construed to prevent the legislative body of a local agency from charging a fee or deposit for a copy of a public record pursuant to Section 7922.530, except that a surcharge shall not be imposed on persons with disabilities in violation of Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof.

(e) This section shall not be construed to limit or delay the public's right to inspect or obtain a copy of any record required to be disclosed under the requirements of the California Public Records Act (Division 10 (commencing with Section 7920.000) of Title 1), including, but not limited to, the ability of the public to inspect public records pursuant to Section 7922.525 and obtain copies of public records pursuant to either subdivision (b) of Section 7922.530 or Section 7922.535. This chapter shall not be construed to require a legislative body of a local agency to place any paid advertisement or any other paid notice in any publication.

(Amended (as amended by Stats. 2021, Ch. 615, Sec. 208) by Stats. 2022, Ch. 971, Sec. 1. (AB 2647) Effective January 1, 2023.)

54957.6. (a) Notwithstanding any other provision of law, a legislative body of a local agency may hold closed sessions with the local agency's designated representatives regarding the salaries, salary schedules, or compensation paid in the form of fringe benefits of its represented and unrepresented employees, and, for represented employees, any other matter within the statutorily provided scope of representation, subject to all of the following conditions:

(1) Prior to the closed session, the legislative body of the local agency shall hold an open and public session in which it identifies its designated representatives.

(2) The closed session shall be for the purpose of reviewing its position and instructing the local agency's designated representatives.

(3) The closed session may take place prior to and during consultations and discussions with representatives of employee organizations and unrepresented employees.

(4) Any closed session with the local agency's designated representative regarding the salaries, salary schedules, or compensation paid in the form of fringe benefits may include discussion of an agency's available funds and funding priorities, but only insofar as these discussions relate to providing instructions to the local agency's designated representative.

(5) The closed session shall not include final action on the proposed compensation of one or more unrepresented employees.

(6) For the purposes enumerated in this section, a legislative body of a local agency may also meet with a state conciliator who has intervened in the proceedings.

(b) For the purposes of this section, the term "employee" shall include an officer or an independent contractor who functions as an officer or an employee, but shall not include any elected official, member of a legislative body, or other independent contractors.

(Amended by Stats. 2025, Ch. 327, Sec. 20. (SB 707) Effective January 1, 2026.)

54957.7. (a) Prior to holding any closed session, the legislative body of the local agency shall disclose, in an open meeting, the item or items to be discussed in the closed session. The disclosure may take the form of a reference to the item or items as they are listed by number or letter on the agenda. In the closed session, the legislative body may consider only those matters covered in its statement. Nothing in this section shall require or authorize a disclosure of information prohibited by state or federal law.

(b) After any closed session, the legislative body shall reconvene into open session prior to adjournment and shall make any disclosures required by Section 54957.1 of action taken in the closed session.

(c) The announcements required to be made in open session pursuant to this section may be made at the location announced in the agenda for the closed session, as long as the public is allowed to be present at that location for the purpose of hearing the announcements.

(Amended by Stats. 1993, Ch. 1137, Sec. 15. Effective January 1, 1994. Operative April 1, 1994, by Sec. 23 of Ch. 1137.)

54957.8. (a) For purposes of this section, "multijurisdictional law enforcement agency" means a joint powers entity formed pursuant to Article 1 (commencing with Section 6500) of Chapter 5 of Division 7 of Title 1 that provides law enforcement services for the parties to the joint powers agreement for the purpose of investigating criminal activity involving drugs; gangs; sex crimes; firearms trafficking or felony possession of a firearm; high technology, computer, or identity theft; human trafficking; or vehicle theft.

(b) Nothing contained in this chapter shall be construed to prevent the legislative body of a multijurisdictional law enforcement agency, or an advisory body of a multijurisdictional law enforcement agency, from holding closed sessions to discuss the case records of any ongoing criminal investigation of the multijurisdictional law enforcement agency or of any party to the joint powers agreement, to hear testimony from persons involved in the investigation, and to discuss courses of action in particular cases.

(Amended by Stats. 2006, Ch. 427, Sec. 1. Effective September 22, 2006.)

54957.9. In the event that any meeting is willfully interrupted by a group or groups of persons so as to render the orderly conduct of the meeting unfeasible and order cannot be restored by the removal of individuals who are willfully interrupting the meeting, the members of the legislative body conducting the meeting may order the meeting room cleared and continue in session. Only matters appearing on the agenda may be considered in such a session. Representatives of the press or other news media, except those participating in the disturbance, shall be allowed to attend any session held pursuant to this section. Nothing in this section shall prohibit the legislative body from establishing a procedure for readmitting an individual or individuals not responsible for willfully disturbing the orderly conduct of the meeting.

(Amended by Stats. 2025, Ch. 327, Sec. 21. (SB 707) Effective January 1, 2026.)

54957.95. (a) (1) In addition to authority exercised pursuant to Sections 54954.3 and 54957.9, the presiding member of the legislative body conducting a meeting or their designee may remove, or cause the removal of, an individual for disrupting the meeting, including any teleconferenced meeting.

(2) Prior to removing an individual, the presiding member or their designee shall warn the individual that their behavior is disrupting the meeting and that their failure to cease their behavior may result in their removal. The presiding member or their designee may then remove the individual if they do not promptly cease their disruptive behavior. This paragraph does not apply to any behavior described in subparagraph (B) of paragraph (1) of subdivision (b).

(b) As used in this section:

(1) "Disrupting" means engaging in behavior during a meeting of a legislative body that actually disrupts, disturbs, impedes, or renders infeasible the orderly conduct of the meeting and includes, but is not limited to, one of the following:

(A) A failure to comply with reasonable and lawful regulations adopted by a legislative body pursuant to Section 54954.3 or any other law.

(B) Engaging in behavior that constitutes use of force or a true threat of force.

(2) "True threat of force" means a threat that has sufficient indicia of intent and seriousness, that a reasonable observer would perceive it to be an actual threat to use force by the person making the threat.

(Amended by Stats. 2025, Ch. 327, Sec. 22. (SB 707) Effective January 1, 2026.)

54957.96. (a) The existing authority of a legislative body or its presiding officer to remove or limit participation by persons who engage in behavior that actually disrupts, disturbs, impedes, or renders infeasible the orderly conduct of the meeting, including existing limitations upon that authority, shall apply to members of the public participating in a meeting via a two-way telephonic service or a two-way audiovisual platform.

(b) For purposes of this section, the following definitions apply:

(1) "Two-way audiovisual platform" means an online platform that provides participants with the ability to participate in a meeting via both an interactive video conference and a two-way telephonic service. A two-way audiovisual platform may be structured to disable the use of video for the public participants.

(2) "Two-way telephonic service" means a telephone service that does not require internet access and allows participants to dial a telephone number to listen and verbally participate.

(Added by Stats. 2025, Ch. 327, Sec. 23. (SB 707) Effective January 1, 2026.)

54957.10. Notwithstanding any other provision of law, a legislative body of a local agency may hold closed sessions to discuss a local agency employee's application for early withdrawal of funds in a deferred compensation plan when

the application is based on financial hardship arising from an unforeseeable emergency due to illness, accident, casualty, or other extraordinary event, as specified in the deferred compensation plan.

(Added by Stats. 2001, Ch. 45, Sec. 1. Effective January 1, 2002.)

54958. The provisions of this chapter shall apply to the legislative body of every local agency notwithstanding the conflicting provisions of any other state law.

(Added by Stats. 1953, Ch. 1588.)

54959. Each member of a legislative body who attends a meeting of that legislative body where action is taken in violation of any provision of this chapter, and where the member intends to deprive the public of information to which the member knows or has reason to know the public is entitled under this chapter, is guilty of a misdemeanor.

(Amended by Stats. 1994, Ch. 32, Sec. 18. Effective March 30, 1994. Operative April 1, 1994, by Sec. 23 of Ch. 32.)

54960. (a) The district attorney or any interested person may commence an action by mandamus, injunction, or declaratory relief for the purpose of stopping or preventing violations or threatened violations of this chapter by members of the legislative body of a local agency or to determine the applicability of this chapter to ongoing actions or threatened future actions of the legislative body, or to determine the applicability of this chapter to past actions of the legislative body, subject to Section 54960.2, or to determine whether any rule or action by the legislative body to penalize or otherwise discourage the expression of one or more of its members is valid or invalid under the laws of this state or of the United States, or to compel the legislative body to audio record its closed sessions as hereinafter provided.

(b) The court in its discretion may, upon a judgment of a violation of Section 54956.7, 54956.8, 54956.9, 54956.95, 54957, or 54957.6, order the legislative body to audio record its closed sessions and preserve the audio recordings for the period and under the terms of security and confidentiality the court deems appropriate.

(c) (1) Each recording so kept shall be immediately labeled with the date of the closed session recorded and the title of the clerk or other officer who shall be custodian of the recording.

(2) The audio recordings shall be subject to the following discovery procedures:

(A) In any case in which discovery or disclosure of the audio recording is sought by either the district attorney or the plaintiff in a civil action pursuant to Section 54959, 54960, or 54960.1 alleging that a violation of this chapter has occurred in a closed session that has been recorded pursuant to this section, the party seeking discovery or disclosure shall file a written notice of motion with the appropriate court with notice to the governmental agency that has custody and control of the audio recording. The notice shall be given pursuant to subdivision (b) of Section 1005 of the Code of Civil Procedure.

(B) The notice shall include, in addition to the items required by Section 1010 of the Code of Civil Procedure, all of the following:

(i) Identification of the proceeding in which discovery or disclosure is sought, the party seeking discovery or disclosure, the date and time of the meeting recorded, and the governmental agency that has custody and control of the recording.

(ii) An affidavit that contains specific facts indicating that a violation of the act occurred in the closed session.

(3) If the court, following a review of the motion, finds that there is good cause to believe that a violation has occurred, the court may review, in camera, the recording of that portion of the closed session alleged to have violated the act.

(4) If, following the in camera review, the court concludes that disclosure of a portion of the recording would be likely to materially assist in the resolution of the litigation alleging violation of this chapter, the court shall, in its discretion, make a certified transcript of the portion of the recording a public exhibit in the proceeding.

(5) This section shall not permit discovery of communications that are protected by the attorney-client privilege.

(Amended by Stats. 2012, Ch. 732, Sec. 1. (SB 1003) Effective January 1, 2013.)

54960.1. (a) The district attorney or any interested person may commence an action by mandamus or injunction for the purpose of obtaining a judicial determination that an action taken by a legislative body of a local agency in violation of Section 54953, 54954.2, 54954.5, 54954.6, 54956, or 54956.5 is null and void under this section. Nothing in this chapter shall be construed to prevent a legislative body from curing or correcting an action challenged pursuant to this section.

(b) Prior to any action being commenced pursuant to subdivision (a), the district attorney or interested person shall make a demand of the legislative body to cure or correct the action alleged to have been taken in violation of Section 54953, 54954.2, 54954.5, 54954.6, 54956, or 54956.5. The demand shall be in writing and clearly describe the challenged action of the legislative body and nature of the alleged violation.

(c) (1) The written demand shall be made within 90 days from the date the action was taken unless the action was taken in an open session but in violation of Section 54954.2, in which case the written demand shall be made within 30 days from the date the action was taken.

(2) Within 30 days of receipt of the demand, the legislative body shall cure or correct the challenged action and inform the demanding party in writing of its actions to cure or correct or inform the demanding party in writing of its decision not to cure or correct the challenged action.

(3) If the legislative body takes no action within the 30-day period, the inaction shall be deemed a decision not to cure or correct the challenged action, and the 15-day period to commence the action described in subdivision (a) shall commence to run the day after the 30-day period to cure or correct expires.

(4) Within 15 days of receipt of the written notice of the legislative body's decision to cure or correct, or not to cure or correct, or within 15 days of the expiration of the 30-day period to cure or correct, whichever is earlier, the demanding party shall be required to commence the action pursuant to subdivision (a) or thereafter be barred from commencing the action.

(d) An action taken that is alleged to have been taken in violation of Section 54953, 54954.2, 54954.5, 54954.6, 54956, or 54956.5 shall not be determined to be null and void if any of the following conditions exist:

(1) The action taken was in substantial compliance with Sections 54953, 54954.2, 54954.5, 54954.6, 54956, and 54956.5.

(2) The action taken was in connection with the sale or issuance of notes, bonds, or other evidences of indebtedness or any contract, instrument, or agreement thereto.

(3) The action taken gave rise to a contractual obligation, including a contract let by competitive bid other than compensation for services in the form of salary or fees for professional services, upon which a party has, in good faith and without notice of a challenge to the validity of the action, detrimentally relied.

(4) The action taken was in connection with the collection of any tax.

(5) Any person, city, city and county, county, district, or any agency or subdivision of the state alleging noncompliance with subdivision (a) of Section 54954.2, Section 54956, or Section 54956.5, because of any defect, error, irregularity, or omission in the notice given pursuant to those provisions, had actual notice of the item of business at least 72 hours prior to the meeting at which the action was taken, if the meeting was noticed pursuant to Section 54954.2, or 24 hours prior to the meeting at which the action was taken if the meeting was noticed pursuant to Section 54956, or prior to the meeting at which the action was taken if the meeting is held pursuant to Section 54956.5.

(e) During any action seeking a judicial determination pursuant to subdivision (a) if the court determines, pursuant to a showing by the legislative body that an action alleged to have been taken in violation of Section 54953, 54954.2, 54954.5, 54954.6, 54956, or 54956.5 has been cured or corrected by a subsequent action of the legislative body, the action filed pursuant to subdivision (a) shall be dismissed with prejudice.

(f) The fact that a legislative body takes a subsequent action to cure or correct an action taken pursuant to this section shall not be construed or admissible as evidence of a violation of this chapter.

(Amended by Stats. 2002, Ch. 454, Sec. 23. Effective January 1, 2003.)

54960.2. (a) The district attorney or any interested person may file an action to determine the applicability of this chapter to past actions of the legislative body pursuant to subdivision (a) of Section 54960 only if all of the following conditions are met:

(1) The district attorney or interested person alleging a violation of this chapter first submits a cease and desist letter by postal mail or facsimile transmission to the clerk or secretary of the legislative body being accused of the violation, as designated in the statement pertaining to that public agency on file pursuant to Section 53051, or if the agency does not have a statement on file designating a clerk or a secretary, to the chief executive officer of that agency, clearly describing the past action of the legislative body and nature of the alleged violation.

(2) The cease and desist letter required under paragraph (1) is submitted to the legislative body within nine months of the alleged violation.

(3) The time during which the legislative body may respond to the cease and desist letter pursuant to subdivision (b) has expired and the legislative body has not provided an unconditional commitment pursuant to subdivision (c).

(4) Within 60 days of receipt of the legislative body's response to the cease and desist letter, other than an unconditional commitment pursuant to subdivision (c), or within 60 days of the expiration of the time during which the legislative body may respond to the cease and desist letter pursuant to subdivision (b), whichever is earlier, the party submitting the cease and desist letter shall commence the action pursuant to subdivision (a) of Section 54960 or thereafter be barred from commencing the action.

(b) The legislative body may respond to a cease and desist letter submitted pursuant to subdivision (a) within 30 days of receiving the letter. This subdivision shall not be construed to prevent the legislative body from providing an unconditional commitment pursuant to subdivision (c) at any time after the 30-day period has expired, except that in that event the court shall award court costs and reasonable attorney fees to the plaintiff in an action brought pursuant to this section, in accordance with Section 54960.5.

(c) (1) If the legislative body elects to respond to the cease and desist letter with an unconditional commitment to cease, desist from, and not repeat the past action that is alleged to violate this chapter, that response shall be in substantially the following form:

To _____:

The [name of legislative body] has received your cease and desist letter dated [date] alleging that the following described past action of the legislative body violates the Ralph M. Brown Act:

[Describe alleged past action, as set forth in the cease and desist letter submitted pursuant to subdivision (a)]

In order to avoid unnecessary litigation and without admitting any violation of the Ralph M. Brown Act, the [name of legislative body] hereby unconditionally commits that it will cease, desist from, and not repeat the challenged past action as described above.

The [name of legislative body] may rescind this commitment only by a majority vote of its membership taken in open session at a regular meeting and noticed on its posted agenda as "Rescission of Brown Act Commitment." You will be provided with written notice, sent by any means or media you provide in response to this message, to whatever address or addresses you specify, of any intention to consider rescinding this commitment at least 30 days before any such regular meeting. In the event that this commitment is rescinded, you will have the right to commence legal action pursuant to subdivision (a) of Section 54960 of the Government Code. That notice will be delivered to you by the same means as this commitment, or may be mailed to an address that you have designated in writing.

Very truly yours,

[Chairperson or acting chairperson of the legislative body]

(2) An unconditional commitment pursuant to this subdivision shall be approved by the legislative body in open session at a regular or special meeting as a separate item of business, and not on its consent agenda.

(3) An action shall not be commenced to determine the applicability of this chapter to any past action of the legislative body for which the legislative body has provided an unconditional commitment pursuant to this subdivision. During any action seeking a judicial determination regarding the applicability of this chapter to any past action of the legislative body pursuant to subdivision (a), if the court determines that the legislative body has provided an unconditional commitment pursuant to this subdivision, the action shall be dismissed with prejudice. Nothing in this subdivision shall be construed to modify or limit the existing ability of the district attorney or any interested person to commence an action to determine the applicability of this chapter to ongoing actions or threatened future actions of the legislative body.

