

CITY OF LOS ANGELES

CALIFORNIA



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April 21, 2026

REF: EXE-073-26

Honorable Members of the City Council
City of Los Angeles
Room 395, City Hall
Los Angeles, CA 90012

Attn: Government Operations Committee

Subject: **COUNCIL FILE NO. 25-1358 - REPORT ON THE COSTS FOR NECESSARY SOFTWARE AND EQUIPMENT REQUIRED FOR THE VAN NUYS CHAMBERS TO BE IN COMPLIANCE WITH SENATE BILL 707**

Pursuant to C.F. 25-1358, the Information Technology Agency (ITA) was instructed to report on the costs of necessary installation of software and equipment required for the **Van Nuys Council Chambers** in order to be in compliance with the Senate Bill 707 by July 1, 2026.

BACKGROUND

On March 27, 2026, ITA reported to the Government Operations Committee on the readiness of the City to comply with the Senate Bill (SB) 707 that was signed into law on October 3, 2025. This bill makes significant changes to the Brown Act, intending to increase public participation and expand remote access to public meetings. As reported at that meeting, the City Hall Council Chambers and the 4th floor committee room are ready to comply with the new Law. ITA is in the process of purchasing the Zoom licenses in order to start offering remote public testimony by July 1st, 2026. Furthermore, ITA was also instructed to provide a cost estimate for making the Van Nuys Council Chambers compliant with the new law.

SCOPE OF THIS REPORT

This report assesses the cost of necessary installation of software and equipment for the Van Nuys Council Chambers in order to make it compliant with SB 707 by the deadline. The focus is limited to two-way telephonic (Zoom audio), mirroring the City Hall Chamber's remote public participation setup.

ESTIMATE FOR THE VAN NUYS CHAMBERS COUNCIL CHAMBER

The audio-visual equipment in the Van Nuys Council Chambers is substantially outdated (30 years old) and requires significant upgrades to support a meeting with remote public participation. Modernizing the audio-visual systems in the Van Nuys Council Chambers requires major infrastructure changes with extensive equipment and labor efforts, and is expected to take multiple months (3 to 6 months) to complete.

To proceed with Van Nuys installation and upgrades, ITA needs to remove the old infrastructure that is in place. This means removing the old IT cables without damaging the structure of the building. Since the cabling is about 30 years old, it is possible the ITA may encounter structural issues with the cable that delays the process and requires additional labor. After successfully removing the cable, the ITA will need to install new cables that support modern digital audio/visual equipment. Once the new equipment is installed, the ITA will need to ensure equipment is connected, configured, and fully operational with existing systems required to fully run a council meeting such as Channel 35, encoders to stream via YouTube, the Council voting system and other technology components. ITA estimates a project budget of \$275,000 to cover the required labor, equipment procurement, and installation. We are working with the City Administrative Officer to secure funds for this project which will be included in the Year End Financial Status Report once identified. Additionally, the ongoing maintenance and licensing expenses are estimated at \$35,000 annually. This estimate includes Zoom licenses, PrimeGOV/LMS and Council Audio Maintenance, and QSC Reflect License Renewals. We plan to request these ongoing funds through the annual budget process.

RECOMMENDATIONS

That the City Council instruct the:

- A. Information Technology Agency (ITA) to work with the City Administrative Officer to identify \$275,000 for for the purchase and installation of the necessary equipment and software in order to meet the Senate Bill 707 requirements for remote public access (voice-only) of full session meetings in Van Nuys Council Chambers and transfer the funds in the 2025-26 Year End Financial Status Report to ITA's Account 009350, Communications Services;
- B. ITA to request \$35,000 in ongoing annual maintenance and licensing costs through the annual budget process; and,
- C. Instruct the City Clerk to place on the agenda of the first regular Council meeting on July 1, 2026, or shortly thereafter, the following instruction:
 - a. Reappropriate up to \$275,000 from the unencumbered balance remaining in the ITA Fund No. 100/32, Account 009350, Communications Services, in the same amount and into the same accounts as exist on June 30, 2026.

FISCAL IMPACT STATEMENT

Approval of the recommendations in this report will have a one-time General Fund impact of \$275,000 in project implementation costs. Future appropriations of \$35,000 required for annual software licensing costs will be addressed as part of the annual budget process.

Respectfully Submitted,



Ted Ross
General Manager

ec: Council Member Harris-Dawson, Council President
Sharon Tso, Office of the Chief Legislative Analyst
Matias Farfan, Office of the Chief Legislative Analyst
Melissa Velasco, City Administrative Officer
Robert Roth, City Administrative Officer
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