



Marisol Rubio, Chair  
Robert Jweinat, Vice Chair

## City of San Ramon Policy Committee Agenda

San Ramon City Hall  
Training Room, First Floor  
7000 Bollinger Canyon Road

May 27, 2026  
4:00 PM  
Regular Meeting

Agenda Questions: Please contact the City Clerk's Office at  
(925) 973-2539 or [cityclerk@sanramon.ca.gov](mailto:cityclerk@sanramon.ca.gov).

Please refer to the end of the agenda to review options for participation in the meeting.  
This agenda is posted in accordance with Government Code Section 54954.2(a).

### 1. Call to Order/Roll Call

### 2. Public Comment

At this time, members of the public are encouraged to address the Committee on any item not already included on the agenda. Comments should not exceed 3 minutes. No Committee action can be taken at this meeting on issues raised during Public Comment.

### 3. Approval of Minutes

3.1. Policy Committee Regular Meeting - July 16, 2025

3.2. Policy Committee Special Meeting - May 6, 2026

### 4. New Business

4.1. Review Disruption of Telephonic or Internet Service During Public Meetings  
Policy and Provide Direction to Staff

*Staff Report by Alicia Poon, Assistant City Attorney*

4.2. Candidate Statement Word Count Limit for the 2026 Municipal Election

*Staff Report by Joan Snashall, City Clerk*

4.3. Establishing a Voluntary Campaign Expenditure Limitation for the 2026  
Municipal Election

*Staff Report by Joan Snashall, City Clerk*

### 5. Adjournment

## How to View or Participate in the Meeting

The public is invited to participate in the meeting using any of the following methods:

### **In Person:**

Members of the public can provide in-person comments at the meeting. To make a request for disability-related accommodation to participate in the meeting, please contact the City Clerk's Office 48 hours in advance of the meeting at [cityclerk@sanramon.ca.gov](mailto:cityclerk@sanramon.ca.gov).

### **Written Communication by Email:**

Public comments may be submitted via e-mail to [cityclerk@sanramon.ca.gov](mailto:cityclerk@sanramon.ca.gov) at least 2 hours prior to the start time of the meeting. Please include "Public Comment" in the subject line. In the body of the email please include your name and the item you wish to comment on. Written public comment will not be read aloud during the meeting.

### **Attendee Conduct:**

There will be zero tolerance for any person addressing the Committee making profane, offensive and disruptive remarks, or engaging in loud, boisterous, or other disorderly conduct, that disrupts the orderly conduct of the public meeting. Specifically, it is important for all speakers to adhere to the following guidelines for participation in this meeting:

- a. No profanity or obscenity.
- b. Refrain from personal threats or attacks.
- c. Refrain from hateful epithets and demeaning language based on any person's race, religion, sexual orientation, ethnicity, gender, or disability.
- d. Respect all people that are present or watching.

At the discretion of the Chair, a speaker may forfeit speaking time for any of the following reasons:

- a. Exceeding the allotted time to speak;
- b. Yelling, screaming, or other behavior that renders this Committee unable to continue the meeting;
- c. Excessive profanity or slander;
- d. Specific threats or "fighting words" that incite violence; or
- e. Speech that is outside the subject matter jurisdiction of the Committee or the specific agenda item in which you are speaking.

**While the City of San Ramon ensures the First Amendment rights of its citizens, we do not accept nor endorse any offensive or hateful comments made during our meetings. The City of San Ramon celebrates the diversity of our community, and we strive to be a welcoming and open community for all.**

**MINUTES OF THE  
CITY OF SAN RAMON POLICY COMMITTEE  
July 16, 2025**

**1. CALL TO ORDER / ROLL CALL**

The meeting was called to order at 4:03 p.m.

Attendee Name	Title	Status
Robert Jweinat	Chair	Present
Richard Adler	Vice Chair	Present

Also in attendance; City Manager Steven Spedowski, Community Development Director Debbie Chamberlain, and City Clerk Christina Franco.

**2. PUBLIC COMMENT**

Public comment was received from Public Speaker.

