



City and County of San Francisco

Sunshine Ordinance Task Force

City Hall
1 Dr. Carlton B. Goodlett Place,
Room 244
San Francisco, CA 94102-4689

Meeting Agenda

Members:

Seat 1	Dean Schmidt	Seat 7	Matthew Yankee - Chair
Seat 2	Lila LaHood	Seat 8	Chris Hyland
Seat 3	Saul Sugarman	Seat 9	David Pilpel
Seat 4	Ankita Kumar	Seat 10	VACANT
Seat 5	Maxine Anderson	Seat 11	Bruce Wolfe
Seat 6	Laura Stein - Vice-Chair		
Ex-officio	<i>(non-voting)</i> Clerk of the Board of Supervisors or their designee		
Ex-officio	<i>(non-voting)</i> Mayor's designee		

Clerk: Patricia Petersen
(415) 554-7719 ~ patricia.petersen@sfgov.org

**Wednesday, September 3,
2025**

**4:00 p.m.
Regular Meeting**

City Hall, Room 408

Remote Access and/or In-Person Participation

The Sunshine Ordinance Task Force and its committees convene hybrid meetings that allow in-person attendance, in-person public comment, remote access for petitioners and respondents, and remote public comment via teleconference (via Webex).

Webex Remote Link/Log-in:

<https://tinyurl.com/2s3ne4mc>

Password: sunshine

Telephone Call-in:

[1 \(415\) 655-0001](tel:14156550001) / **Meeting ID: 2663 121 9533 # #**

(Press *3 to enter the speaker line)

Members of the public may participate by phone or may submit their comments by email to: sotf@sfgov.org; all comments received will be made a part of the record. Sunshine Ordinance Task Force agendas and their associated documents are available at <https://sfgov.org/sunshine>.

Meeting Decorum: Any member of the Sunshine Ordinance Task Force or its Committees may call for decorum due to the disorderly conduct of meeting participants. Persons who engage in threatening and/or menacing behavior may be asked to leave.

1. **CALL TO ORDER, ROLL CALL, AND AGENDA CHANGES** (*Discussion and Action*)
2. **Approval of the August 6, 2025, Sunshine Ordinance Task Force Regular meeting minutes.** (*Discussion and Action*) ([attachments](#))
3. **Approval of Orders of Determination** (*Discussion and Action*) ([attachments](#))
 - **File No. 25028** Anmarie against Fine Arts Museums of San Francisco
 - **File No. 25035** Paul Kniha against San Francisco Municipal Transportation Agency
 - **File No. 25036** Paul Kniha against Broderick Paulo and the San Francisco Municipal Transportation Agency
 - **File No. 25046** Michael Petrilis against Supervisor Jackie Fielder
 - **File No. 25047** Michael Petrelis against Supervisor Matt Dorsey
 - **File No. 25052** Michael Petrelis against the Human Rights Commission
 - **File No. 25054** HVSafe against Supervisor Bilal Mahmood
4. **Report on August 8, 2025 Ethics Commission Meeting:** Discussion of the proposed amendments to the Ethics Commission's Enforcement Regulations. (*Discussion Only*) ([attachments](#))
5. **Proposed Amendments to SOTF's By-Laws:** Adoption of proposed amendments to the Sunshine Ordinance Task Force's By-Laws related to Article II, Section 2 – Attendance. (*Discussion and Action*) ([attachments](#))
6. **Administrator's Report.** (*Discussion and Action*) ([attachments](#))
 - Task Force and Committee tentative hearing schedule with potential adjustments
 - Complaints and Hearing Requests
 - Pending Petitions / Complaints
 - SOTF Member Attendance
 - Communications

*** Continued on Next Page ***

**SPECIAL ORDER 5:00 P.M.
Public Comment, Consent Agenda, and Complaint Hearings Agenda**

**(Note: Public Comment, Consent Agenda, and hearings on
Complaints listed below will begin at 5:00 P.M.
or as soon thereafter as possible.)**

7. **Public Comment:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction but not on today's agenda. *(No Action)*

CONSENT AGENDA – Items 8 through 11

The Sunshine Ordinance Task Force shall review **File Nos. 25038, 25048, 25059, and 25060** to affirm the Committee's findings regarding the Sunshine Ordinance Task Force's jurisdiction; violations of the Sunshine Ordinance, Brown Act, or California Public Records Act; and, if applicable, to issue an Order of Determination and refer matters to a Committee for monitoring. The Complainant and Respondent are *not required to attend the September 3, 2025 Sunshine Ordinance Task Force meeting* but may attend to provide testimony during the public comment period for this item related to the determinations listed below. *(Discussion and Action)*

8. **File No. 25038:** Complaint filed by Paul Kniha against San Francisco Municipal Transportation Agency for allegedly violating Administrative Code (Sunshine Ordinance), Section(s) 67.21 by failing to respond to a public records request in a timely and/or complete manner. *(attachments)*

(On 8/19/2025, the Complaint Committee found that the Task Force has jurisdiction over the matter, that the requested records are public, and referred the matter to the Consent Agenda with a recommendation to find a violation of Administrative Code (Sunshine Ordinance) Section(s) 67.21 since the records were provided within 12 and 18 calendar days after the initial request.)