(4) Except as provided in subdivision (d), the fact that a legislative body provides an unconditional commitment shall not be construed or admissible as evidence of a violation of this chapter.

(d) If the legislative body provides an unconditional commitment as set forth in subdivision (c), the legislative body shall not thereafter take or engage in the challenged action described in the cease and desist letter, except as provided in subdivision (e). Violation of this subdivision shall constitute an independent violation of this chapter, without regard to whether the challenged action would otherwise violate this chapter. An action alleging past violation or threatened future violation of this subdivision may be brought pursuant to subdivision (a) of Section 54960, without regard to the procedural requirements of this section.

(e) The legislative body may resolve to rescind an unconditional commitment made pursuant to subdivision (c) by a majority vote of its membership taken in open session at a regular meeting as a separate item of business not on its consent agenda, and noticed on its posted agenda as "Rescission of Brown Act Commitment," provided that not less than 30 days prior to such regular meeting, the legislative body provides written notice of its intent to consider the rescission to each person to whom the unconditional commitment was made, and to the district attorney. Upon rescission, the district attorney or any interested person may commence an action pursuant to subdivision (a) of Section 54960. An action under this subdivision may be brought pursuant to subdivision (a) of Section 54960, without regard to the procedural requirements of this section.

(Added by Stats. 2012, Ch. 732, Sec. 2. (SB 1003) Effective January 1, 2013.)

54960.5. A court may award court costs and reasonable attorney fees to the plaintiff in an action brought pursuant to Section 54960, 54960.1, or 54960.2 where it is found that a legislative body of the local agency has violated this chapter. Additionally, when an action brought pursuant to Section 54960.2 is dismissed with prejudice because a legislative body has provided an unconditional commitment pursuant to paragraph (1) of subdivision (c) of that section at any time after the 30-day period for making such a commitment has expired, the court shall award court costs and reasonable attorney fees to the plaintiff if the filing of that action caused the legislative body to issue the unconditional commitment. The costs and fees shall be paid by the local agency and shall not become a personal liability of any public officer or employee of the local agency.

A court may award court costs and reasonable attorney fees to a defendant in any action brought pursuant to Section 54960 or 54960.1 where the defendant has prevailed in a final determination of such action and the court finds that the action was clearly frivolous and totally lacking in merit.

(Amended by Stats. 2012, Ch. 732, Sec. 3. (SB 1003) Effective January 1, 2013.)

54961. (a) No legislative body of a local agency shall conduct any meeting in any facility that prohibits the admittance of any person, or persons, on the basis of ancestry or any characteristic listed or defined in Section 11135, or which is inaccessible to disabled persons, or where members of the public may not be present without making a payment or purchase. This section shall apply to every local agency as defined in Section 54951.

(b) No notice, agenda, announcement, or report required under this chapter need identify any victim or alleged victim of tortious sexual conduct or child abuse unless the identity of the person has been publicly disclosed.

(Amended by Stats. 2007, Ch. 568, Sec. 35. Effective January 1, 2008.)

54962. Except as expressly authorized by this chapter, or by Sections 1461, 1462, 32106, and 32155 of the Health and Safety Code, or by Sections 37606, 37606.1, and 37624.3 of the Government Code as they apply to hospitals, or by any provision of the Education Code pertaining to school districts and community college districts, no closed session may be held by any legislative body of any local agency.

(Amended by Stats. 2006, Ch. 157, Sec. 2. Effective January 1, 2007.)

54963. (a) A person may not disclose confidential information that has been acquired by being present in a closed session authorized by Section 54956.7, 54956.8, 54956.86, 54956.87, 54956.9, 54957, 54957.6, 54957.8, or 54957.10 to a person not entitled to receive it, unless the legislative body authorizes disclosure of that confidential information.

(b) For purposes of this section, "confidential information" means a communication made in a closed session that is specifically related to the basis for the legislative body of a local agency to meet lawfully in closed session under this chapter.

(c) Violation of this section may be addressed by the use of such remedies as are currently available by law, including, but not limited to:

(1) Injunctive relief to prevent the disclosure of confidential information prohibited by this section.

(2) Disciplinary action against an employee who has willfully disclosed confidential information in violation of this section.

(3) Referral of a member of a legislative body who has willfully disclosed confidential information in violation of this section to the grandjury.

(d) Disciplinary action pursuant to paragraph (2) of subdivision (c) shall require that the employee in question has either received training as to the requirements of this section or otherwise has been given notice of the requirements of this section.

(e) A local agency may not take any action authorized by subdivision (c) against a person, nor shall it be deemed a violation of this section, for doing any of the following:

(1) Making a confidential inquiry or complaint to a district attorney or grand jury concerning a perceived violation of law, including disclosing facts to a district attorney or grand jury that are necessary to establish the illegality of an action taken by a legislative body of a local agency or the potential illegality of an action that has been the subject of deliberation at a closed session if that action were to be taken by a legislative body of a local agency.

(2) Expressing an opinion concerning the propriety or legality of actions taken by a legislative body of a local agency in closed session, including disclosure of the nature and extent of the illegal or potentially illegal action.

(3) Disclosing information acquired by being present in a closed session under this chapter that is not confidential information.

(f) Nothing in this section shall be construed to prohibit disclosures under the whistleblower statutes contained in Section 1102.5 of the Labor Code or Article 4.5 (commencing with Section 53296) of Chapter 2 of this code.

(Added by Stats. 2002, Ch. 1119, Sec. 1. Effective January 1, 2003.)

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9.1
FISCAL YEARS 2026-36 PAVEMENT
MANAGEMENT PLAN

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City of Laguna Woods

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Christopher Macon, City Manager

FOR: February 24, 2026 City Council Meeting

SUBJECT: Fiscal Years 2026-36 Pavement Management Plan

Recommendation

1. Adopt a resolution titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, CONCERNING THE STATUS AND UPDATE OF THE PAVEMENT MANAGEMENT PLAN FOR THE MEASURE M2 (M2) PROGRAM, ADOPTING A PAVEMENT MANAGEMENT PLAN FOR FISCAL YEARS 2026-27 THROUGH 2035-36, AND DETERMINING AND CERTIFYING THAT THE ORDINANCE IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

AND

2. Direct staff to advance the Fiscal Years 2026-36 Pavement Management Plan's proposed project for Fiscal Year 2027-28 to be completed together with the proposed project for Fiscal Year 2026-27 in Fiscal Year 2026-27.

Background

The City maintains approximately 9.8 centerline miles of pavement on four public streets (El Toro Road, Moulton Parkway, Ridge Route Drive, and Santa Maria Avenue). Centerline miles measure the length of streets, irrespective of the number of vehicle travel lanes.

Orange County cities are required to adopt and update a pavement management plan at least every two years to remain eligible to receive Measure M2 (OC Go) funds. The format and process required to be used in the preparation of pavement management plans is established by the Orange County Transportation Authority ("OCTA").

The City Council most recently adopted a pavement management plan on March 30, 2024 for Fiscal Years 2024-34.

Discussion

Today's meeting is an opportunity for City Council action, as well as public input, on the proposed Fiscal Years 2026-36 Pavement Management Plan (Attachment A). Staff recommends that the City Council adopt the proposed Fiscal Years 2026-36 Pavement Management Plan to comply with Measure M2 (OC Go) requirements and assist with the strategic development of capital improvement projects.

The proposed Pavement Management Plan was prepared by Kimley-Horn and Associates, Inc. Kimley-Horn also prepared the City's Fiscal Years 2024-34 Pavement Management Plan and has provided similar services for the cities of Agoura Hills, Artesia, and Monterey.

Existing Conditions

Following field inspections conducted in October 2025, the City's pavement was found to be in "good" condition, overall, with a citywide Pavement Condition Index ("PCI") of 81.90 of 100.00, which is a decrease of 6.10 from the previous October 2023 measurement date. A memorandum from Kimley-Horn with additional information regarding the circumstances leading to the 6.10 decrease in PCI is included as Attachment B.

Table 1: Citywide PCI Measurements

Measurement Date	Citywide PCI	Change in Citywide PCI from Prior Measurement
October 2025	81.90*	(6.10)
October 2023	88.00	1.40
November 2021	86.60	0.43
February 2020	86.17	(2.63)
March 2018	88.80	-
5-Cycle Median PCI**	86.60	

* The current fiscal year's pavement management work on eastbound Santa Maria Avenue between Santa Vittoria and Moulton Parkway, and at the intersection of Moulton Parkway/Santa Maria Avenue, is not reflected in the October 2025 Citywide PCI as construction had not yet begun at the time of the field inspections. During the October 2025 field inspections, those eastbound Santa Maria Avenue segments were found to have a blended (average) PCI of 74.77, which is anticipated to increase to 100.00 following completion of the current fiscal year's pavement management work.

** "5-Cycle Median PCI" is the midpoint of the five most recent Citywide PCI measurements.

Proposed Pavement Management Plan

While not required by OCTA, the proposed Pavement Management Plan includes a 10-fiscal-

year – instead of seven-fiscal-year – maintenance and rehabilitation plan. That extended planning horizon assists with budgeting and long-range planning.

The proposed Pavement Management Plan would maintain the City’s streets in “good” condition or above for each of the next 10 fiscal years. The Citywide PCI is estimated to increase from the most recent measurement of 81.90 to 85.50 in Fiscal Year 2031-32. Please note that each year’s PCI is an estimate based on greater projections and assumptions than the year prior. On a biennial basis, actual conditions are assessed via field inspections.

The following tables summarize changes in the proposed Pavement Management Plan that would affect the current and next two-year budgets. The Fiscal Impact section of this agenda report contains additional information on anticipated costs and funding.

Table 2: Impact of Proposed Pavement Management Plan on Current Two-Year Budget

Fiscal Year	Current Project	Proposed Project
2025-26	Eastbound Santa Maria Avenue between Santa Vittoria Avenue and Moulton Parkway. Budget: \$440,480 (including \$93,700 to be reimbursed by the City of Laguna Hills for work in their jurisdiction)	N/A – Project is underway
2026-27	Northbound Moulton Parkway between City Limits and Calle Cortez. Budget: \$393,997 October 2025 Blended PCI: 73.83	Westbound El Toro Road between Moulton Parkway and Home Depot/Town Centre. Budget: \$276,000 October 2025 PCI: 60.40
Net Fiscal Impact on Fiscal Years 2025-27: Fiscal Year 2026-27 appropriations would be \$117,997 lower than previously anticipated.		

Table 3: Impact of Proposed Pavement Management Plan on Next Two-Year Budget

Fiscal Year	Current Project	Proposed Project
2027-28	Westbound El Toro Road between Moulton Parkway and Calle Sonora. Budget: \$333,408 October 2025 Blended PCI: 67.75 <i>(A portion of the “Current Project” for Fiscal Year 2027-28 is proposed to be completed in Fiscal Year 2026-27, resulting in an October 2025 PCI of</i>	Northbound and Southbound Moulton Parkway between El Toro Road and Via Campo Verde. Budget: \$314,000 October 2025 PCI: 68.55 <i>Note: Staff recommends advancing this project to Fiscal Year 2026-27. If advanced, it would be completed</i>

	75.10 for the remaining segment.)	together with the proposed project for Fiscal Year 2026-27. No pavement management work would occur in Fiscal Year 2027-28.
2028-29	Northbound Moulton Parkway between Via Campo Verde and Gate 12. Budget: \$331,000 October 2025 Blended PCI: 68.20 (A portion of the “Current Project” for Fiscal Year 2028-29 is proposed to be completed in Fiscal Year 2027-28 (or sooner if the City Council approves staff’s recommendation to advance the project), resulting in an October 2025 PCI of 72.00 for the remaining segment.)	Southbound Moulton Parkway between Santa Maria Avenue and Laguna Woods Village Gate 12. Budget: \$375,000 October 2025 Blended PCI: 70.25
Net Fiscal Impact on Fiscal Years 2027-29: When the budget is adopted, appropriations would need to be \$24,592 higher than previously anticipated.		

Proposed Advancement of Certain Work

To offset a portion of the recent decrease in Citywide PCI more expeditiously, and due to the proximity of the project areas, staff recommends completing the proposed projects for fiscal years 2026-27 and 2027-28 together in Fiscal Year 2026-27. Doing so would require increasing existing Fiscal Year 2026-27 appropriations by \$196,003. Appropriations for the two fiscal years thereafter would be \$289,408 lower than previously anticipated.

Next Steps

If the recommended action is taken at today’s meeting, staff would incorporate the proposed Pavement Management Plan and the direction to advance the proposed project for Fiscal Year 2027-28 into the next proposed update of the Capital Improvement Program and corresponding budget adjustments.

Fiscal Impact

Pavement management plans are planning documents and do not directly result in actual or committed expenditures. Funding for projects recommended in pavement management plans is considered as part of the budget development process. The funding necessary to implement the proposed Pavement Management Plan would be considered during the next proposed update of the Capital Improvement Program.

At present, all funding for future pavement management plan projects is projected to be

drawn from the Road Maintenance & Rehabilitation Program Fund, which contains revenue raised through the Road Repair and Accountability Act of 2017 (“Senate Bill 1”). Even with the budget changes recommended in the proposed Pavement Management Plan and by staff, the Road Maintenance & Rehabilitation Program Fund is anticipated to have sufficient monies to fund all contemplated projects.

Environmental Review

The City Council is asked to find that the proposed resolution is not subject to the California Environmental Quality Act of 1970, Public Resources Code Section 21000, et seq., as amended and implementing State CEQA Guidelines, Title 14, Chapter 3 of the California Code of Regulations (collectively “CEQA”) pursuant to sections 15060(c)(2) (the activities will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activities are not a project as defined in section 15378) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3. CEQA Guidelines Section 15378(b)(2) excludes “[c]ontinuing administrative. . . activities, such as . . . general policy and procedure making” and Section 15378(b)(5) excludes “[o]rganizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment” from its definition of “project.”

Report Prepared With: April Baumgarten, Public Works Administrator

Attachments: A – Proposed Resolution
Exhibit A – Proposed Pavement Management Plan
B – Memorandum from Kimley-Horn and Associates

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**CITY OF LAGUNA WOODS
RESOLUTION NO. 26-XX**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, CONCERNING THE STATUS AND UPDATE OF THE PAVEMENT MANAGEMENT PLAN FOR THE MEASURE M2 (M2) PROGRAM, ADOPTING A PAVEMENT MANAGEMENT PLAN FOR FISCAL YEARS 2026-27 THROUGH 2035-36, AND DETERMINING AND CERTIFYING THAT THE ORDINANCE IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

WHEREAS, the City is required to meet eligibility requirements and submit eligibility verification packages to the Orange County Transportation Authority (“OCTA”) in order to remain eligible to receive Measure M2 funds; and

WHEREAS, the City is required to adopt and update a Pavement Management Plan, using the required format, regarding the status of road pavement conditions and implementation of the Pavement Management Plan on a biennial basis; and

WHEREAS, the City is required to provide a Pavement Management Plan that manages the preservation, rehabilitation, and maintenance of paved roads by analyzing pavement life cycles, assessing overall system performance costs, and determining alternative strategies and costs necessary to improve paved roads; and

WHEREAS, the Pavement Management Plan must be updated and adopted by June 30, 2026 for the City to remain eligible to receive Measure M2 funds; and

WHEREAS, the Pavement Management Plan has been updated as required by the OCTA, and staff recommends that the City Council adopt the same to comply with Measure M2 requirements and assist with the strategic development of capital improvement projects.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA DOES HEREBY RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. The City Council does hereby inform the OCTA that:

- a) The Pavement Management Plan is in conformance with the Pavement Management Plan Submittal Template provided in the Countywide Pavement Management Plan Guidelines.
- b) The City hereby adopts a Pavement Management Plan and will provide an updated Pavement Management Plan report, using the required format, to the OCTA by June 30, 2026. The updated Pavement Management Plan is attached hereto as Exhibit A.

- c) The City Engineer or their designee is authorized to sign the Pavement Management Plan certification form.

SECTION 2. After reviewing the entire project record, the City Council hereby determines and certifies that the resolution is not subject to the California Environmental Quality Act of 1970, Public Resources Code Section 21000, et seq., as amended and implementing State CEQA Guidelines, Title 14, Chapter 3 of the California Code of Regulations (collectively “CEQA”) pursuant to sections 15060(c)(2) (the activities will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activities are not a project as defined in section 15378) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3. CEQA Guidelines Section 15378(b)(2) excludes “[c]ontinuing administrative. . . activities, such as . . . general policy and procedure making” and Section 15378(b)(5) excludes “[o]rganizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment” from its definition of “project.”

SECTION 3. The Mayor shall sign this resolution and the City Clerk shall attest and certify to the passage and adoption thereof.

PASSED, APPROVED AND ADOPTED this XX day of XX 2026.