**3. APPROVAL OF MINUTES**

3.1 Policy Committee - Regular Meeting - Mar 26, 2025 4:00 PM

Vice Chair Adler's motion to approve the meeting minutes from March 26, 2025 was seconded by Chair Jweinat. The motion passed 2-0-0-0.

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Richard Adler, Vice Chair
<b>SECONDER:</b>	Robert Jweinat, Chair
<b>AYES:</b>	Jweinat, Adler

**4. NEW BUSINESS**

4.1 Discussion of the City’s Appeal Fee Structure

Recommendation: Receive the Staff Report, Discuss and Provide Direction to Staff on the City’s Current Appeal Fee Structure.

Staff report overview and presentation by Debbie Chamberlain, Community Development Director.

Public comments were received from Jim Blickenstaff and Public Speaker.

The Policy Committee provided comments and information to staff.

**5. POLICY COMMITTEE COMMENTS**

**6. ADJOURNMENT**

The meeting was adjourned at 4:52 p.m.

**Minutes of the  
City of San Ramon  
Policy Committee Special Meeting  
May 6, 2026**

**1. Call to Order/Roll Call**

Chair Rubio called the meeting to order at 3:00 PM.

**Present:**

Chair Marisol Rubio

Vice Chair Robert Jweinat

Also in attendance: City Manager Steven Spedowfski, City Attorney Martin Lysons, Deputy City Manager Christina Franco, and City Clerk Joan Snashall

**2. New Business**

**2.1. Review and Discussion of the Use of City Flagpoles and Display of Flags Policy  
(Council-Approved under Resolution No. 2021-066)**

Deputy City Manager Christina Franco presented the staff report.

Public comment was received from Katherine Grace, Anuradha Gupta, Dan Frank and Susie Ferris-Inderkum. Written public comment was received from Sue Bock, Austin Nicolas and Douglas Medlin.

The Policy Committee discussed proposed revisions and additions to the existing City Flagpoles and Display of Flags Policy and requested the proposed changes be brought before the full City Council for consideration at a future meeting.

**3. Adjournment**

The meeting was adjourned at 4:33 p.m.



## Policy Committee Staff Report Item No. 4.1.

**Date:** May 27, 2026

**To:** San Ramon Policy Committee

**From:** Martin Lysons, City Attorney  
Alicia Poon, Assistant City Attorney

**Subject:** Review Disruption of Telephonic or Internet Service During Public Meetings Policy and Provide Direction to Staff

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### **Executive Summary:**

The Policy Committee is being asked to consider and provide feedback on a new City Council Policy: *Disruption of Telephonic or Internet Service During Public Meetings*. This new policy is a requirement of Senate Bill (SB) 707 which states the City Council must adopt a technology disruption policy at a noticed public meeting by July 1, 2026.

### **Recommendation:**

Receive the report, provide direction to staff and recommend that the policy and any proposed amendments be brought to an upcoming City Council Meeting for consideration and adoption.

### **Background:**

Senate Bill (SB) 707 was signed into law in October 2025 and took effect in two phases: on January 1, 2026 and on July 1, 2026. This report focuses solely on the requirement that the City Council, which is an "eligible legislative body" under SB 707, adopt a technology disruption policy by July 1, 2026 and provides a draft policy (attached) for consideration.

SB 707 requires that the policy be approved at a noticed public meeting during open session and on the regular calendar. The policy may not be approved on the consent calendar. The policy must "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." The City Council can, after making attempts to restore service for at least one hour, continue the meeting during the disruption of service by adoption of a finding that it is in the public interest to continue the meeting despite the fact that remote access services have not been restored.

The policy also provides for recessing in the case of technology disruption impacting the

remote participation platform and includes documentation of the efforts made to attempt to restore the meeting and reconvening the meeting after the recess.

**Fiscal Impact:**

There are no anticipated fiscal impacts associated with discussing this new policy. Any future changes or direction may carry fiscal implications.

**Alternative Option(s):**

Option 1: Accept draft policy as presented and forward policy to City Council for consideration and adoption

Option 2: Provide amendments to draft policy and forward policy with amendments to City Council for consideration and adoption

**Next Steps:**

Based upon the option selected by the Policy Committee, staff will:

**1. Receive Committee Recommendations, if any, and incorporate into the Policy**

Draft proposed amendments to the policy based upon Committee feedback and recommendations.