9. **File No. 25048:** Complaint filed by Mark Sullivan against David Steinberg and San Francisco Public Works for allegedly violating Administrative Code (Sunshine Ordinance), Section(s) 67.21(b) for failing to respond in a timely and/or complete manner, 67.21(l) for failing to provide public information for inspection and copying, 67.26 for failing to keep the withholding of records without justification to a minimum, and 67.27 for failing to provide a justification for withholding records. *(attachments)*

(On 7/22/2025, the Education, Outreach and Training Committee found that the Task Force has jurisdiction and forwarded the matter to the Consent Agenda with a recommendation to find no violation.)

10. **File No. 25059:** Complaint filed by Patrick Monette-Shaw against Department of Public Health, for allegedly violating Administrative Code (Sunshine Ordinance), Section(s) 67.25, by failing to respond to an immediate disclosure request in a timely and/or complete manner. ([attachments](#))
(On 8/19/2025, the Complaint Committee found that the Task Force has jurisdiction over the matter, that the requested records are public, and referred the matter to the Consent Agenda with a recommendation to find a violation of Administrative Code (Sunshine Ordinance) Section(s) 67.21(b) for improperly requiring the use of NextRequest in the language of the Respondent's response to the document request. The Committee found no improper delay in the response.)
11. **File No. 25060:** Complaint filed by Ben Lynch against the City Attorney's Office for allegedly violating Administrative Code (Sunshine Ordinance), Section(s) 67. 21, for failing to respond to a public records request in a timely and/or complete manner. ([attachments](#))
(On 8/19/2025, the Complaint Committee found that the Task Force has jurisdiction over the matter, that the requested records are public, and referred the matter to the Consent Agenda with a recommendation to find a violation of Administrative Code (Sunshine Ordinance) Sec. 67.21 for a delay in the production of a response to a public records request as acknowledged by the Respondent.)

COMPLAINT HEARING AGENDA – Items 12 through 16

12. **File No. 25065:** Complaint filed by Richard Corriea against Supervisor Joel Engardio for allegedly violating Administrative Code (Sunshine Ordinance), Section(s) 67.29-5 by failing to provide a Prop G Calendar in a timely and/or complete manner, and 67.34 for willful failure to discharge duties imposed by the Sunshine Ordinance, the Brown Act, or the Public Records Act. ([attachments](#))
(On 8/19/2025, the Complaint Committee referred the matter to the full Task Force with a recommendation to find a violation of Administrative Code (Sunshine Ordinance) Section(s) 67.29-5 by failing to provide a Prop G Calendar in a timely and/or complete manner, 67.27 by withholding a meeting from a document released without justification, and consider a willfulness violation under 67.34 by failing to discharge any duties imposed by the Sunshine Ordinance, the Brown Act or the public Records Act by an elected official.)
- a. Hearing on the Complaint (*Discussion and Action*)

13. **File No. 25032:** Complaint filed by Michael J. Turon against Assessor-Recorder Joaquin Torres, Aydin Salim Kayali, and the Office of the Assessor-Recorder for allegedly violating Administrative Code (Sunshine Ordinance), Section(s) 67.25 by failing to respond to an Immediately Disclosure Request in a timely and/or complete manner, 67.26 by failing to keep the withholding of records to a minimum and 67.27 by failing to provide justification for withholding information. Additional allegations: Violations of California Government Code, Sections 7922.525 and 7922.535(a). ([attachments](#))

(On 5/20/2025, the Complaint Committee found that the Task Force has jurisdiction, that the requested documents are public, and referred the matter to the full Task Force to consider whether there is a violation of Administrative Code (Sunshine Ordinance), Section 67.21.

On 6/4/2025, the Task Force continued File 25032 to the call of the Chair.

On 6/24/2025, Petitioner requested a continuance of File No. 25032 which was scheduled before the Task Force on 7/2/2025. The Task Force granted Petitioner's request on 6/25/2025.

On 7/30/2025, the Task Force granted Petitioner's request received 7/25/2025 to continue the matter to the next available regular meeting on or after August 22, 2025.)

- a. Hearing on the Complaint (*Discussion and Action*)

14. **File No. 25043:** Complaint filed by Anmarie against Fine Arts Museums of San Francisco for allegedly violating Administrative Code (Sunshine Ordinance), Section(s) 12L.2 for failing to include requirements for nonprofit organizations in its contracts, 12L.4 for failing to provide public access to meetings, and 12L.5(a) for failing to provide public access to financial information. Complainant requests per Section 12L.5(b) that the Task Force issue an advisory opinion as to whether COFAM is subject to the requirements of Section 12L. ([attachments](#))

(On 8/19/2025, the Complaint Committee found that under 12L.5(b) the Task Force is authorized to issue an advisory opinion as to whether COFAM is subject to the requirements of section 12L and referred the matter to the full Task Force to consider whether this matter is under the jurisdiction of the SOTF.)