ANNIE MCCARY, Mayor

ATTEST:

YOLIE TRIPPY, CMC, City Clerk

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss.
CITY OF LAGUNA WOODS)

I, YOLIE TRIPPY, City Clerk of the City of Laguna Woods, do HEREBY CERTIFY that the foregoing **Resolution No. 26-XX** was duly adopted by the City Council of the City of Laguna Woods at an adjourned regular meeting thereof, held on the XX day of XX 2026, by the following vote:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:

YOLIE TRIPPY, CMC, City Clerk

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Laguna Woods

Pavement Management Plan

Prepared by: Kimley-Horn
Submitted to OCTA: [Date]

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I. Pavement Management Plan Certification

The City of Laguna Woods certifies that it has a Pavement Management Plan (PMP) in conformance with the criteria stated in the Orange County Transportation Authority (OCTA) Ordinance No. 3. This ordinance requires that a PMP be in place and maintained to qualify for allocation of revenues generated from renewed Measure M (M2).

The plan was developed by Kimley-Horn¹ using PAVER 7.1, a pavement management system, conforming to American Society of Testing and Materials (ASTM) Standard D6433, and contains, at a minimum, the following elements:

- Inventory of the Master Plan of Arterial Highways (MPAH) and local routes reviewed and updated biennially. The last update of the inventory was completed in October 2025 for (Arterial) MPAH streets. The Laguna Woods pavement network does not contain local streets.
- Assessment of pavement conditions for all routes in the system, updated biennially. The last field review of pavement condition was completed in October 2025.
- Percentage of all sections of pavement needing:
 - Preventive Maintenance: 42.2%
 - Rehabilitation: 24.4%
 - Reconstruction: 0.0%
- Budget needs for Preventive Maintenance, Rehabilitation, and/or Reconstruction of deficient sections of pavement for:
 - Current biennial period: \$2,634,000
 - Following biennial period: \$2,797,000
- Funds budgeted or available for Preventive Maintenance, Rehabilitation, and/or Reconstruction:
 - Current biennial period: \$621,000
 - Following biennial period: \$689,000
- Backlog by year of unfunded pavement rehabilitation, restoration, and reconstruction needs.
- The Pavement Management Plan is consistent with countywide pavement condition assessment standards as described in the OCTA Countywide Pavement Management Plan Guidelines adopted by the OCTA Board of Directors.

A copy of this certification is being provided to the Orange County Transportation Authority.

Submitted by:

Gerald Tom, PE, TE

Name (Print)

City of Laguna Woods

Jurisdiction

[Date]

Signed

Date

City Engineer

Title

¹ An electronic copy of the Pavement Management Plan (with PAVER or StreetSaver compatible files) has been, or will be, submitted with the certification statement.

II. Executive Summary

The roadway network in the City of Laguna Woods, California represents a significant investment by the residents of Laguna Woods. Getting to, from, and around the City depends on the serviceability of its roadway network. When roadway pavements become distressed with ruts, potholes, and cracks, it impacts the community: trips take longer, the ride is bumpier, and vehicle maintenance costs increase.

The City of Laguna Woods executed a Pavement Management Plan update to investigate current conditions of approximately 9.8 miles of its roadway network. The information provided in this report details the methodology used to collect and analyze pavement distress data and existing pavement conditions across the City's roadway network.

The results of the analysis indicate that as of October 2025, the Laguna Woods pavement network has a pavement condition index (PCI) value of 81.9. Approximately 75% of inspected pavement is in *Good* or better condition. Approximately 25% is in *Fair* condition, and 0% is in *Poor* or worse condition. This distribution of conditions is concentrated on the upper end of the PCI scale.

In recent Capital Improvement Program (CIP) projects, the City has found success with pavement performance and aesthetics by executing a single mill and overlay project each year. This report lists CIP project recommendations for the next 10 years. Projects are assumed to consist of only mill and overlay and range from approximately \$175,000 to \$495,000 annually including inflation.

The City provided Kimley-Horn with contractor bid tabs for its recent fiscal year 2025 mill and overlay project on eastbound Santa Maria Avenue. These costs were converted into unit costs and separated into administrative and construction/material categories. Design costs are estimated at 5% of the construction cost and included in the Administration costs.

Kimley-Horn developed CIP project limits and priorities by identifying sections with the lowest PCI value in the network and then including adjacent sections where possible. Ten potential CIP projects for fiscal years 2025 through 2034 were determined and are presented with costs. Projects for fiscal years 2025-26 and 2026-27 have already been budgeted in the City's Budget & Work Plan; however, this report proposes a change to the Fiscal Year 2026-27 project.

Current and historical inspection data dating back to 2014 was used within the PAVER software to model the City's average pavement deterioration rate. Through this process, it was found that pavements degrade at a rate of approximately 0.67 PCI points per year on average. This deterioration rate was used to determine the projected PCI values at the time of each CIP project.

The results of this pavement condition analysis indicate that the overall PCI condition of the Project network is *Good* as of October 2025. This analysis was conducted in accordance with the methodology described herein, which constitutes the best available methodology for pavement analysis using a visual evaluation technique.

The pavement condition analysis summarized here was conducted at the network level and is not meant to replace the engineering and planning judgment required for project-level analysis and design work. Kimley-Horn has no control over the cost of labor, materials, equipment, or broader market conditions. Projects identified as needing work in the near-term should be evaluated by the City on a case-by-case basis to ensure that the network-level decisions appropriately translate to the individual project.

III. Background

The City's roadway network was evaluated in accordance with the standard method for conducting visual pavement evaluations, *ASTM D6433 Standard Practice for Roads and Parking Lots Pavement Condition Index Surveys*. Using this method, trained and OCTA-certified personnel evaluated the Laguna Woods roadway network to assess pavement conditions by documenting distresses visible on the roadway surface. The ASTM method relies on selecting representative roadway areas and tabulating pavement distress types, quantities, and severities to determine the PCI value for the roadway section. Higher PCI scores represent better pavement conditions. A PCI value of 100 signifies a road in excellent condition while a PCI value of 0 represents a road in failed condition. PCI values are assigned a condition category.

Pavement conditions deteriorate over time as vehicle loading, environmental conditions, and drainage undermine the integrity of the pavement structure. Well-timed maintenance and rehabilitation (M&R) activities can slow or reverse this deterioration. Systematically applying M&R treatments to the pavement surface before significant distress has been observed helps preserve pavement conditions and extends the pavement lifespan. Repairing the pavement after damage has occurred increases costs, often significantly. **Figure III-1** below illustrates the financial impact of performing roadway M&R at different times in the pavement life cycle, with pavements in the poorest condition requiring costlier M&R treatments.

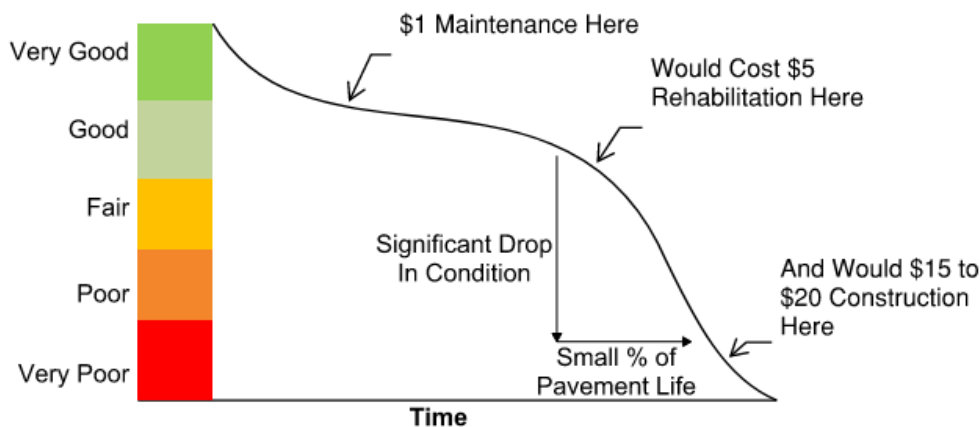


Figure III-1

IV. Current Pavement Conditions (PCI)

Current Network PCI	Current MPAH PCI	Current Local PCI
81.9	81.9	N/A

V. Projected Pavement Conditions (PCI)

Projected PCI values by year under existing or expected funding levels for the next seven fiscal years are shown in the table below. The starting point for PCI projections is assumed to be the inspection date of October 22, 2025.

Fiscal Year	Current Funding	Entire Network PCI	MPAH	Local
Today	\$250,000	81.9	81.9	N/A
2025-26	\$345,000	82.3	82.3	N/A
2026-27	\$276,000	82.9	82.9	N/A
2027-28	\$314,000	83.4	83.4	N/A
2028-29	\$375,000	84.1	84.1	N/A
2029-30	\$494,000	84.9	84.9	N/A
2030-31	\$298,000	85.1	85.1	N/A
2031-32	\$334,000	85.5	85.5	N/A

VI. Alternative Funding Levels

Maintain Existing Average Network PCI

Fiscal Year	Maintain Funding	Entire Network PCI	MPAH	Local
Today	N/A	81.9	81.9	N/A
2025-26	\$217,443	81.7	81.7	N/A
2026-27	\$246,502	81.7	81.7	N/A
2027-28	\$250,269	81.8	81.8	N/A
2028-29	\$218,493	81.7	81.7	N/A
2029-30	\$231,632	81.7	81.7	N/A
2030-31	\$240,869	81.6	81.6	N/A
2031-32	\$237,119	81.5	81.5	N/A

Improve Average Network PCI

Fiscal Year	Increase PCI Funding	Entire Network PCI	MPAH	Local
Today	\$250,000	81.9	81.9	N/A
2025-26	\$345,000	82.3	82.3	N/A
2026-27	\$276,000	82.9	82.9	N/A
2027-28	\$314,000	83.4	83.4	N/A
2028-29	\$375,000	84.1	84.1	N/A
2029-30	\$494,000	84.9	84.9	N/A
2030-31	\$298,000	85.1	85.1	N/A
2031-32	\$334,000	85.5	85.5	N/A

The “Improve Average Network PCI” table is identical to the “Current Funding” table because it meets the OCTA’s standard of improving the overall PCI after seven years of funding. The “Improve Average Network PCI” table reflects the recommendations provided in Appendix A.

VII. Current and Projected Backlog by Year of Pavement Maintenance Needs

Fiscal Year	Current Funding Backlog	Maintain PCI Backlog	Increase PCI Backlog
Current	\$2,409,000	\$3,524,941	\$2,409,000
2025-26	\$2,131,000	\$3,894,031	\$2,131,000
2026-27	\$2,003,000	\$4,117,510	\$2,003,000
2027-28	\$2,331,000	\$3,990,766	\$2,331,000
2028-29	\$2,098,000	\$4,420,715	\$2,098,000
2029-30	\$1,786,000	\$4,321,705	\$1,786,000
2030-31	\$1,541,000	\$5,023,894	\$1,541,000
2031-32	\$1,253,000	\$5,174,611	\$1,253,000

VIII. Centerline Mileage

Entire Pavement Network	MPAH	Local Roads
9.8 miles	9.8 miles	0 miles

IX. Percentage of Network in Each of Five Condition Categories Based on Centerline Miles

Condition Category	PCI Range	Network	Percent Area of Total Pavement	Area of Pavement (sf)	Percent Centerline Mileage of Network	Centerline Mileage of Network
Very Good	86-100	MPAH	32.7%	689,853	32.3%	3.2
		Local	N/A	N/A		N/A
Good	75-85	MPAH	42.1%	886,189	42.2%	4.1
		Local	N/A	N/A		N/A
Fair	60-74	MPAH	25.2%	530,906	25.5%	2.5
		Local	N/A	N/A		N/A
Poor	41-59	MPAH	0%	0	0%	0
		Local	N/A	N/A		N/A
Very Poor	0-40	MPAH	0%	0	0%	0
		Local	N/A	N/A		N/A

X. Reduction in Local Match

A local agency match reduction of 10% of the eligible cost for Project O submitted for consideration of funding through the Comprehensive Transportation Funding Programs (CTFP) call for projects is available if the local agency either:

- a. Shows measurable improvement of paved road conditions during the previous reporting period defined as an overall weighted (by area) average system improvement of one Pavement Condition Index (PCI) point with no reduction in the overall weighted (by area) average PCI in the Master Plan of Arterial Highways (MPAH) or local street categories;

or

- b. Have road pavement conditions during the previous reporting period, within the highest 20% of the scale for road pavement conditions in conformance with OCTA Ordinance No. 3, defined as a PCI of 75 or higher, otherwise defined as in “good condition”.

Road conditions found through preparation of this PMP show that the City is eligible for Local Match Reduction based on the current network weighted PCI of 81.9. Additionally, the City has demonstrated on page 5 (V. Projected Pavement Conditions (PCI) – Current Funding) that the City’s weighted-average PCI (by area) remains above a PCI of 75 after seven years.

XI. Appendix A – Ten-Year Road Maintenance and Rehabilitation Plan Based on Current or Expected Funding Level and Maintenance of Current System PCIs

The ten-year plan for road maintenance and rehabilitation is based on current and projected budget. Street sections selected for treatment are identified here.

MPAH									
Street Name	Limits of Work		Length of Segment (ft)	Width of Segment (ft)	Measured Pavement Area (SF)	Type of Treatment	Cost of Treatment	Total	Year of Treatment
	From	To							
SANTA MARIA AVENUE EB	SANTA VITTORIA	WESTERN LAGUNA HILLS CITY LIMIT	756	25	19,082	Mill & Overlay	\$79,000	\$345,000	FY 25-26
	WEST OF VIA VISTA / LH CITY LIMIT	SAN REMO DRIVE	552	25	16,240	Mill & Overlay	\$67,000		
	SAN REMO DRIVE	MOULTON PARKWAY	1,712	25	48,180	Mill & Overlay	\$199,000		
EL TORO ROAD WB	MOULTON PKWY	HOME DEPOT/TOWN	1,495	38	64,885	Mill & Overlay	\$276,000	\$276,000	FY 26-27
MOULTON PARKWAY NB	VIA CAMPO VERDE	EL TORO RD	710	40	38,896	Mill & Overlay	\$171,000	\$314,000	FY 27-28
MOULTON PARKWAY SB	EL TORO RD	VIA CAMPO VERDE	720	40	32,690	Mill & Overlay	\$143,000		
MOULTON PARKWAY SB	SANTA MARIA	GATE NO.12	1,995	40	83,152	Mill & Overlay	\$375,000	\$375,000	FY 28-29
MOULTON PARKWAY NB	CITY LIMITS 738' S/CALLE ARAGON	CALLE ARAGON	755	40	29,808	Mill & Overlay	\$139,000	\$494,000	FY 29-30
	CALLE ARAGON	VIA IGLESIA	575	40	25,808	Mill & Overlay	\$120,000		
	VIA IGLESIA	CALLE CORTEZ	1,210	39	50,614	Mill & Overlay	\$235,000		
SANTA MARIA AVENUE WB	SAN REMO DRIVE	WEST OF VIA VISTA / LH CITY LIMITS	552	30	19,704	Mill & Overlay	\$95,000	\$298,000	FY 30-31
	WESTERN LAGUNA HILLS CITY LIMIT	SANTA VITTORIA	772	25	18,621	Mill & Overlay	\$89,000		
	SANTA VITTORIA	BC OF AVENIDA SOSIEGA	812	25	23,832	Mill & Overlay	\$114,000		
MOULTON PARKWAY NB	EL TORO RD	GATE NO.12	1,518	40	67,802	Mill & Overlay	\$334,000	\$334,000	FY 31-32
MOULTON PARKWAY SB	GATE NO.12	EL TORO RD	1,515	40	72,426	Mill & Overlay	\$367,000	\$367,000	FY 32-33
EL TORO ROAD WB	HOME DEPOT / TOWN CENTER	CALLE SONORA	750	42	33,150	Mill & Overlay	\$174,000	\$174,000	FY 33-34
SANTA MARIA AVENUE WB	MOULTON PARKWAY	SAN REMO DRIVE	1,732	30	49,952	Mill & Overlay	\$269,000	\$269,000	FY 34-35
EL TORO ROAD EB	584' W/ ALISO CREEK ROAD	ALISO CREEK ROAD	580	42	25,368	None	\$0	\$0	N/A
	ALISO CREEK ROAD	CALLE CORTA	1,310	42	57,924	None	\$0		
	CALLE CORTA	TANAGER LANE	1,172	42	48,532	None	\$0		
	TANAGER LANE	CANYON WREN LN	2,085	42	87,728	None	\$0		