**2. Bring Policy to the City Council for consideration and adoption by or before July 1, 2026**

Present the Committee's recommendations and any proposed policy amendments to the policy at an upcoming City Council meeting for consideration and adoption.

**3. After adoption of the Policy, bring amendments to Resolution 2019-97 to a future City Council Meeting**

After City Council adoption of the policy, staff will bring amendments to Resolution 2019-097 (Establishing City Council Rules for the Conduct of City Council Meetings) to a future City Council Meeting that addresses remote public participation at City Council meetings as required by SB 707.

**Attachment(s):**

A. San Ramon Technology Disruption Policy Draft

# City of San Ramon City Council Policy

## **POLICY NAME: DISRUPTION OF TELEPHONIC OR INTERNET SERVICE DURING PUBLIC MEETINGS**

Senate Bill 707 (2025) amended the Brown Act to require eligible legislative bodies to adopt, on or before July 1, 2026, a policy addressing how the agency will respond to disruptions in telephonic or internet service that prevent members of the public from attending or observing a meeting remotely. This policy is adopted to comply with that requirement and to ensure continuity of public participation during technical disruptions.

### **I. Purpose**

This policy establishes procedures for responding to a disruption in the telephonic or internet services that provide two-way remote public access to meetings of the City of San Ramon City Council, as required by the Brown Act (Gov. Code § 54953.4). The policy ensures transparency, public participation, and continuity of government during technology disruptions.

### **II. Definitions**

For purposes of this policy:

- “Disruption” means any failure, outage, or other interruption to the City’s remote access services that prevents members of the public participating remotely from attending or observing the meeting.
- “Remote access services” means the two-way telephonic service and/or two-way audiovisual platform used to provide real-time remote public attendance and observation of meetings.

### **III. Applicability**

This policy applies to all open and public meetings of the City of San Ramon City Council at which remote public participation is offered via remote access services or required under the Brown Act.

### **IV. Procedures in the Event of a Service Disruption**

#### **A. Response to Service Disruption**

If the Presiding Officer or City Clerk becomes aware of a disruption to the City’s remote access services that prevents members of the public from attending or observing the meeting remotely:

1. The Presiding Officer or City Clerk shall immediately announce the disruption to the public.
2. The Presiding Officer may then call for a recess of the open session

or convene the legislative body in closed session, consistent with the Brown Act.

3. City Staff shall begin efforts to diagnose and restore the disrupted service.
4. The meeting shall remain in recess for at least one hour or until service is restored, whichever is sooner. The recess period may be extended if restoration efforts are ongoing.

#### **B. Efforts to Restore Service**

The City of San Ramon shall make good faith efforts to restore remote access services, which may include:

- Troubleshooting platform or teleconferencing software.
- Resetting or replacing audiovisual equipment.
- Attempting alternative connection methods.
- Contacting necessary support staff or service providers.
- Switching to back-up equipment or platforms, if available.

The City Clerk shall document the restoration efforts undertaken.

#### **C. Reconvening the Open Session**

##### **1. Timing.**

The open session may be reconvened after at least one hour has elapsed from the time of disruption or as soon as service is restored, whichever occurs earlier.

##### **2. If service is restored.**

If the remote access service is restored before or at the time the meeting reconvenes, the meeting shall continue as normal.

##### **3. If service is *not* restored.**

If service has not been restored after one hour, the City Council may reconvene and:

- a. Adjourn the meeting; or
- b. Continue the meeting in open session by adopting, by roll call vote, the following, or a substantially similar, finding:

“The City of San Ramon has made good faith efforts to restore telephonic or internet service in accordance with its adopted policy, and the public interest in continuing the meeting outweighs the public interest in remote public access.”

Upon adoption of the finding, the City Council may continue the open session despite the fact that remote access services have not been restored.

