



April 6, 2020

President Norman Yee
San Francisco Board of Supervisors
1 Carlton B. Goodlett Place, Room 244
San Francisco, CA 94102

Dear President Yee,

Pursuant to the Eighth Supplement to the Mayoral Proclamation Declaring the Existence of a Local Emergency Dated April 1 2020, as the Mayor's designee, I authorize the Assessment Appeals Board (or the "Board") to hold meetings through May 3, 2020, where the Board has an urgent need to take action to comply with a deadline imposed by state law. The Board's continued compliance with these mandatory deadlines is an essential government operation. The first meeting that is authorized will occur on April 6, 2020. This meeting and subsequent meetings are authorized on the following conditions:

- The meetings must occur by teleconference or other electronic means without providing a physical meeting place, and the Board must comply with all rules governing public meetings during the emergency that are applicable to the Board, including allowing public observation and participation;
- The Board must prioritize cases for which there is an urgent need to take action to comply with a deadline imposed by state law but may consider other cases at a meeting; and
- The Board shall not require the time of staff who are otherwise deployed or participating in the City's response to the COVID-19 pandemic.

If the Mayor extends the order prohibiting meetings of City policy bodies, the foregoing authorization shall also be extended unless rescinded or revised.

Sincerely,

A handwritten signature in black ink, appearing to read "Andres Power".

Andres Power
Policy Director

cc. Members of the Board of Supervisors
Clerk of the Board
Assessment Appeals Board