MPAH									
Limits of Work									
Street Name	From	To	Length of Segment (ft)	Width of Segment (ft)	Measured Pavement Area (SF)	Type of Treatment	Cost of Treatment	Total	Year of Treatment
EL TORO ROAD EB	CANYON WREN LN	CALLE SONORA	1,545	42	68,908	None	\$0	\$0	N/A
	CALLE SONORA	HOME DEPOT/TOWN CENTER	750	42	36,091	None	\$0		
	HOME DEPOT/TOWN CENTER	MOULTON PKWY	1,515	39	76,409	None	\$0		
	MOULTON PKWY	WILLOW CENTER	580	35	20,795	None	\$0		
	WILLOW CENTER	CHURCHES INTERSECTION	580	33	21,692	None	\$0		
	CHURCHES INTERSECTION	AVENIDA SEVILLA	1,175	34	45,915	None	\$0		
	AVENIDA SEVILLA	PASEO DE VALENCIA	1,585	34	63,918	None	\$0		
EL TORO ROAD WB	PASEO DE VALENCIA	AVENIDA SEVILLA	1,585	34	57,258	None	\$0	\$0	N/A
	AVENIDA SEVILLA	CHURCHES INTERSECTION	1,185	34	42,896	None	\$0		
	CHURCHES INTERSECTION	WILLOW CENTER	580	34	20,430	None	\$0		
	WILLOW CENTER	MOULTON PKWY	580	34	28,230	None	\$0		
	CALLE SONORA	CANYON WREN LN	1,560	42	68,832	None	\$0		
	CANYON WREN LN	TANAGER LN	2,105	42	90,255	None	\$0		
	TANAGER LN	CALLE CORTA	1,175	42	52,775	None	\$0		
	CALLE CORTA	ALISO CREEK RD	1,315	42	56,577	None	\$0		
	ALISO CREEK RD	528' SW/ALISO CREEK	590	43	28,656	None	\$0		
MOULTON PARKWAY NB	CALLE CORTEZ	VIA CAMPO VERDE	2,235	40	95,498	None	\$0	\$0	N/A
MOULTON PARKWAY SB	VIA CAMPO VERDE	CALLE CORTEZ	2,215	40	90,718	None	\$0	\$0	N/A
	CALLE CORTEZ	VIA IGLESIA	1,205	40	48,200	None	\$0		
	VIA IGLESIA	CALLE ARAGON	555	40	25,063	None	\$0		
	CALLE ARAGON	CITY LIMITS 738' S/CALLE ARAGON	735	40	29,786	None	\$0		
RIDGE ROUTE DRIVE EB	MOULTON PARKWAY	350' E / MOULTON PARKWAY	425	36	16,040	None	\$0	\$0	N/A
SANTA MARIA AVENUE EB	BC OF AVENIDA SOSIEGA	SANTA VITTORIA	815	25	24,390	None	\$0	\$0	N/A
SANTA MARIA AVENUE WB	MOULTON PARKWAY	SAN REMO DRIVE	1,732	30	49,952	None	\$0	\$0	N/A

XII. Appendix B – Complete Listing of Current Street Conditions

MPAH						
Street Name	From	To	Width of Segment (ft)	Measured Area (SF)	Current PCI	Most Recent Inspection Date
EL TORO ROAD EB	584' W / ALISO CREEK ROAD	ALISO CREEK ROAD	42	25,368	76.6	10/22/2025
	ALISO CREEK ROAD	CALLE CORTA	42	57,924	86.8	10/22/2025
	CALLE CORTA	TANAGER LANE	42	48,532	82.0	10/22/2025
	TANAGER LANE	CANYON WREN LN	42	87,728	79.9	10/22/2025
	CANYON WREN LN	CALLE SONORA	42	68,908	82.5	10/22/2025
	CALLE SONORA	HOME DEPOT / TOWN CENTER	42	36,091	90.0	10/22/2025
	HOME DEPOT / TOWN CENTER	MOULTON PKWY	39	76,409	83.7	10/22/2025
	MOULTON PKWY	WILLOW CENTER	35	20,795	93.7	10/22/2025
	WILLOW CENTER	CHURCHES INTERSECTION	33	21,692	92.2	10/22/2025
	CHURCHES INTERSECTION	AVENIDA SEVILLA	34	45,915	93.5	10/22/2025
	AVENIDA SEVILLA	PASEO DE VALENCIA	34	63,918	80.4	10/22/2025
EL TORO ROAD WB	PASEO DE VALENCIA	AVENIDA SEVILLA	34	57,258	76.6	10/22/2025
	AVENIDA SEVILLA	CHURCHES INTERSECTION	34	42,896	92.6	10/22/2025
	CHURCHES INTERSECTION	WILLOW CENTER	34	20,430	92.7	10/22/2025
	WILLOW CENTER	MOULTON PKWY	34	28,230	94.6	10/22/2025
	MOULTON PKWY	HOME DEPOT / TOWN CENTER	38	64,885	60.4	11/24/2025
	HOME DEPOT / TOWN CENTER	CALLE SONORA	42	33,150	75.1	10/22/2025
	CALLE SONORA	CANYON WREN LN	42	68,832	83.6	10/22/2025
	CANYON WREN LN	TANAGER LN	42	90,255	94.9	10/22/2025
	TANAGER LN	CALLE CORTA	42	52,775	80.7	10/22/2025
	CALLE CORTA	ALISO CREEK RD	42	56,577	97.0	10/22/2025
	ALISO CREEK RD	528' SW/ALISO CREEK	43	28,656	97.1	10/22/2025
MOULTON PARKWAY NB	CITY LIMITS 738' S / CALLE ARAGON	CALLE ARAGON	40	29,808	72.2	10/22/2025
	CALLE ARAGON	VIA IGLESIA	40	25,808	77.7	10/22/2025
	VIA IGLESIA	CALLE CORTEZ	39	50,614	71.6	10/22/2025

MPAH						
Street Name	From	To	Width of Segment (ft)	Measured Area (SF)	Current PCI	Most Recent Inspection Date
MOULTON PARKWAY NB	CALLE CORTEZ	VIA CAMPO VERDE	40	95,498	94.6	10/22/2025
	VIA CAMPO VERDE	EL TORO RD	40	38,896	64.4	11/24/2025
	EL TORO RD	GATE NO.12	40	67,802	72.0	11/24/2025
	GATE NO.12	SANTA MARIA	40	83,222	81.1	10/22/2025
MOULTON PARKWAY SB	SANTA MARIA	GATE NO.12	40	83,152	68.1	11/24/2025
	GATE NO.12	EL TORO RD	40	72,426	72.4	11/24/2025
	EL TORO RD	VIA CAMPO VERDE	40	32,690	72.7	10/22/2025
	VIA CAMPO VERDE	CALLE CORTEZ	40	90,718	94.9	10/22/2025
	CALLE CORTEZ	VIA IGLESIA	40	48,200	84.0	10/22/2025
	VIA IGLESIA	CALLE ARAGON	40	25,063	83.4	10/22/2025
	CALLE ARAGON	CITY LIMITS 738' S/CALLE ARAGON	40	29,786	90.9	10/22/2025
RIDGE ROUTE DRIVE EB	MOULTON PARKWAY	350' E / MOULTON PARKWAY	36	16,040	77.1	11/24/2025
SANTA MARIA AVENUE EB	BC OF AVENIDA SOSIEGA	SANTA VITTORIA	25	24,390	88.8	10/22/2025
	SANTA VITTORIA	WESTERN LAGUNA HILLS CITY LIMIT	25	19,082	75.3	10/22/2025
	WEST OF VIA VISTA / LH CITY LIMIT	SAN REMO DRIVE	25	16,240	75.9	10/22/2025
	SAN REMO DRIVE	MOULTON PARKWAY	25	48,180	73.1	10/22/2025
SANTA MARIA AVENUE WB	MOULTON PARKWAY	SAN REMO DRIVE	30	49,952	76.5	10/22/2025
	SAN REMO DRIVE	WEST OF VIA VISTA / LH CITY LIMITS	30	19,704	75.5	10/22/2025
	WESTERN LAGUNA HILLS CITY LIMIT	SANTA VITTORIA	25	18,621	71.7	11/24/2025
	SANTA VITTORIA	BC OF AVENIDA SOSIEGA	25	23,832	74.3	10/22/2025

XIII. Appendix C – GIS Digital Data

Introduction

The OCTA GIS Section maintains a spatial inventory of transportation infrastructure which mostly consists of major arterial streets, roads, and highways. A key component of road information is pavement condition. Maintaining an inventory of pavement condition will enhance OCTA's GIS visualization and analysis capabilities and assist in understanding the transportation investment needs throughout the region. Therefore, a GIS dataset in digital format should be included in this report.

If the agency is unable to provide pavement data in the requested GIS format, a request for exception must be submitted by the agency. When requesting an exception, the agency must provide a letter signed by the Public Works Director with an explanation and a timeline of when the agency will have capabilities of providing pavement data in the required GIS digital format.

Structure of GIS Data

The GIS dataset must consist of linear geographic features that represent road/street segments. All segments that are part of the report should be included in the GIS dataset. The attribute information of each segment should generally follow the format of the Complete Listing of Current Street Conditions in Appendix B above.

The GIS data requirements are discussed below. Most commercial and open-source GIS software provide industry-standard tools to manage GIS data to meet these requirements.

GIS Digital Data Format

The GIS data must be submitted in either one of the following formats:

- Esri Shapefile, or
- Esri File Geodatabase

Metadata

The GIS data are required to have associated metadata. The minimum metadata items required are:

- Title of Dataset
- Tags (A set of words that can be used by GIS to search for the resource. For example: "pavement", "transportation", "roads")
- Summary (A brief purpose statement of the dataset)
- Description (A brief narrative of the dataset's content)
- Credits (A recognition of those who created or contributed to the resource)

Spatial Geometry Type

The spatial geometry of the segment features must be lines that represent the roadway centerline as accurately as possible.

Projection

The GIS data must have spatial reference information and have its coordinate system identified and embedded in or associated with the data file(s). All GIS data submitted to OCTA should be in the following projected coordinate system:

- NAD 1983 State Plane California VI FIPS 0406 (US Feet) - More information about this system can be found at: <https://spatialreference.org/ref/epsg/nad83-california-zone-6-ftus/>

GIS Feature Attributes

The required segment attributes are:

- Street name
- Unique segment identifier (Segment ID from original source if available)
- Name of intersecting road at the beginning of a segment
- Name of intersecting road at the end of the segment
- Current pavement condition index (PCI)
- Current PCI inspection date
- Length of road segment in feet
- Width of road segment in feet
- Paved area of road segment in square feet or square yards
- Projected PCI at end of Seven-Year Road Maintenance and Rehabilitation Plan

Additional attributes such as number of through travel lanes, direction of travel and pavement surface type may be provided. An example of a GIS attribute table for road segments is shown below (Note that there are additional attributes such as surface, functional class, and number of travel lanes).

	OBJECTID *	Sec ID	Street Name	From	To	PCI	Insp Date	Length	Width	Area	Surface	FuncClass	Lanes
1	43	4022	ARBORWOOD	HEDGE LN	CANYONWOOD	89	1/11/2013	254	48	12192	AC	SECONDARY	2
2	44	4025	ARBORWOOD	BETHESDA	VALE CT	92	1/11/2013	374	48	17952	AC	SECONDARY	2
3	45	4031	ARBORWOOD	WINTHROP	BETHESDA	89	1/11/2013	866	48	41568	AC	SECONDARY	2
4	46	4187	ARBORWOOD	VALE CT	HEDGE LN	89	1/11/2013	1691	48	81168	AC	SECONDARY	2
5	47	4195	ARBORWOOD	CITRUSGLEN	WINTHROP	90	1/11/2013	434	48	20832	AC	SECONDARY	2
6	109	1862	CAMPUS DR	CARLSON AVE	UNIVERSITY DR	99	12/19/2012	3963	58	200334	AC	SECONDARY	4
7	110	2057	CAMPUS DR	MAC ARTHUR BLVD	VON KARMAN AVE	93	12/19/2012	1689	30	64670	AC	SECONDARY	4
8	111	2058	CAMPUS DR	VON KARMAN AVE	TELLER AVE	93	12/19/2012	1310	30	39300	AC	SECONDARY	4
9	112	2060	CAMPUS DR	TELLER AVE	JAMBOREE RD	96	12/19/2012	700	24	18300	AC	SECONDARY	4
10	116	9961	CAMPUS DR	JAMBOREE RD	CARLSON AVE	98	12/19/2012	1164	68	88752	AC	SECONDARY	2
11	117	4186	CANYONWOOD	MEADOWOOD	ARBORWOOD	89	1/11/2013	1026	47	48472	AC	SECONDARY	2
12	118	1409	CARLSON AVE	MICHELSON DR	PALATINE	100	12/19/2012	1146	65	74490	AC	SECONDARY	4

XIV. Appendix D – Quality Assurance/Quality Control Plan

Introduction

When performing data collection in any field, the need for quality control is paramount as it is essential for accurate planning, analysis, and design. This is particularly true when collecting pavement distress data for a pavement management system.

The Quality Assurance/Quality Control (QA/QC) Plan establishes minimum quality standards for performance and procedures for updates of the pavement management system.

Objectives

This document constitutes a formal QA/QC Plan for the City of Laguna Woods. It was prepared on 11/4/2025 and last revised on 11/6/2025.

Specifically, it is intended for the 2025 Pavement Management Plan Update. The focus is on the collection of network-level pavement distress data (defined by National Cooperative Highway Research Program (NCHRP) Synthesis 401 Quality Management of Pavement Data Collection, as “Network-level data collection involves collection of large quantities of pavement condition data, which is often converted to individual condition indices or aggregated into composite condition indices.”)

This document also addresses the QA/QC plan requirements of the Orange County Transportation Authority (OCTA)’s “Countywide Pavement Management Plan Guidelines” (section 2.4), originally adopted in May 2010.

Structure of QA/QC Plan

The following components are addressed in this QA/QC Plan:

- Condition survey procedures used
- Accuracy required for data collection
- Inspector qualifications and experience
- Safety

Condition Survey Procedures

The governing document in performing condition surveys for the City of Laguna Woods is ASTM D6433 “Standard Practice for Roads and Parking Lots Pavement Condition Index (PCI) Surveys.” Both asphalt concrete (AC) and Portland cement concrete (PCC) pavements are included in this protocol. The following distresses are collected for each pavement type.

Asphalt Concrete AC Pavements

1. Alligator (fatigue) cracking
2. Bleeding
3. Block cracking
4. Bumps and sags
5. Corrugation
6. Depression
7. Edge cracking
8. Joint reflection cracking
9. Lane/Shoulder drop off
10. Longitudinal & Transverse cracking
11. Patching and utility cut patching
12. Polished aggregate
13. Potholes
14. Railroad crossing
15. Rutting
16. Shoving
17. Slippage cracking
18. Swell
19. Weathering
20. Raveling

Portland Cement Concrete (Jointed) Blowup/ buckling

1. Corner breaks
2. Divided slab
3. Durability (“D”) cracking
4. Faulting
5. Joint seal damage
6. Lane/shoulder drop-off
7. Linear cracking
8. Patching (large) and utility cuts
9. Patching (small)
10. Polished aggregate
11. Popouts
12. Pumping
13. Punchout
14. Railroad crossing
15. Scaling, map cracking, and crazing
16. Shrinkage cracks
17. Spalling (corner)
18. Spalling (joint)

Any exceptions to the above procedures are discussed before any surveys are performed. These are documented in the paragraphs below.

All surveys are performed as walking surveys, and a minimum 10% sampling rate is utilized. Field crews are typically composed of two people. The safety of field personnel is paramount in all instances.

The sample unit selected for assessment must be representative of the entire pavement section. This assumes that the section is homogenous. If it is not homogeneous, then the section must be split according to the criteria agreed upon by the agency. Typically, the criteria used are:

- Pavement condition
- Construction age, if known
- Maintenance history, if known
- Traffic volumes (or functional classification as a surrogate)
- Surface types (e.g., asphalt concrete or Portland cement concrete)
- Geometric elements (e.g., width)

Any modifications to the section inventory data are documented in the pavement management report.

A sample unit must be between $2,500 \pm 1,000$ square feet in conformance with ASTM D6433 protocols. Typical sample unit dimensions are 100 feet long by the width of the street. Streets that are wider than 40 feet wide will have shorter lengths (generally 50 feet) or if they are divided by a raised median, separate sample units are taken in each direction.

Any pavement areas that are not representative of the section will be noted and surveyed as an additional sample unit.

Accuracy Required for Data Collection

The accuracy required for data collection has two components, both of which are further described in the following paragraphs.

- Re-inspections
- PCI comparisons with past surveys

Random and Systematic Re-Inspections

Random Re-inspections

Random re-inspections will include a representative selection across the following categories:

- Functional classes (e.g., MPAH, locals)
- Surface types (e.g., asphalt concrete or Portland cement concrete)
- Pavement conditions (e.g., good, fair, poor)
- Inspection personnel
- Geographical areas, if applicable

Systematic Re-inspections

For systematic re-inspections, this could be due to observed trends such as specific treatment types (e.g., open-graded mixes), a specific inspector, or geographical area. In such cases, more than 5% will be re-inspected.

Acceptability Criteria

At the time of re-inspection, the actual distresses will be re-inspected and verified, and any corrections made, if necessary. Distress types and severities must be the same and re-measured quantities within $\pm 10\%$ of the original measured quantity.

If corrections are required on more than 10% of the re-inspected sample unit, then an additional 5% will be re-inspected. This will continue until more than 95% of the re-inspected sections meet the acceptability criteria.

PCI Comparison with Past Surveys

As another level of quality control, new PCI values are compared with previous PCI values. If they differ by more than ± 10 PCI points, these sections are automatically flagged for further investigation.

If PCI Increases 10 points

The section is investigated to see if a maintenance and rehabilitation event has occurred since the last survey but has not been recorded. Typically, these events may include activities such as:

- Crack sealing – changes medium or high severity cracking to low severity
- Patching – alligator cracking that has been removed and patched, so that the resultant PCI is increased
- Surface seals
- Overlay
- Others

An up-to-date maintenance and rehabilitation history file in the pavement management database is desirable, both for historical accuracy and to provide additional quality control.