#### **V. Recordkeeping**

The City Clerk shall enter a brief statement into the meeting minutes, including the

following:

- The nature and time of the disruption
- The restoration efforts undertaken
- The time the meeting was reconvened (if applicable)
- Any finding adopted pursuant to this policy

**VI. Review and Updates**

This policy may be amended by the City Council at a noticed public meeting in open session, not on the consent calendar.



**Policy Committee Staff Report  
Item No. 4.2.**

**Date: May 27, 2026**

**To: San Ramon Policy Committee**

**From: Christina Franco, Deputy City Manager  
Joan Snashall, City Clerk**

**Subject: Candidate Statement Word Count Limit for the 2026 Municipal Election**

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**Executive Summary:**

The Policy Committee is being asked to make a recommendation to the City Council on the voluntary Candidate Statement word count limit for the 2026 Municipal Election.

Under California Elections Code Section 13307(a)(1), local agencies may authorize candidate statement limits of up to 400 words. The City currently consolidates printing with Contra Costa County, and although the County permits statements up to 400 words, statements exceeding 250 words are charged at double the standard rate. Historically, the City has varied its approach, allowing up to 300 words in past elections and adopting a 400-word limit for the 2020, 2022, and 2024 elections.

There is no fiscal impact to the City, as candidate statements are optional, and candidates are fully responsible for the related costs. The Policy Committee is asked to consider whether maintaining the current 400-word limit consistent with recent elections, or reducing the limit to 250 words to align with the County’s standard pricing structure, and to forward a recommendation to the City Council for consideration.

**Recommendation:**

Staff requests that the Policy Committee make a recommendation for the 2026 Municipal Election voluntary Candidate’s Statement word count limit, taking into consideration the estimated costs and benefits the limit will have on potential candidates.

**Background:**

The City consolidates the printing of Candidate Statements with Contra Costa County (County). The County charges a flat rate fee for Candidate Statements based on a maximum of 250 words. Pursuant to California Elections Code Section 13307(a)(1), the governing body of a local agency may authorize Candidate Statement word count limits up to 400 words.

In past elections, the City Council has allowed Candidate Statements of up to 300 words. For the November 2020, 2022, and 2024 elections, the City Council increased the maximum limit to 400 words. While the County accommodates statements up to 400 words, the higher word limit is double the cost.

For the November 2026 election, the costs per statement are specified below.

	<b>250 Words</b>	<b>250+ Words</b>
<b>Mayor</b>	\$1,218.00	\$2,436.00
<b>District 2</b>	\$461.00	\$922.00
<b>District 4</b>	\$438.00	\$876.00

Candidates are fully responsible for the cost of their statements as they are an optional cost. The County's pricing structure is based on a flat rate. Additionally, the City does not charge a filing fee to run for elected office.

**Fiscal Impact:**

There is no fiscal impact to the City. Candidates are responsible for all costs associated with optional Candidate Statements.

**Alternative Option(s):**

- 1. Establish a **250-word limit** for candidate statements; or
- 2. Establish a **400-word limit** for candidate statements.

**Next Steps:**

The Policy Committee's recommendation regarding the word count limit will be forwarded to the full City Council for consideration and approval.

**Attachment(s):**

- A. Draft Resolution No. 2026-XXX

**RESOLUTION NO. 2026-XXX**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN RAMON  
ESTABLISHING A WORD COUNT LIMIT FOR CANDIDATE STATEMENTS  
FOR THE 2026 MUNICIPAL ELECTION**

**WHEREAS**, under Election Code Section 13307(a)(1), the governing body of the local agency is permitted to set the word count for the Candidate Statements; and

**WHEREAS**, the City Council finds that a XXX word count Candidate Statement allows enough words to detail candidate qualifications and experience and sets a reasonable cost for the candidates who bear the entire cost of the optional Candidate Statement in all Municipal Elections.

**NOW, THEREFORE, BE IT RESOLVED**, under authority of Election Code Section 13307(a)(1), the word count of XXX is established as the word count limit for Candidate Statements in the 2026 Municipal Election.

