



STAFF REPORT – CITY COUNCIL MEETING

TO: Honorable Mayor and City Council Members

FROM: Merritt Perry, City Manager

PREPARER: Rhea Varley, City Clerk

DATE: September 15, 2025

TITLE: **Approve Councilmember Atkins-Salazar’s Remote Participation at the September 15, 2025, City Council Special Meeting Pursuant to Assembly Bill No. 2449 Due to an Emergency Circumstance Pursuant to Government Code section 54953(j)(1).**

RECOMMENDATION:

It is recommended that the Council approve remote participation for Councilmember Atkins-Salazar at the City Council special meeting of September 15, 2025, in accordance with Assembly Bill No. 2449 due to an emergency circumstance pursuant to Government Code section 54953(j)(1).

INTRODUCTION:

Council approval is required for the remote participation by Councilmember Atkins-Salazar at the September 15, 2025, Council Meeting Pursuant to Assembly Bill No. 2449. Councilmember Atkins-Salazar will be unable to attend this meeting in-person, due to a family medical emergency out of the area. Therefore, she is unable to attend the special council meeting in person but is able to attend remotely through both audio and visual technology.

BACKGROUND:

The Ralph M. Brown Act, requires, with specified exceptions, that all meetings of a legislative body of a local agency, as those terms are defined, be open and public and that all persons be permitted to attend and participate. Pursuant to Assembly Bill No. 2449, a member of the legislative body shall only participate in the meeting remotely pursuant to this subdivision (Government Code section 54953(f)(1)), if all the following requirements are met: “(A) One of the following circumstances applies: (i) The member 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. The provisions of this clause shall not be used by any member of the legislative body for more than two meetings per calendar year. (ii) The member requests the legislative body to allow them to participate in the meeting remotely due to emergency circumstances and the legislative body takes action to approve the request. The legislative body shall request a general description of the circumstances relating to their need to appear remotely at the given meeting. A general description of an item generally need not exceed 20 words and shall not require the member to disclose any medical diagnosis or disability, or any personal medical information that is already exempt under existing law, such as the Confidentiality of Medical Information Act (Chapter 1 (commencing with

Section 56) of Part 2.6 of Division 1 of the Civil Code). For the purposes of this clause, the following requirements apply: (I) A member shall make a request to participate remotely at a meeting pursuant to this clause as soon as possible. The member shall make a separate request for each meeting in which they seek to participate remotely. (II) The legislative body may take action on a request to participate remotely at the earliest opportunity. If the request does not allow sufficient time to place proposed action on such a request on the posted agenda for the meeting for which the request is made, the legislative body may take action at the beginning of the meeting in accordance with paragraph (4) of subdivision (b) of Section 54954.2. (B) The member 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 any such individuals. (C) The member shall participate through both audio and visual technology. (3) 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 a period of more than three consecutive months or 20 percent of the regular meetings for the local agency within a calendar year, or more than two meetings if the legislative body regularly meets fewer than 10 times per calendar year." "Just cause" includes travel while on official business of the legislative body or another state or local agency pursuant to Government Code section 54953(j)(2)(D).

DISCUSSION:

Approval of this request for remote participation at the regular council meeting on September 15, 2025, will allow Councilmember Atkins-Salazar to attend to an unexpected family medical emergency.

Her attendance at that meeting is consistent with Assembly Bill No. 2449 as it is being considered at the earliest time possible, the cause for her remote participation is just, and it is in the interest of the City that she participate in this meeting, this request is her second and will not exceed the three consecutive month or 20 percent remote meeting threshold allowed, and her participation will be both by audio and visual technology.

RECOMMENDED COUNCIL ACTION:

Motion to approve remote participation for Councilmember Atkins-Salazar at the City Council special meeting of September 15, 2025, in accordance with Assembly Bill No. 2449 due to an emergency circumstance pursuant to Government Code section 54953(j)(1).

ATTACHMENTS:

- A. GOV_54953 (1).