If PCI decreases 10 points

The section is checked to see if the average deterioration rate (usually 3 to 4 points per year) is exceeded. If the drop in PCI is within range of what is acceptable, no further action is required. If the drop is more than the acceptable range, a re-inspection will be performed. The default performance curves in the pavement management software form the basis for what is acceptable.

Inspector's Qualifications and Experience

The Kimley-Horn inspectors have attended formal training on pavement condition distress surveys. This training was conducted prior to performing any work using the ASTM D6433 protocols, consistent with OCTA's requirements.

Inspector Name	Date of ASTM D6433 Training	Training Conducted By:
Ali Zalghout	7/18/2024	OCTA
Jalen Rich	1/27/2023	OCTA

Resumes of the technicians utilized on this project are included as an attachment.

Safety Procedures

The City of Laguna Woods administers a health and safety program in compliance with the Cal Occupational Safety and Health Administration (OSHA) Title VIII, Section 3203.

Generally, the safety procedures include:

- Inspectors to wear a Class 2 or 3 safety vest at all times;
- Flashing beacon on all vehicles utilized for surveys; and
- Stopped vehicles to be parked at locations away from moving traffic (e.g., nearby parking, shoulders).

On streets where there is a high volume of traffic or high speeds, additional measures may be necessary, such as:

- Surveys to occur during off-peak periods or on weekends;
- Additional inspector to watch out for traffic; and
- Traffic flaggers in extreme cases.

---End of QA/QC Plan---

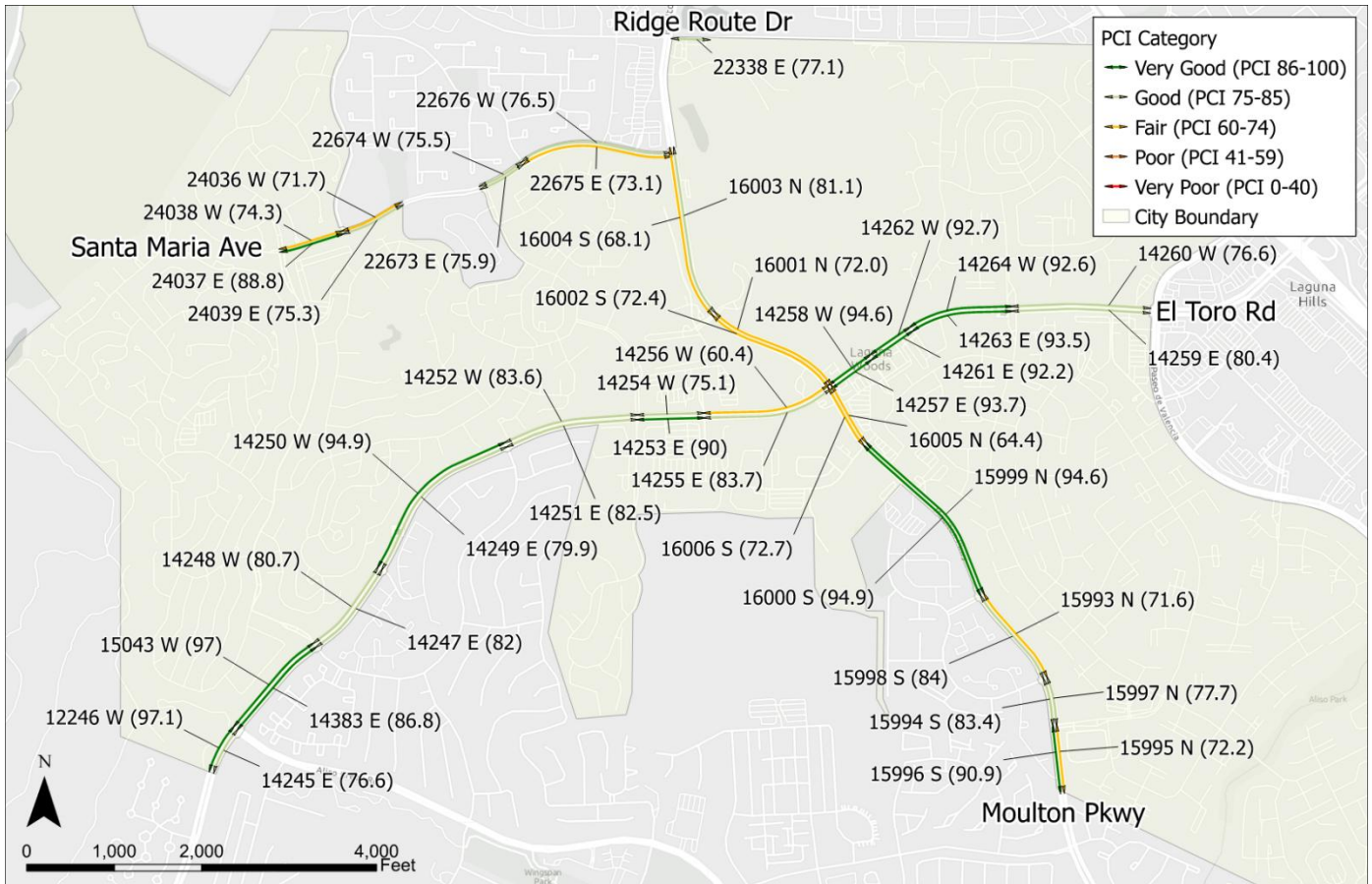
XV. Appendix E – Pavement Management Data Files

The Pavement Management data files shall be submitted to OCTA in spreadsheet format. This must include the following information:

- Street name and limits for all public streets
- Street identifiers (Branch ID, Section ID)
- Direction (if applicable)
- Beginning and ending of each section
- Length, widths, and true areas
- Functional Classification (MPAH, Local)
- Number of travel lanes
- PCI and date of inspection
- Type of recommended treatment
- Cost of recommended treatment

The Pavement Management data files are provided as an email attachment, or included as Appendix E.

XVI. Appendix F – GIS Maps – Current Conditions



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MEMORANDUM

To: City of Laguna Woods

From: Jalen Rich, EIT.
Kimley-Horn and Associates, Inc.

Date: January 27, 2026

Subject: *Pavement Management Program – PCI Comparisons from 2023 to 2025*

GENERAL OBSERVATIONS

Pavement condition evaluations are based on a visual assessment of representative sample units within each pavement section. When pavements begin transitioning into a more rapid stage of deterioration, this assessment process may capture distresses that were not present in prior evaluation cycles. In accordance with OCTA procedures, sections exhibiting pavement condition index (PCI) value drops greater than 10 points were flagged and reinspected. Results of the reinspected samples validated the accuracy of the current pavement conditions.

In sections where larger PCI drops were observed, the primary change from 2023 to 2025 was the appearance of medium-severity block cracking and, in some locations, structural (alligator/fatigue) cracking. These distress types tend to progress relatively quickly and can have a significant influence on PCI (10 to 15 points) once they begin to develop.

PCI reductions of this magnitude over a two-year period can occur when structural cracks not fully addressed with a mill and overlay begin to propagate to the surface. In such cases, existing cracks in the underlying pavement layers can migrate upward through the overlay in a short period of time. The rate at which this reflective cracking appears can also be affected by project-specific design and construction details, such as the extent of crack sealing prior to overlay, tack coat application rates, use of interlayers, and material properties. These measures can help reduce or delay reflective cracking but generally cannot eliminate it when structural deficiencies remain. Because Kimley-Horn was not involved in the original design or construction of these treatments, it is not possible to determine which of these factors may have influenced performance in this case.

Environmental conditions can further accelerate deterioration. Periods of heavier rainfall can allow water to infiltrate through newly formed cracks, contributing to weakening of the underlying layers and causing block cracking to transition more rapidly into alligator cracking.

Typical conditions are presented for 2023 and 2025 inspection cycles in *Figure 1* through *Figure 12* to illustrate the rapid progression of the distresses causing the large drop in PCI.

SECTION-SPECIFIC CONSIDERATIONS

WB El Toro Rd (14256 W) from Moulton Pkwy to Home Depot Dwy
2023 PCI: 79.0, 2025 PCI: 60.4

In 2023, WB El Toro Rd from Moulton Pkwy to Home Depot Dwy generally exhibited a typical condition of linear cracking as shown in *Figure 1*. In 2025, many linear cracks have transitioned to interconnected cracks as shown in *Figure 2*, causing a significant drop in PCI.



Figure 1 – Typical 2023 Conditions



Figure 2 – Typical 2025 Conditions

Where the occasional interconnected crack existed in 2023, they were typically tight/narrow as shown in *Figure 3*. In 2025, the typical interconnected crack is wider as shown in *Figure 4*.



Figure 3 – 2023 Tight/Narrow Cracks



Figure 4 – 2025 Wide Cracks

NB Moulton Pkwy (16005 N) from Via Campo Verde to El Toro Rd – (2023 PCI: 79, 2025 PCI: 64.4)

In 2023, NB Moulton Pkwy from Via Campo Verde to El Toro Rd began to exhibit occasional interconnected cracking as shown in *Figure 5*, but not to the extent observed in 2025. In 2025, the pavement generally exhibited a typical condition of interconnected cracking as shown in *Figure 6*.



Figure 5 – Typical 2023 Conditions

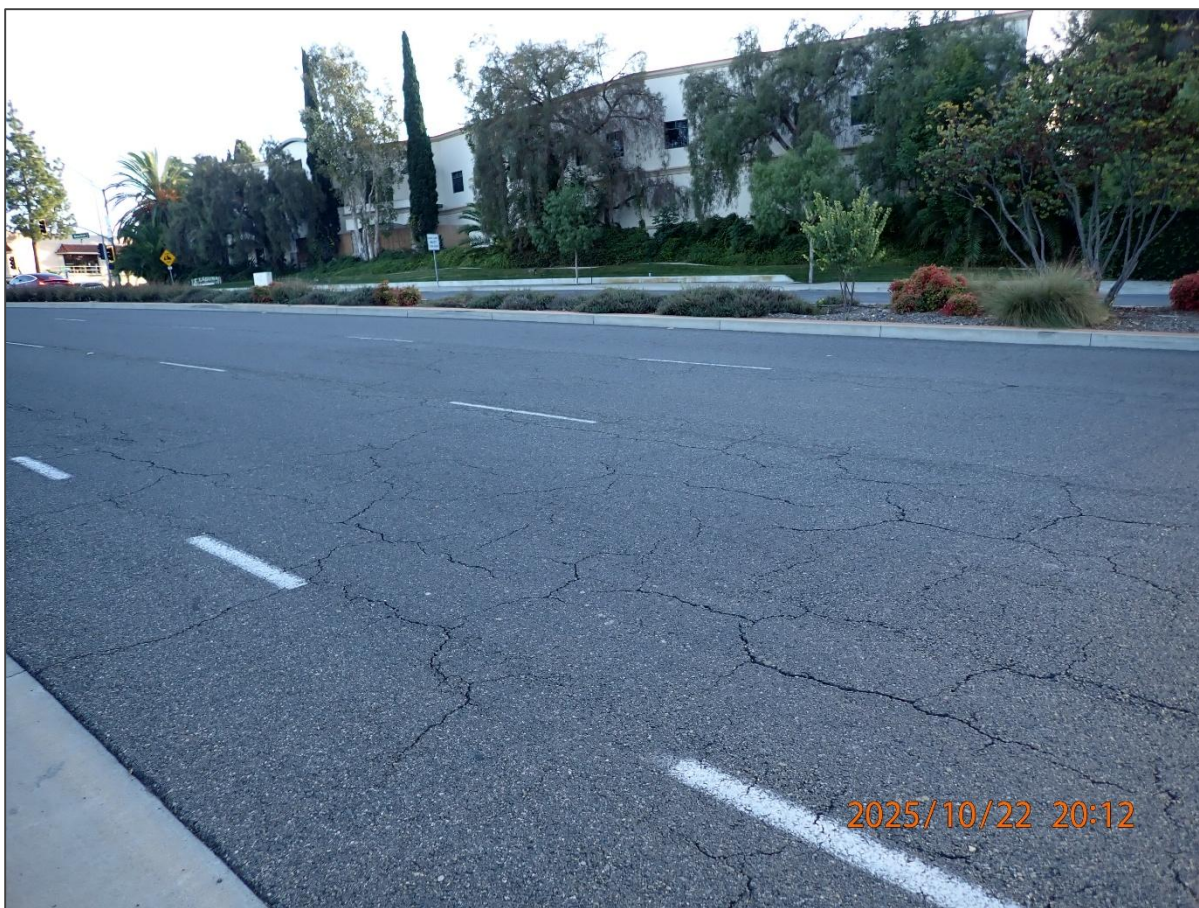


Figure 6 – Typical 2025 Conditions

Where interconnected cracks existed in 2023, they were typically tight/narrow and not fully interconnected as shown in *Figure 7*. In 2025, the typical interconnected crack is wider and fully interconnected as shown in *Figure 8*, which has the effect of reducing the PCI value.



Figure 7 – 2023 Tight/Narrow, Partially Interconnected Cracks



Figure 8 – 2025 Wide, Fully Interconnected Cracks



SB Moulton Pkwy (16004 S) from Santa Maria Ave to Gate 12 – (2023 PCI: 85, 2025 PCI: 68.1)

In 2023, SB Moulton Pkwy From Santa Maria Ave to Gate 12 generally exhibited an observed typical condition of linear cracking as shown in *Figure 9*. In 2025, many linear cracks have transitioned to interconnected cracks as the typical condition as shown in *Figure 10*.



Figure 9 – Typical 2023 Conditions



Figure 10 – Typical 2025 Conditions

Where the occasional interconnected crack existed in 2023, they were typically tight/narrow as shown in *Figure 11*. In 2025, the typical interconnected crack is wider as shown in *Figure 12*.



Figure 11 – 2023 Tight/Narrow Cracks



Figure 12 – 2025 Wide Cracks

CONCLUSION

Overall, the observed pavement condition reductions and drops in PCI value are consistent with known pavement behavior once structural cracking begins to manifest at the surface.

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9.2
CITY HALL REFURBISHMENT AND SAFETY
PROJECT: PHASE 5

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City of Laguna Woods

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Christopher Macon, City Manager

FOR: February 24, 2026 City Council Meeting

SUBJECT: City Hall Refurbishment and Safety Project: Phase 5

Recommendation

Provide direction to staff on improvements to be made as part of the City Hall Refurbishment and Safety Project: Phase 5.

Background

City Hall was first occupied by the City in 2001 and acquired in 2011. The building was constructed in 1979/1980 for use as a bank and includes 8,374 square feet over two stories.

The City Hall Refurbishment and Safety Project: Phase 5 (“project”) is included in the Fiscal Years 2025-36 Capital Improvement Program. The project’s scope of work includes:

- Remodel of the first-floor lobby, counter, and office areas
- Improvement of heating, ventilation, and air conditioning systems
- Other work related to accessibility, functionality, safety, and security

Discussion

Today’s meeting is an opportunity for City Council action, as well as public input, on the improvements to be made as part of the City Hall Refurbishment and Safety Project: Phase 5. Staff plans to present the proposed floor plan and conceptual renderings (Attachment A), as well as provide a status report on the project. Staff is not seeking any specific direction from the City Council at this time; however, this item has been agendaized in a manner that would allow the City Council to provide direction if desired.

The project’s design team is led by Smith Architects, Inc., the same architectural firm that designed phases 3 and 4 of the City Hall Refurbishment and Safety Project.

The project's design team includes the following firms:

- Architect: Smith Architects, Inc., www.smitharchitecture.com
- Structural Engineer: N:P:I Structural
- Mechanical, Electrical, Plumbing Engineer: RPM Engineers, Inc., www.rpmpe.com
- Interior Designer: Kardent Architecture Design, www.kardentdesign.com
- Audio Visual Designer: Vidiflo, LLC, www.vidiflo.com

The proposed floor plan was developed by the project's architect and interior designer after assessing the City's needs. It is jointly endorsed by the City Manager and all department heads, as well as the Building Official and Public Works Administrator.

The proposed floor plan includes the following:

- A desk-height, accessible front counter with one receptionist/cashier window and three flexible workstation windows
 - Key Benefits:
 - *Improved accessibility and comfort.* With the exception of the reception window, the existing front counter is standing height only and lacks areas for staff to work with individuals who use wheelchairs or have difficulty standing for long periods of time. The proposed front counter includes a desk-height, accessible surface within each window and a speaker to enhance communication through the Plexiglas partition. Even beyond accessibility, staff and members of the public would benefit from being able to sit to conduct City business.
 - *Improved staff safety.* The existing front counter is secured by only a low, swinging gate with a simple latch lock. The proposed front counter would fully enclose the staff work area, which would be particularly helpful in securing the work area and City equipment and files during periods of lesser staffing and after-hours events (e.g., vote centers).
- Eight dedicated staff work areas – one receptionist/cashier desk at the front counter, three cubicles, and four hard walled offices
 - Key Benefits:
 - *Improved staff workspace.* The proposed floor plan would increase the number of hard walled offices by two, which, most notably, would allow the Building Official to move out of an undersized cubicle. As the space is reconfigured, the shared cubicle for the building inspectors would also be enlarged and set back from the adjacent path of travel.
 - *Improved placement of staff.* The proposed floor plan would allow the Senior Planner and Senior Management Analyst responsible for solid waste and stormwater programs to move from the second to first floors.