**PASSED, APPROVED, AND ADOPTED**, at the meeting of June 9, 2026 by the following votes:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
Mark Armstrong, Mayor

**ATTEST:**

\_\_\_\_\_  
Joan Snashall, City Clerk



**Policy Committee Staff Report  
Item No. 4.3.**

**Date:** May 27, 2026

**To:** San Ramon Policy Committee

**From:** Christina Franco, Deputy City Manager  
Joan Snashall, City Clerk

**Subject:** Establishing a Voluntary Campaign Expenditure Limitation for the 2026 Municipal Election

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**Executive Summary:**

The Policy Committee is being asked to recommend voluntary campaign expenditure limits for the November 3, 2026 Municipal Election for Mayor and City Council Districts 2 and 4. Although courts prohibit mandatory spending limits, San Ramon has historically adopted voluntary limits to promote fair and transparent elections, reduce campaign costs, and minimize the appearance of undue influence.

Consistent with prior elections, proposed limits are based on the number of registered voters and estimated campaign costs. Staff has provided several per-voter expenditure options for consideration. Using the same methodology adopted in 2024 would establish voluntary limits of \$78,389 for Mayor, \$36,307 for District 2, and \$33,270 for District 4.

**Recommendation:**

Staff requests that the Policy Committee make a recommendation as to what spending limit would be reasonable and fair to all candidates, and to determine the Voluntary Campaign Expenditure Limit for the 2026 Municipal Election.

**Background:**

The City of San Ramon will hold a Municipal Election for Mayor and two Councilmembers (Districts 2 and 4) on November 3, 2026. The courts have held that the amount spent by a candidate on his or her behalf in an election cannot be limited. The City of San Ramon addressed this issue in its Municipal Code, Division A3 Elections, Chapter II Campaigns which states:

- A. Inherent in the high cost of election campaigns is the possibility and the appearance of improper influence, real or potential, exercised by campaign contributors over elective

officials.

B. The intent and purpose of this chapter, through the voluntary action of city council candidates, is to:

1. Preserve and foster an orderly political forum in which persons may express themselves effectively;
2. Place realistic limits on the amounts of money that may be spent in political campaigns for city council elections;
3. Decrease the cost of campaigns; and
4. Prevent the appearance of improper influence.

*(Municipal Code § A3-13, Elections Code § 20400, 20420, 20440-20444)*

In previous elections, the recommended voluntary campaign expenditure limit was established by determining the number of registered voters, the price of postage, and an expenditure amount per registered voter. For the November 2024 election, the City Council adopted Resolution No. 2024-070 establishing a voluntary campaign expenditure as follows;

- Mayor - \$75,282, which approximates the sum of \$1.50 per registered voter
- Councilmember District 1 - \$30,263, which approximates to \$2.50 per registered voter
- Councilmember District 3 - \$27,820, which approximates to \$2.50 per registered voter

The candidate expenditure information for the 2022 and 2024 elections is presented below.

<b>2022 SAN RAMON MUNICIPAL ELECTION</b>		
<b>Candidate</b>	<b>Amount Spent</b>	<b>Average Per Registered Voter</b>
<b>Mayor (49,271 Registered Voters)</b>		
Dinesh Govindarao	\$13,780	\$.279
David E. Hudson	\$32,936	\$.668
Sabina Zafar	\$56,466	\$1.146
<b>District 2 (14,110 Registered Voters)</b>		
Mark Armstrong	\$12,778	\$.905
Sara Lashanlo	\$10,900	\$.772
<b>District 4 (12,507 Registered Voters)</b>		
Heidi Kenniston-Lee	\$8,080	\$.646
Marisol Rubio	\$18,136	\$1.45

<b>2024 SAN RAMON MUNICIPAL ELECTION</b>		
<b>Candidate</b>	<b>Amount Spent</b>	<b>Average Per Registered Voter</b>
<b>Mayor (50,188 Registered Voters)</b>		
Mark Armstrong	\$12,646	\$.252
Chirag Kathrani	\$19,138	\$.318
<b>District 1 (12,105 Registered Voters)</b>		

Robert Jweinat	\$0	\$0.00
Vasanth Shetty	\$30,619	\$2.53
<b>District 3 (11,128 Registered Voters)</b>		
Sridhar Verose	\$2,575	\$.231

