



## Planning Department

July 14, 2021

Attention: Community Planning Group Chairs and Vice Chairs  
Subject: Community Planning Group In-Person Meeting Guidance  
Reference: June 21, 2021 Letter, Community Planning Group In-Person Meeting Guidance

### Background

The California Governor's Executive Orders N-25-20 and N-29-20, issued on March 12 and 17, 2020, respectively, suspended provisions of the Brown Act related to teleconferencing in response to the COVID-19 Emergency. On April 14, 2020, the City Council voted unanimously to approve the proposed temporary amendments of Council Policy 600-24. Within Council Policy 600-24, there are aspects of the annual March elections process and Brown Act meeting requirements that were impacted or changed due to the Governor's Executive Orders. The Governor's Executive Order Executive Order N-08-21 withdrew the N-29-20 provisions and replaced them with similar provisions and the following qualification: "All of the foregoing provisions concerning the conduct of public meetings shall apply through September 30, 2021."

### In-Person Meeting Guidance

Individual CPGs can determine their timing for conducting in-person public meetings. CPGs that decide to return to in-person public meetings should follow the State's guidance for continuing COVID-19 safety measures regarding wearing masks and honoring social distancing. CPGs can continue to meet virtually consistent with Executive Order N-08-21 until September 30, 2021. Starting on July 19, 2021, Planning Department staff can attend in-person meetings with CPGs based-on staffing availability and resources.

### Resources

<https://www.gov.ca.gov/wp-content/uploads/2021/06/6.11.21-EO-N-08-21-signed.pdf>  
<https://www.gov.ca.gov/wp-content/uploads/2020/03/3.12.20-EO-N-25-20-COVID-19.pdf>  
<https://www.gov.ca.gov/wp-content/uploads/2020/03/3.17.20-N-29-20-EO.pdf>

For questions, please contact Tait Galloway, Program Manager at [tgalloway@saniego.gov](mailto:tgalloway@saniego.gov) or 619-533-4550.

Sincerely,

A handwritten signature in blue ink, appearing to read "Mike Hansen".

Mike Hansen

Director, Planning Department

MH/tg

cc: Jeff Sturak, Deputy Chief Operating Officer  
Kristina Peralta, Deputy Chief Operating Officer  
Michaela Valk, Director of Community Engagement, Mayor's Office