Doing so would co-locate all non-executive Planning & Environmental Services Department employees on the first floor, which would result in greater efficiency and enhanced collaboration.

- Conversion of the existing storage vault into a conference room with seating for nine and audio/video teleconferencing equipment
 - Key Benefits:
 - *Improved meeting facilities.* City Hall’s existing conference room was not purpose built and lacks privacy, space, and typical amenities (e.g., teleconferencing equipment, refrigeration, and water). The proposed conference room would be more private (both in location and courtesy of the vault’s 12-inch-thick concrete walls), larger, and outfitted with two large teleconferencing screens, a small refrigerator, and a water station.
- A dedicated room for waste drop-off services (household document shredding drop off, home-generated sharps waste disposal, and household battery disposal)
 - Key Benefits:
 - *Improved location.* City Hall’s waste drop-off services are currently spread throughout the first floor with shredding and sharps waste services requiring members of the public to be given access to areas behind the front counter. The proposed floor plan creates a room directly accessible from the lobby for these purposes.
- The ability to “lock off” portions of City Hall to allow use of the first floor restrooms in conjunction with outdoor events or potential expanded public library hours.
 - Key Benefits:
 - *Improved functionality.* The proposed floor plan would make it easier to secure City Hall for a variety of potential future uses.

Staff anticipates being able to solicit competitive bids to construct the project beginning in April 2026. Contingent on receiving responsive bids, the City Council could be asked to consider the award of a construction contract as early as June 2026.

Construction is expected to last approximately six months. During construction, staff would be temporarily relocated within City Hall (principally to the Council Chambers). City Council meetings would be temporarily relocated to an alternate location.

Fiscal Impact

\$1,685,000 is currently budgeted in the General Fund for this project. That amount is a placeholder with a final budget to be considered by the City Council after the completion of

design documents, construction drawings, and competitive bidding. Staff anticipates that construction would require at least \$1,500,000 in additional appropriations and anticipates recommending a corresponding budget adjustment at an upcoming meeting.

The unassigned General Fund balance currently totals approximately \$4.2 million (this is in addition to assigned reserves totaling \$4,651,600).

Report Prepared With: April Baumgarten, Public Works Administrator

Attachment: A – Proposed Floor Plan and Conceptual Renderings





















9.3

**COMMERCIAL OBJECTIVE DESIGN
STANDARDS PROJECT**

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City of Laguna Woods

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Christopher Macon, City Manager

FOR: February 24, 2026 City Council Meeting

SUBJECT: Commercial Objective Design Standards Project

Recommendation

1. Provide direction to staff on the preparation and adoption of design standards for new development and redevelopment projects in commercial zoning districts including, but not limited to, objective design and development regulations.

AND

2. Waive the provisions set forth in Laguna Woods Municipal Code Section 3.06.080(c) related to competitive bidding and authorize the City Manager to enter into agreements with JZMK Partners, Inc. to provide professional services related to the preparation and adoption of design standards for new development and redevelopment projects in commercial zoning districts, subject to approval as to form by the City Attorney, in an amount not to exceed \$80,000 (including work already completed or contracted for).

Background

The Fiscal Years 2025-27 Budget & Work Plan includes a significant work plan item to refine the City's objective design and development regulations ("design standards") for new and redevelopment projects (e.g., architectural and landscape standards).

The City is in the process of drafting design standards to guide the future construction and renovation of commercial properties (e.g., businesses, gas stations, office buildings, restaurants, and shopping centers). Site design characteristics such as accessibility, landscaping, lighting, parking, and bicycle, pedestrian, and vehicle access, as well as building design characteristics such as articulation, height, massing, materials, and roof form, will be among the topics addressed in the commercial design standards.

Staff has contracted with JZMK Partners, an architecture, planning and urban design firm based in Costa Mesa, to assist with the preparation of the commercial design standards. JZMK Partners has relevant experience providing similar services to other cities, including Laguna Hills and Mission Viejo, both of which adopted objective design standards for residential projects with JZMK Partners' technical assistance. For additional information on JZMK Partners, please refer to Attachment A or visit their website at www.jzmkpartners.com.

The City hosted a community workshop on commercial design standards on January 26, 2026. The workshop was facilitated by JZMK Partners and attended by 21 members of the public, in addition to members of the City Council and staff.

Where would commercial design standards apply?

The commercial design standards are being drafted to apply to future commercial projects; no specific project is under consideration at this time. The commercial design standards would not apply to clubhouses, manors, or other properties that are part of Laguna Woods Village, unless those properties are located in a commercial zoning district (e.g., the Laguna Woods Village Community Center).

The shopping centers that comprise most commercially zoned property are:

- Home Depot Center (Home Depot, Stater Bros., etc.)
- Plaza Laguna Woods (Public Storage, etc.)
- Town Centre (Ayres Hotel, Village Community Center, etc.)
- Valencia Center (CVS, Mother's Market, etc.)
- Willow Tree Center (ALDI, Dollar Tree, Olive Garden, etc.)

Additional commercially zoned properties are located:

- At the Moulton Parkway/Ridge Route Drive intersection (Starbucks)
- At the El Toro Road/Moulton Parkway intersection (ARCO Station/ampm, Mobil Station, Shell Station (under construction), Starbucks)
- West of the Moulton Parkway/Via Campo Verde intersection (Rossmoor Electric building, Saddleback Golf Cars)
- East of the Moulton Parkway/Calle Aragon intersection (The Artist Tree building, Ivy Park of Wellington (formerly Las Palmas)¹, McCormick & Son Mortuary, Palm Terrace Healthcare and Rehabilitation)
- Northwest of the El Toro Road/Paseo De Valencia intersection (Chase Bank)
- West of the Paseo De Valencia/Calle De La Plata intersection (Bank of America, former Century 21 and Wells Fargo buildings)

¹ Ivy Park of Wellington is the only residential use currently located in a commercial zoning district. All other residential uses are located in non-commercial zoning districts.

- Northwest of the Paseo De Valencia /Laguna Hills Drive intersection (the Laguna Hills Dental Plaza building)

Discussion

Today's meeting is an opportunity for City Council action, as well as public input, on the Commercial Objective Design Standards Project.

Staff suggests the following format for this item:

- 1) Introductory Remarks – City Manager
- 2) Presentation with Interactive Input from City Council – JZMK Partners
The slide presentation is included as Attachment A.
- 3) Public Comments – Each member of the public will have an opportunity to speak in person or have their written comments read aloud once for up to three minutes.
- 4) Consideration of a motion to waive the provisions set forth in Laguna Woods Municipal Code Section 3.06.080(c) related to competitive bidding and authorize the City Manager to enter into agreements with JZMK Partners, Inc. to provide professional services related to the preparation and adoption of design standards for new development and redevelopment projects in commercial zoning districts, subject to approval as to form by the City Attorney, in an amount not to exceed \$80,000 (including work already completed or contracted for). This would allow the Commercial Objective Design Standards Project to progress to completion with the continued assistance of JZMK Partners.

Fiscal Impact

Sufficient funds to support this project are included in the City's budget. \$50,000 is budgeted in the General Fund (Fiscal Year 2025-26) for this project. The remaining \$30,000 would be funded using existing Planning & Environmental Services Department appropriations in the General Fund. No new or increased appropriations are sought as part of this item.

Report Prepared With: Nadia Cook, Planning & Environmental Services Director

Attachment: A – Slide Presentation for Today's Meeting

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CITY OF LAGUNA WOODS

COMMERCIAL OBJECTIVE DESIGN STANDARDS

CITY COUNCIL MEETING

J Z M K
P A R T N E R S

FEBRUARY 24, 2026

JZMK FIRM PROFILE

WE LISTEN. WE COLLABORATE. WE SOLVE. WE CREATE

We address clients and community needs with planning and design solutions that bring together proven methods and innovative technologies.



COLLABORATIVE APPROACH TO PROBLEM SOLVING.

THE BEST CLIENTS ARE PARTNERS. Together, we think beyond boundaries and **embrace collaboration** to create designs that deliver **long-term value** and **positive change**. We seek clients who are willing to participate in the planning and design process, and we are grateful for those **OPPORTUNITIES**.

OUR CORE VALUES



Our diverse talent enhances **COLLABORATION**. Our multi-disciplinary teams emphasize balance of environmental ethos with development objectives.

Committed to giving back, we take pride in maintaining a visible and active role in a variety of civic, charitable and professional organizations.

PLACEMAKING AS AN ART

Starting with a **VISION**, we integrate design, planning, and environmental thinking to shape built environments that enhance natural systems and human experience. Through **CREATIVE PROBLEM-SOLVING**, we balance practicality with the pursuit of art to create **SUSTAINABLE COMMUNITIES**, livable cities and neighborhoods.



SERVICES

- Community Planning and Design
 - Master Planning
 - Programming
- Visioning / Consensus Building
 - Site Design
- Feasibility Studies

BUILDINGS ARE SUCCESSFUL

We understand the **RELATIONSHIP** between built form and building a **STRONG COMMUNITY IDENTITY**. We employ our **TECHNICAL EXPERTISE** to provide design solutions that are **INNOVATIVE AND INSPIRATIONAL**, striving to create places that dignify human existence.

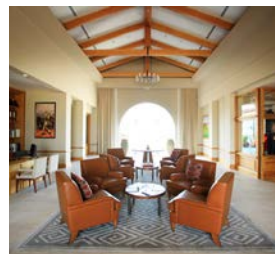
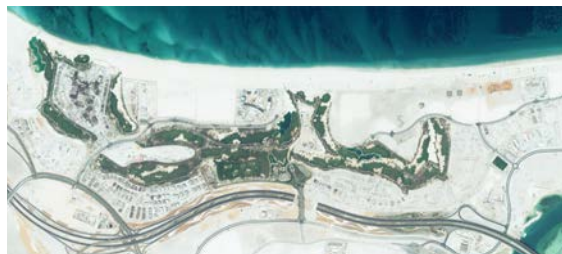


SERVICES

- Architectural Design
 - Programming
- Construction Documents
 - Graphic Design

ARCHITECTURAL & PLANNING EXPERIENCE

GOLF ACADEMY



LINKS AT THE CROSBY



THE JASMINE



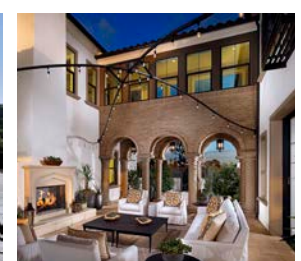
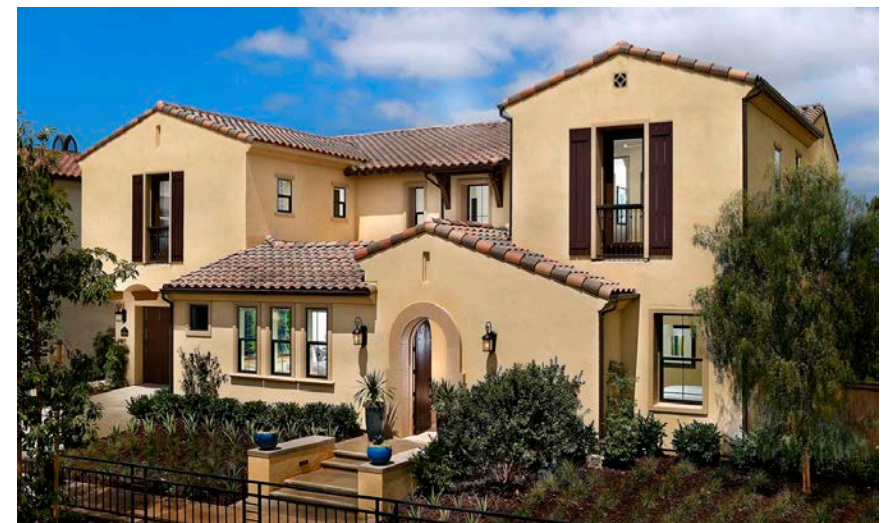
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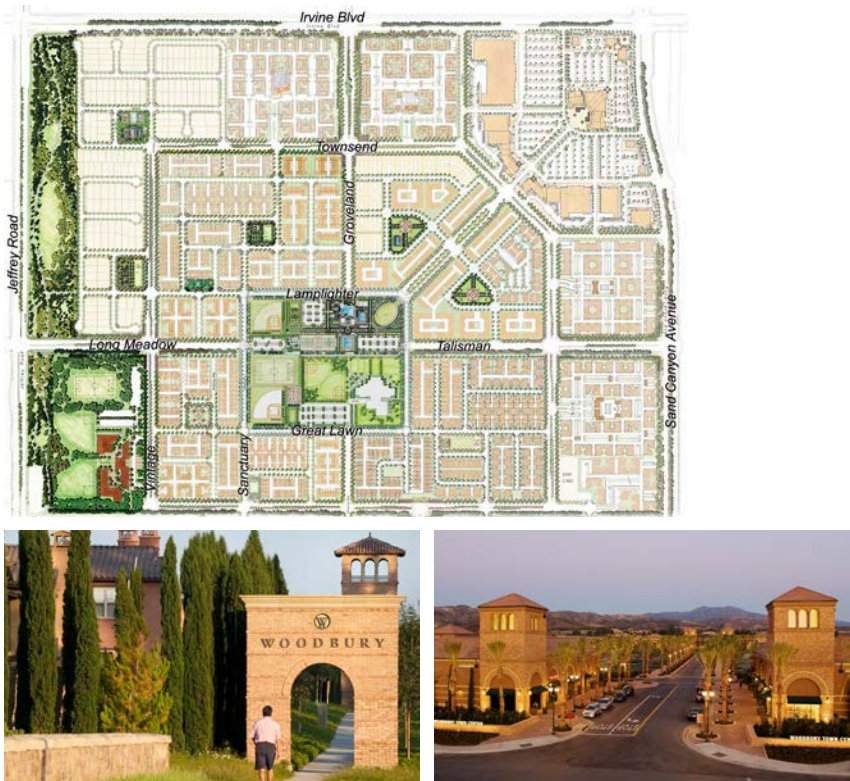


KINGSTON



ARCHITECTURAL & PLANNING EXPERIENCE

WOODBURY MASTERPLAN



BELCARA AT PACIFIC RIDGE



THE TIDES AT CRYSTAL COVE SITE DESIGN



PARKLAND GOLF CLUBHOUSE



ZIANI



TALLEGA GALLERY CLUBHOUSE



WHAT ARE OBJECTIVE DESIGN STANDARDS?

Objective Design Standards are clear, **measurable rules** that guide how new buildings should look and fit in the community. They cover things like **height, roof type, materials, windows, and landscaping**, ensuring **consistent and predictable** decisions.

Unlike subjective review, these standards don't rely on personal opinions. They give residents and builders **clearer expectations**, fewer surprises, and a **fair approval process**, while **protecting Laguna Woods' character and visual quality**.

WHY IS LAGUNA WOODS CREATING COMMERCIAL OBJECTIVE DESIGN STANDARDS?

- To guide the **future construction and renovation** of **COMMERCIAL** properties (e.g. **businesses, gas stations, office buildings, and shopping centers**)
- To create design standards for characteristics such as **accessibility, landscaping, lighting, parking and bicycle, pedestrian, and vehicle access**, as well as building design characteristics such as **articulation, height, massing, materials, and roof form**.

WHAT PROPERTIES ARE AFFECTED?

- **No specific project** is under consideration at this time
- Once approved, it will apply to **future commercial projects**
- It will **NOT** apply to **clubhouses, manors, or other properties that are part of Laguna Woods Village, UNLESS** those properties are located in a **commercial zoning district** (e.g. the Laguna Woods Village Community Center)

EXAMPLES OF APPLICABILITY TRIGGERS

The examples below reflect how other cities establish triggers for applying Objective Design Standards. In those communities, a project that meets at least one of these criteria is subject to the ODS.

1 New Development

2 Substantial Renovations

Substantial renovations to existing structures, defined as:

- The **demolition or removal of 50% or more of exterior walls or roof.**

(Minor renovations or routine maintenance are **NOT** subject to these standards.)

3 Addition to Existing Structure

Additions to existing primary structures that

- **Increase the building's square footage by 50% or more OR**
- **Adding 1,000 square feet or more**

Whichever is less applies

4 Adding Upper Floor(s)

Exterior alterations **adding an upper floor or floors.**

HOW WILL THE COMMERCIAL OBJECTIVE DESIGN STANDARDS BE DEVELOPED AND HOW CAN RESIDENTS BE INVOLVED?

- **Community Workshop** (*JANUARY 26, 2026, 10:30 AM*)

(JZMK will present Existing Conditions Analysis to community and collect feedback on desired architectural styles)

- **City Council Meeting** (*TODAY*)

(JZMK will present input from the community workshop and collect feedback from City Council on architectural styles and related topics for the Objective Design Standards)

- **Public Review Draft** (*TBD*)

(JZMK will share the Public Review Draft to collect feedback)

- **City Council Meeting** (*TBD*)

(JZMK will present updated Objective Design Standards incorporating received comments)

- **Final Objective Design Standards** (*TBD*)

(JZMK will share the Final Objective Design Standards with the City)

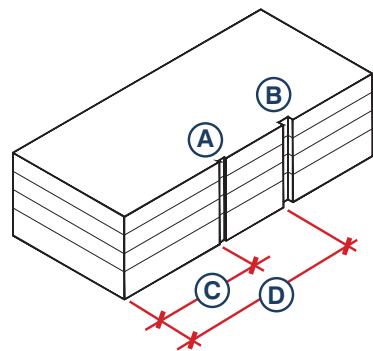
EXAMPLES OF OBJECTIVE DESIGN STANDARDS

3.1.3 BUILDING MODULATION

3.1.3.1 MASSING BREAKS

Minor and major massing breaks are required for elevations that face a public street, pedestrian-oriented space, or a publicly accessible outdoor space. This can be created using insets, bays, notches or protrusions.