Historically, the City has established a campaign spending limit and offered candidates the opportunity to voluntarily agree to that limit. Consistent with past elections, the City Council could consider a voluntary campaign expenditure limit based upon the number of registered voters while taking into consideration the price of postage, the number of mailings, and the cost of campaign signs. Several proposed Expenditure Limits are presented below for each elected office for November 2026:

<b>Number of Registered Voters*</b>	<b>Amount Per Voter</b>	<b>Proposed Expenditure Limits</b>
Mayor – 52,259	\$1.30	\$67,937
	\$1.40	\$73,163
	\$1.50**	\$78,389
	\$1.75	\$91,453
	\$2.00	\$104,518
	\$2.25	\$117,583

\*Registered Voters as of April 3, 2026.

\*\*Amount per voter for November 2024 election.

<b>Number of Registered Voters*</b>	<b>Amount Per Voter</b>	<b>Proposed Expenditure Limits</b>
District 2 – 14,523	\$2.00	\$29,046
	\$2.35	\$34,129
	\$2.50**	\$36,307
	\$2.75	\$39,938
	\$3.00	\$43,569
	\$3.25	\$47,200

\*Registered Voters as of April 3, 2026.

\*\*Amount per voter for November 2024 election.

<b>Number of Registered Voters*</b>	<b>Amount Per Voter</b>	<b>Proposed Expenditure Limits</b>
District 4 – 13,308	\$2.00	\$26,616
	\$2.35	\$31,274
	\$2.50**	\$33,270
	\$2.75	\$36,597
	\$3.00	\$39,924
	\$3.25	\$43,251

\*Registered Voters as of April 3, 2026.

\*\*Amount per voter for November 2024 election.

**Fiscal Impact:**

There is no fiscal impact associated with establishing the voluntary campaign expenditure limits.

**Alternative Option(s):**

1. Recommend maintaining the same per-registered-voter expenditure limits adopted for the 2024 Municipal Election.
2. Recommend increasing the voluntary expenditure limits to account for rising campaign costs, including postage, printing, and outreach expenses.
3. Recommend lowering the voluntary expenditure limits to encourage lower-cost campaigns and reduce campaign spending overall.

**Next Steps:**

The Policy Committee's recommendation regarding the Voluntary Campaign Expenditure Limit will be forwarded to the full City Council for consideration and approval.

**Attachment(s):**

- A. Draft Resolution No. 2026-XXX

**RESOLUTION NO. 2026-XXX**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN RAMON  
ESTABLISHING A VOLUNTARY CAMPAIGN EXPENDITURE LIMITATION  
FOR THE 2026 MUNICIPAL ELECTION**

**WHEREAS**, inherent in the high cost of election campaigns is the possibility and the appearance of improper influence real or potential, exercised by campaign contributors over elective officials; and

**WHEREAS**, the City Council, through the voluntary actions of City Council candidates, seeks to preserve and foster an orderly political forum in which persons may express themselves effectively, to decrease the cost of campaigns, and to prevent the appearance of improper influence; and

**WHEREAS**, the City Council finds \$XX,XXX, which approximates the sum of \$X.XX per registered voter, is a reasonable limit for funds to be spent by individual candidates for Mayor; and

**WHEREAS**, the City Council finds \$XX,XXX, which approximates the sum of \$X.XX per registered voter, is a reasonable limit for funds to be spent by individual candidates for Councilmember District 2; and

**WHEREAS**, the City Council finds \$XX,XXX, which approximates the sum of \$X.XX per registered voter, is a reasonable limit for funds to be spent by individual candidates for Councilmember District 4.

**NOW, THEREFORE, BE IT RESOLVED**, under authority of Government Code Section 85400 (Political Reform Act of 1996) of Section A 3-13 of the San Ramon Municipal Code, that the sum of \$XX,XXX for Mayor, \$XX,XXX for Councilmember District 2, and \$XX,XXX for Councilmember District 4, is established as the campaign expenditure limits for the 2026 Municipal Election.

**PASSED, APPROVED, AND ADOPTED** at the meeting of June 9, 2026 by the following votes:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

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Mark Armstrong, Mayor

**ATTEST:**

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Joan Snashall, City Clerk