- 1. Minor Massing Break:** A minor massing break shall be applied at least every 60 feet in horizontal building length. The minor break shall be a minimum of one foot deep and four feet wide, open to the sky, and extend the full height of the building.
- 2. Major Massing Break:** A major massing break shall be applied at least every 100 feet in horizontal building length. The major break shall be a minimum of three feet deep and six feet wide, open to the sky, and extend the full height of the building.

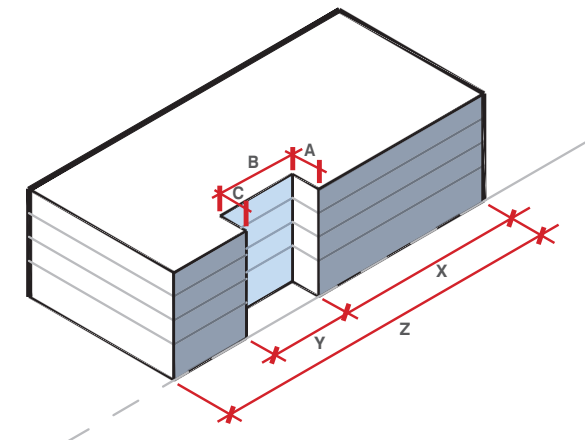


- (A) Minor massing break (min. 1 foot deep x 4 feet wide)
- (B) Major massing break (min. 3 feet deep x 6 feet wide)
- (C) 60 ft. max.
- (D) 100 ft. max.

FIGURE 3.1: BUILDING MODULATION

3.1.3.2 MAXIMUM CONTINUOUS UNINTERRUPTED BUILDING LENGTH

Buildings over 400 ft. in length, apart from applying the minimum required massing breaks, shall apply a horizontal plane change (open to the sky) of at least 50 ft. in depth when it reaches 400 ft. in length. For this plane change, the total linear horizontal length (A+B+C) shall not be less than 200 ft., shown in figure 3.3.



- X = MAXIMUM 400 ft. CONTINUOUS UNINTERRUPTED BUILDING LENGTH
- Y = HORIZONTAL PLANE CHANGE
- Z = TOTAL BUILDING LENGTH

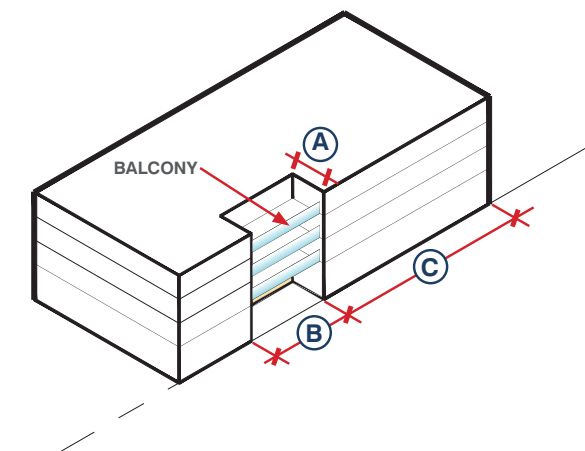
FIGURE 3.3: MAXIMUM CONTINUOUS UNINTERRUPTED BUILDING LENGTH

3.1.3.3 MAXIMUM BUILDING LENGTH

The maximum length of a building in any direction shall be 700 feet. The total building perimeter length shall not exceed 2,300 feet.

3.1.3.4 EXEMPTIONS

- Building elevations that are less than 60 feet in length are not required to have a change in plane incorporated into their design.
- Stacked balconies with a minimum depth of 5 feet and a minimum length of 8 feet, when applied to at least 80% of the upper floors can count as a minor massing break as long as: a) the railing is at least 70% see-through or transparent and goes all the way across the 8 feet minimum length and; b) the parapet does not go all the way through the balcony. It will not qualify as a replacement for a major massing break which is open to the sky and extends to the full height of the building.



- (A) = min. 5 ft.
- (B) = min. 8 ft.
- (C) = 60 ft. max.

FIGURE 3.2: STACKED BALCONIES AS A MINOR BREAK

EXAMPLES OF OBJECTIVE DESIGN STANDARDS

1.6 TUDOR REVIVAL

STYLE DESCRIPTION

The Tudor Revival architectural style, prevalent from 1910 to 1940, is inspired by the Tudor period in England, ranging from 1485 to 1603. It combines late medieval design with early Renaissance influences. Birthed in the United States during the early 20th century, this style became popular for its distinctive character and strong connection to traditional European craftsmanship.

Often seen in suburban neighborhoods and estate homes, Tudor Revival architecture is distinguished by its steeply pitched gable roofs, decorative half-timbering with stucco or masonry infill, and tall, elaborate chimneys. Windows are typically narrow and grouped, featuring multi-pane or leaded glass. Other key features include arched doorways, prominent cross gables, and the use of brick, stone, or wood detailing in order to create visual texture.

1.6.1 ARCHITECTURAL FEATURES



EXAMPLES OF OBJECTIVE DESIGN STANDARDS

1.6.2 ROOFS

REQUIRED ELEMENTS

- Steeply pitched roofs (between 10:12 and 16:12 or even steeper), gable or hipped with heavy shingles
- Shallow eaves
- Intersecting cross-gables
- Slate or composite roofing

OPTIONAL ELEMENTS (CHOOSE AT LEAST 1)

- Side-gabled roof
- Prominent front gable
- Enlarged chimney decorated with stonework
- Dormers
- Attic windows



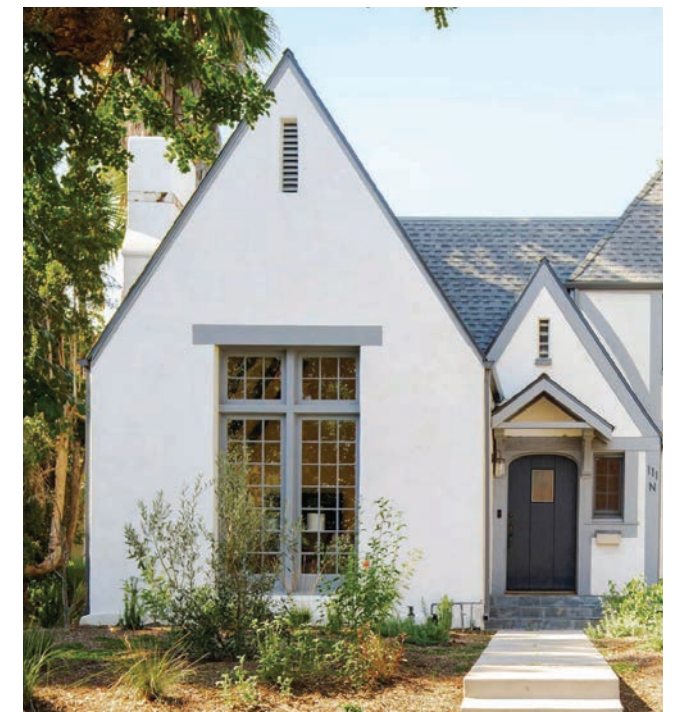
1.6.3 WALLS & WINDOWS

REQUIRED ELEMENTS

- Tall narrow windows, casement style with multiple panes
- Arched entries, which can be recessed under a small gable or portico

OPTIONAL ELEMENTS (CHOOSE AT LEAST 1)

- Windows usually in multiple groups
- Pointed Tudor arch over doorways and gates
- Stained glass windows
- Shutters



EXAMPLES OF OBJECTIVE DESIGN STANDARDS

1.6.4 MATERIALS & COLORS

REQUIRED ELEMENTS

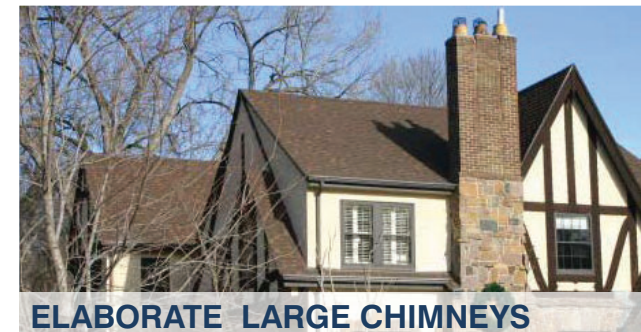
- Half-timbering for decorative purposes, often using false wooden beams and panels that create a textured, half-timbered appearance on the upper stories, with the spaces between the timbers filled with stucco, brick, or stone
- Textured exterior walls with a mix of materials
- Stone should never be painted

OPTIONAL ELEMENTS (CHOOSE AT LEAST 2)

- Masonry veneering of brick or stone (usually granite), covering the ground floor with stucco and detail above
- Roughcast stucco in the half-timbered gable
- Bold contrasting natural colors with lighter colors for the body and darker for the trims, with deep reds or greens as accents



1.6.5 DECORATIVE ACCENTS & DETAILS (CHOOSE AT LEAST 3)



ELABORATE LARGE CHIMNEYS
Large, prominent chimneys, sometimes with decorative chimney pots



CHIMNEY POTS
Decorative extensions placed atop tall, often clustered brick chimneys. They serve a functional and aesthetic purpose.



BAY AND ORIEL WINDOWS
Projecting windows that add depth, light and visual interest to the facade



ASYMMETRICAL DESIGN
Asymmetrical floor plan with multiple, varied gables and a picturesque, irregular composition



QUOINS
Typically made of stone or contrasting brick, quoins are cornerstones that visually reinforce the edges of a building



DECORATIVE STAINED GLASS
Small panes of glass joined by slender strips, often arranged in diamond or rectangular patterns

CITY OF LAGUNA WOODS

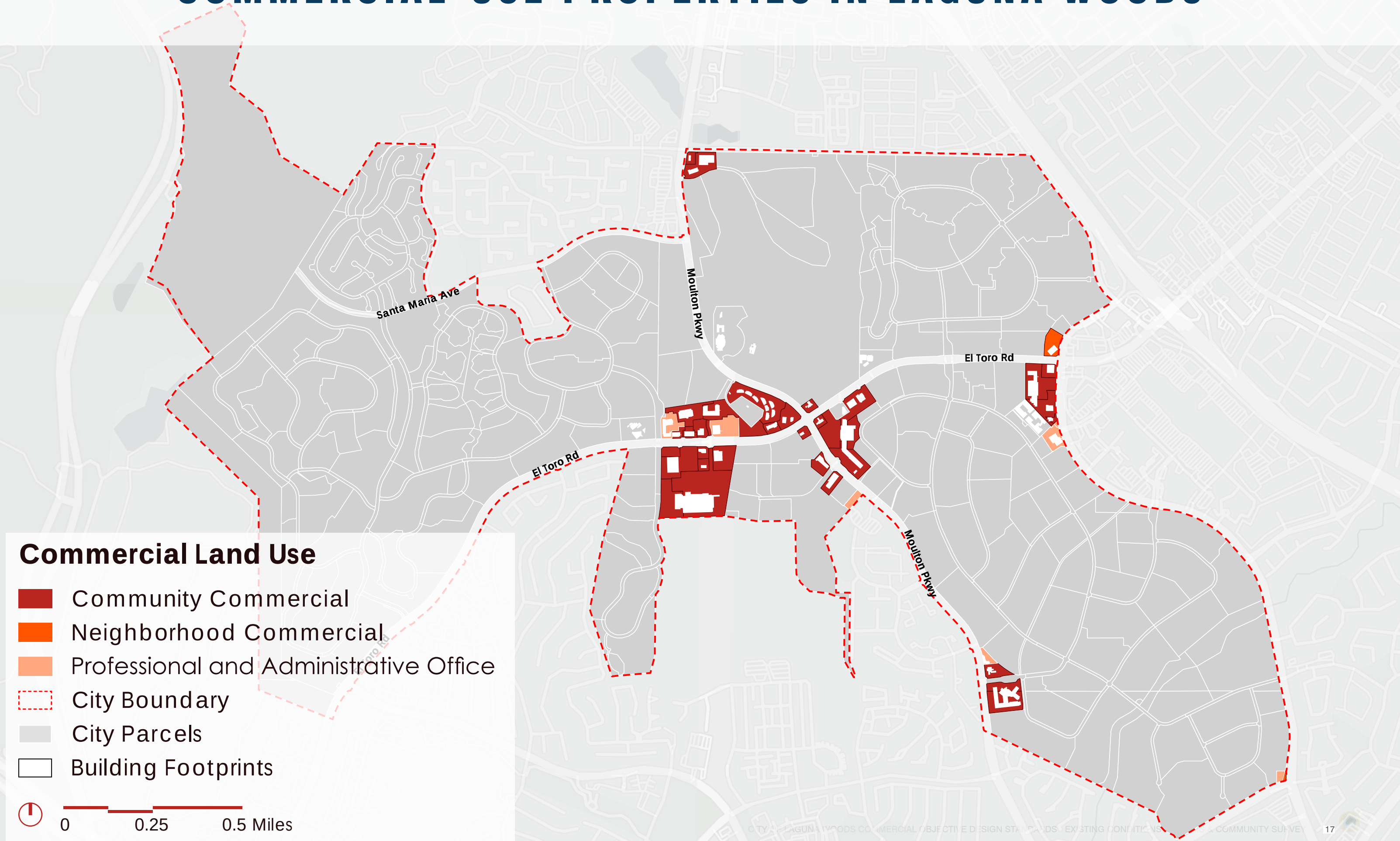


Legend

--- City Boundary

 0 0.25 0.5 Miles

COMMERCIAL-USE PROPERTIES IN LAGUNA WOODS



EXISTING ARCHITECTURAL STYLES IN LAGUNA WOODS

Mission Revival



Spanish Revival



Spanish Modernist



Mediterranean



Mediterranean Revival



Mountain Contemporary



Contemporary



SUMMARY OF COMMUNITY FEEDBACK

INPUT ON ARCHITECTURAL STYLES

1. **Mission Revival:** Support from majority
2. **Spanish Revival:** Support from some
3. **Spanish Modernist:** Strong opposition
4. **Mediterranean:** Opposition
5. **Mediterranean Revival:** Opposition
6. **Mountain Contemporary:** Strong opposition
7. **Contemporary:** Strong opposition

OTHER COMMENTS

1. Integrate vegetation and landscaping requirements into the Objective Design Standards
2. Increase shade trees in parking and walkway areas to create cooler, more comfortable spaces
3. Require speed bumps to be painted in high-visibility yellow to reduce potential tripping and driving hazards
4. Provide consistent and visually appealing street lighting
5. Use cool pavement in new parking lots and walkways, add EV charging, reduce light pollution
6. Require timely implementation of the Objective Design Standards

PREFERRED COMMERCIAL ARCHITECTURAL STYLES FROM COMMUNITY WORKSHOP

Based on feedback from the Community Workshop on January 26, 2026, Mission Revival was identified as the preferred primary architectural style, with Spanish Revival as a secondary option. Participants also expressed interest in a blended approach, combining elements of both styles to create a unique, Laguna Woods–specific character. Alternative styles received only limited support.

Mission Revival



Spanish Revival



NEXT STEPS: ESTABLISH ARCHITECTURAL STYLE(S)

OUR RECOMMENDATION:

A single citywide architectural style that blends Mission Revival and Spanish Revival elements, with Mission Revival as the primary foundation



Mission Revival

+



Spanish Revival

ALTERNATIVE:

Establish two distinct primary architectural styles citywide: Mission Revival & Spanish Revival

CITY COUNCIL GUIDED ALTERNATIVE :

New alternative based on City Council discussion and guidance



In the following slides, we will be using actual examples of Mission Revival and Spanish Revival architecture to solicit feedback on liked and disliked design characteristics, after which we will discuss safety, comfort, and convenience considerations.

MISSION REVIVAL FEATURES

Architectural Features

- Draws inspiration from California's Spanish Missions
- Reflects regional heritage
- Simple geometric forms
- Stucco walls
- Low-pitched roof
- Red clay tile roof or flat roof with parapets
- Arched openings
- Arcade
- Sometimes include details like bell towers and decorative vents



MISSION REVIVAL

(OUTSIDE LAGUNA WOODS)

STUCCO LOW PITCHED GABLE ROOF CURVED PARAPET ARCADE RED CLAY TILE ROOF AWNING



MISSION REVIVAL

(OUTSIDE LAGUNA WOODS)

ARCHED
WINDOWS

STUCCO

CURVED
PARAPET

STRONG WALL
MASSING

FLAT ROOF
WITH PARAPET



MISSION REVIVAL

(OUTSIDE LAGUNA WOODS)

BELL
TOWER

STUCCO

QUATREFOIL
WINDOWS

CURVED
PARAPET

THICK
WALLS

METAL
ACCENTS

LOW PITCHED
ROOF



MISSION REVIVAL
(OUTSIDE LAGUNA WOODS)

**RED CLAY
TILE ROOF**

STUCCO

**BELL
TOWER**

ARCADE

**QUATREFOIL
WINDOWS**

**STRONG WALL
MASSING**

**HEAVY
PIERS**



MISSION REVIVAL

(OUTSIDE LAGUNA WOODS)

STUCCO

ARCHED
OPENINGS

ARCADE

CURVED
PARAPET

HEAVY
PIERS

METAL
ACCENTS



MISSION REVIVAL

(OUTSIDE LAGUNA WOODS)

METAL
ACCENTS

LOW PITCHED
ROOF

EXPOSED
RAFTERS

STONE
ACCENTS

ARCADE



MISSION REVIVAL

ROOFS



RED CLAY OR CONCRETE TILE ROOFS



COMBINATION ROOF, GABLE, OR FLAT ROOF



MINIMAL EAVES WITH EXPOSED RAFTERS



CURVED OR BELL SHAPED PARAPETS



SHARED PARAPETS



RAISED CURVILINEAR GABLES

MISSION REVIVAL

WALLS & WINDOWS



RECESSED DOORS/WINDOWS



ARCADE



ARCHED OPENINGS



RECESSED BALCONIES



OPEN BALCONIES OVER PORCHES



AWNINGS

MISSION REVIVAL

MATERIALS & COLORS



PLAIN, WHITE OR LIGHT-COLORED STUCCO



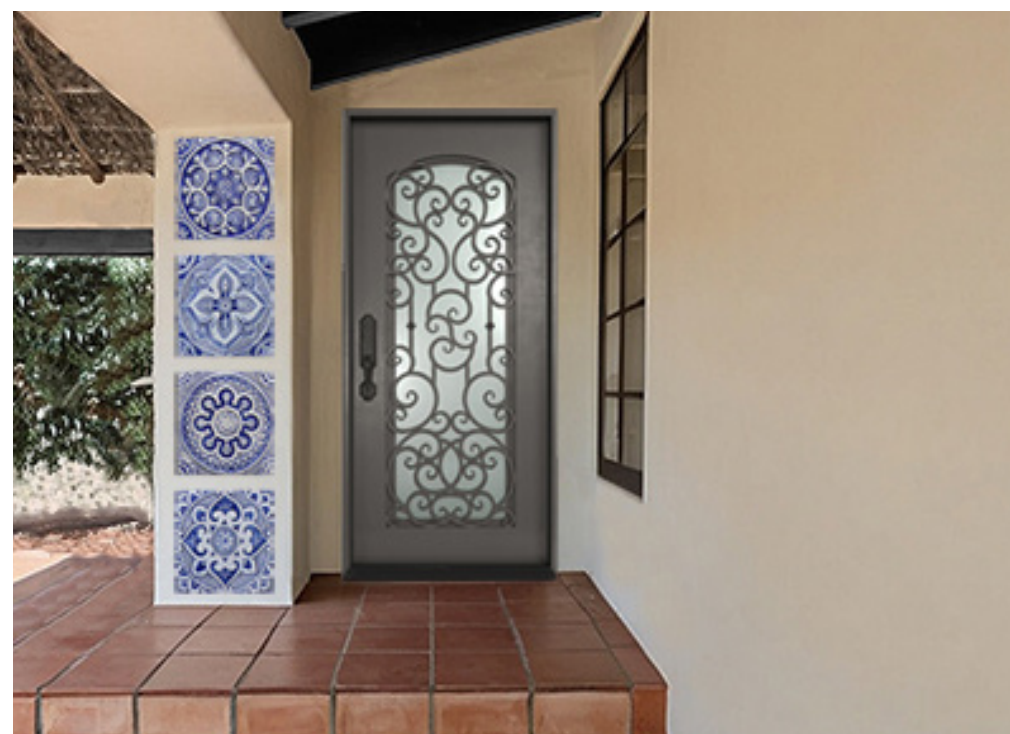
THICK STUCCO



SAND-FINISHED CEMENT PLASTER



STONE ACCENTS



DECORATIVE TILES



RED CLAY/CONCRETE TILE VENTS

MISSION REVIVAL

DECORATIVE ACCENTS & DETAILS



ARCADES



BELL TOWERS



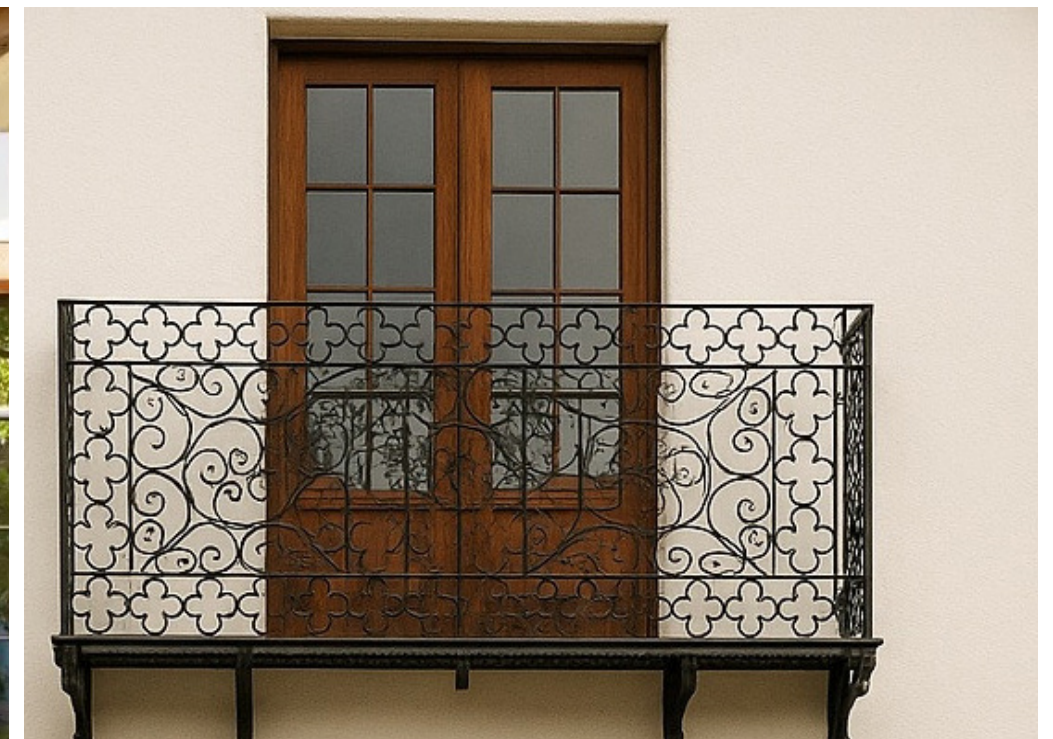
QUARTREFOIL WINDOWS



DOMES



METAL LIGHTING FIXTURES

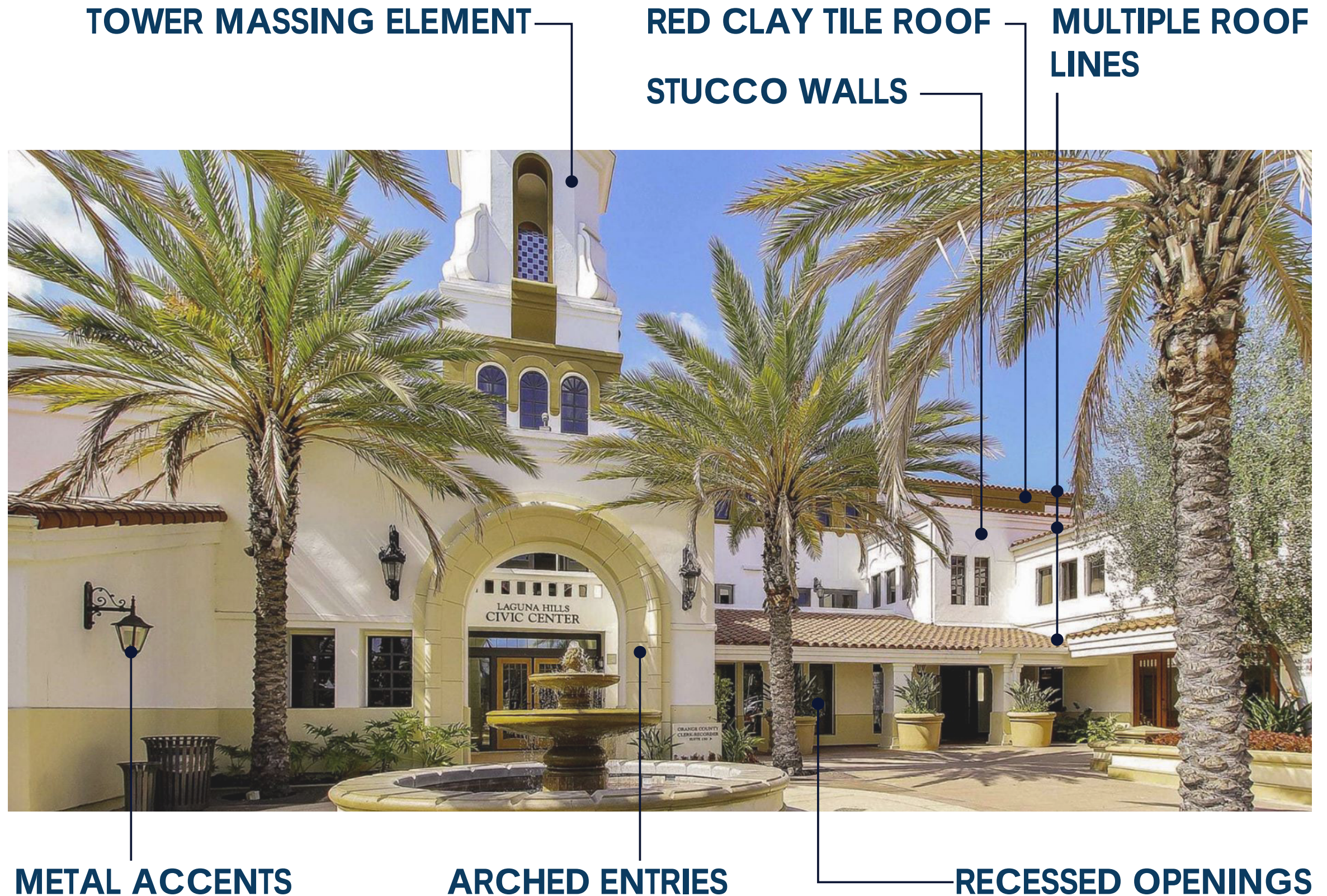


METAL GRILS/RAILINGS

SPANISH REVIVAL FEATURES

Architectural Features

- Inspired by Spanish Colonial-era buildings in the Americas
- Popular in the early 20th century
- Stucco walls
- Low-pitched clay tile roof
- Arched windows and doorways
- Recessed openings
- Sometimes include decorative details like
 - Metal accents
 - Courtyards
 - Towers
 - Carved or paneled wood doors



SPANISH REVIVAL

(OUTSIDE LAGUNA WOODS)

- RED CLAY TILE ROOF
- METAL ACCENTS
- FACADE ARTICULATION
- DECORATIVE TILE
- MULTIPLE ROOF LINES
- EXPOSED WOOD RAFTERS
- STUCCO



SPANISH REVIVAL

(OUTSIDE LAGUNA WOODS)

MULTI-LITE
WINDOWS

RED CLAY/
CONCRETE TILE
ROOF

RECESSED
OPENINGS

TOWER
ELEMENT

EXPOSED
WOOD
RAFTERS

METAL
ACCENTS



SPANISH REVIVAL

(OUTSIDE LAGUNA WOODS)

- DECORATIVE TILES
- ARCHED OPENINGS
- TERRACOTTA PAVING TILES
- RECESSED OPENINGS
- METAL ACCENTS
- MULTI-LITE WINDOWS
- RED CLAY/ CONCRETE TILE ROOF



SPANISH REVIVAL

(OUTSIDE LAGUNA WOODS)

**WARM EARTHY
TONES**

**LIGHT, NEUTRAL
STUCCO COLORS**

**FACADE
ARTICULATION**

**SIMPLE DIVISION OF
WINDOWS**

**RED CLAY/
CONCRETE TILE ROOF**



SPANISH REVIVAL

(OUTSIDE LAGUNA WOODS)

RECESSED
OPENINGS

ARCHED
OPENINGS

EXPOSED
WOOD
RAFTERS

METAL
ACCENTS

MULTI-LITE
WINDOWS

RED CLAY/
CONCRETE TILE
ROOF

TOWER



SPANISH REVIVAL

(OUTSIDE LAGUNA WOODS)

- VIGAS
- LIGHT, NEUTRAL STUCCO COLORS
- METAL ACCENTS
- GABLED ROOF
- MULTI-LITE WINDOWS
- ARCHED OPENINGS
- RED CLAY/ CONCRETE TILE ROOF



SPANISH REVIVAL

ROOFS



RED CLAY/CONCRETE TILE ROOF



LOW PITCHED ROOF



OVERHANGING EAVES + EXPOSED RAFTERS



SHED ROOF OVER PORCH



A SHED ROOF ADDITIVE ELEMENT EITHER ON THE SIDE OR FRONT FACING



HIPPED-ROOF TOWERS OR BELVEDERES (SQUARE, RECTANGLE OR CIRCULAR IN PLAN)

SPANISH REVIVAL

WALLS & WINDOWS



STUCCO/PLASTER WALLS



ARCHED OPENINGS



MULTI-LITE/PANED WINDOWS



RECESSED WINDOWS



MIX OF LARGE FOCAL + SMALLER RECTANGULAR WINDOWS



SIMPLE DIVISION OF WINDOW MULLIONS

SPANISH REVIVAL

MATERIALS & COLORS



LIGHT, NEUTRAL STUCCO COLORS SUCH AS WHITE, IVORY, CREAM, OR BEIGE



CONTRASTING WOOD ELEMENTS



REDDISH ORANGE CLAY TILES



ACCENTS OF WARM EARTHY TONES WITH VIBRANT ACCENTS



METAL GRILLS AND FIXTURES



TERACOTTA PAVING TILES

SPANISH REVIVAL

DECORATIVE ACCENTS & DETAILS



RECESSED NICHES



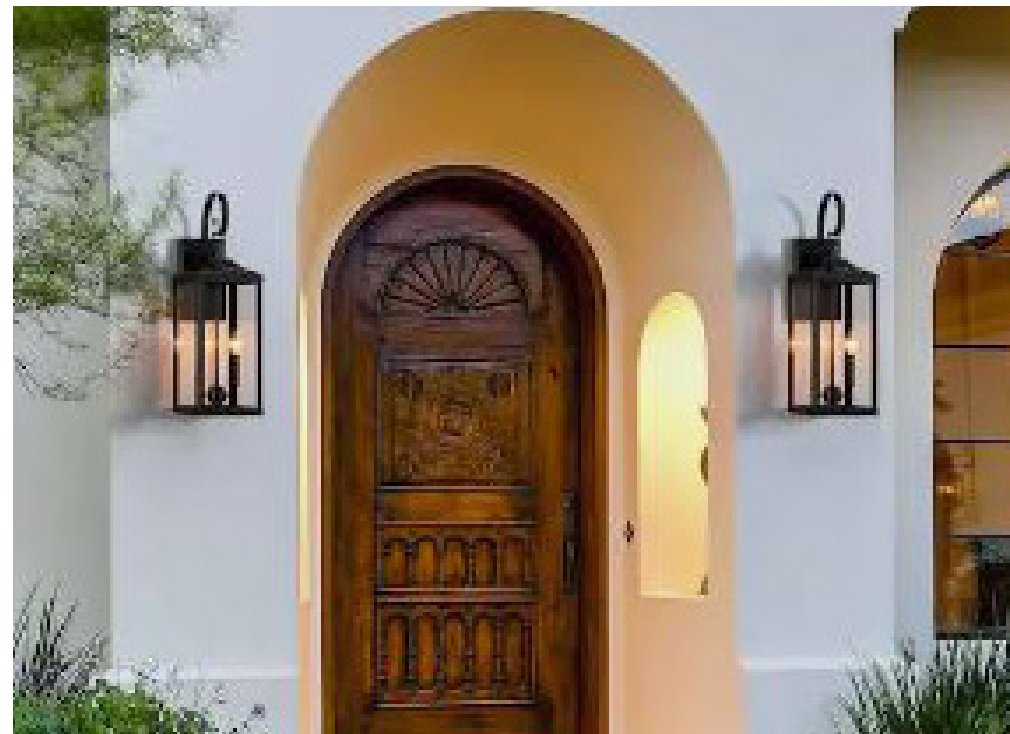
CLAY TILE VENTS



DECORATIVE METAL RAILINGS



STACKED BRICK ACCENTS



DECORATIVE METAL FIXTURES



WOOD FINISH DOORS

SAFETY, COMFORT, AND CONVENIENCE



SHADE TREES IN PARKING LOT



HIGH-VISIBILITY YELLOW PAINT



APPEALING & CONSISTENT STREET LIGHTING



COOL PAVEMENT



EV CHARGING STATIONS



LIGHT POLLUTION



THANK YOU!