- a. Hearing on the Complaint (*Discussion and Action*)

15. **File No. 25061:** Complaint filed by Marc Bruno against the San Francisco Planning Department for allegedly violating Administrative Code (Sunshine Ordinance), Section(s) 67.25, by failing to respond to an Immediate Disclosure Request in a timely and/or complete manner. ([attachments](#))

(On 8/19/2025, the Complaint Committee found that the Task Force has jurisdiction over the matter, that the requested records are public, and referred the matter to the next available meeting of the full Task Force for a hearing to consider a violation of Administrative Code (Sunshine Ordinance) Section(s) 67.25 and 67.21.)

- a. Hearing on the Complaint (*Discussion and Action*)

16. **File No. 25039:** Complaint filed by Eric Roussel against the San Francisco Planning Department for allegedly violating Administrative Code (Sunshine Ordinance), Section(s) 67.21 by failing to respond to a public records request in a timely and/or complete manner. ([attachments](#))

(On 6/17/2025, the Complaint Committee found that the Task Force has jurisdiction, that the requested records are public, and referred the matter to the full Task Force for consideration of a violation of Administrative Code (Sunshine Ordinance) Section(s) 67.21 by failing to respond to a public records request in a timely and/or complete manner, whether names were improperly redacted on this document, and whether there are further documents to be produced.

On 7/2/2025, the Task Force found that the San Francisco Planning Department violated Administrative Code (Sunshine Ordinance), Section 67.21(b) for failure to respond to a public request in a timely and/or complete manner, and ordered the production of all identifiable documents request that have not been produced, be produced per the ordinance, and further that Respondent failed to have an authorized representative in attendance in violation of Section 67.21(e), and to refer the matter to a Committee for follow up.

On 7/22/2025, the Education, Outreach and Training Committee continued the matter to the call of the Chair.

On 8/6/2025, the Task Force approved the Order of Determination in File No. 25039.)

- a. Hearing on the status of the complaint and consideration of enforcement action. (*Discussion and Action*)

17. **Hearing on Sunshine Ordinance Amendments:** Discussion regarding amendments to the Sunshine Ordinance and potential action to guide the related work of the Compliance and Amendments Committee. (*Discussion and Action*) ([*attachments*](#))

Members of the Task Force are encouraged to review these suggestions and come to the meeting prepared with comments. They are also invited to propose additional suggestions for each of the three sections: high priority changes, functional updates and other possible changes.

18. **Announcements, Comments, Questions, and Future Agenda Items by Members of the Sunshine Ordinance Task Force. (Discussion and Action)**

19. **ADJOURNMENT**

###

The Sunshine Ordinance Task Force was established by the San Francisco Administrative Code, Chapter 67. The purpose of the Task Force is to protect the public's interest in open government and to carry out the duties enumerated in [Chapter 67 of the San Francisco Administrative Code](#). For additional information concerning Sunshine Ordinance Task Force please contact the Task Force by e-mail sotf@sfgov.org or by calling (415) 554-7724.

Agenda Item Information

Each item on the agenda may include the following documents:

- 1) Department or Agency cover letter and/or report;
- 2) Public correspondence; and
- 3) Other explanatory documents.

These items will be available for review at City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244, Reception Desk.

Meeting Procedures

Public Comment will be taken before or during the Committee's consideration of each agenda item. Speakers may address the Task Force for up to three minutes on that item. During General Public Comment, members of the public may address the Task Force on matters that are within the Task Force's jurisdiction and are not on the agenda. Any person speaking during a public comment period may supply a brief written summary of their comments, which shall, if no more than 150 words, be included in the official file.

Each member of the public will be allotted the same maximum number of minutes to speak as set by the Chair at the beginning of each item, excluding persons requested by the Task Force to make presentations, except that public speakers using interpretation assistance will be allowed to testify for twice the amount of the public testimony time limit. If simultaneous interpretation services are used, speakers will be governed by the public testimony time limit applied to speakers not requesting interpretation assistance.

Each member of the public who is unable to attend the public meeting or hearing may submit to the City, by the time the hearing begins, written comments regarding the agenda items. These comments will be made a part of the official public record. Written communications should be submitted to the SOTF at: 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco CA 94102.

AGENDA PACKET: Available for review in the Office of the Clerk of the Board, City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244, or on the internet at: <http://www.sfbos.org/sunshine>.

AUDIO RECORDINGS: Audio recordings of the meeting of the Sunshine Ordinance Task Force are available at: <http://www.sfbos.org/sunshine>.

LANGUAGE INTERPRETERS: Requests must be received at least 48 hours in advance of the meeting to help ensure availability. Contact Wilson Ng at (415) 554-7725.

Paunawa: Ang mga kahilingan ay kailangang matanggap sa loob ng 48 oras bago mag miting upang matiyak na matutugunan ang mga hiling. Mangyaring tumawag ka sa (415) 554-5184.

翻譯 必須在會議前最少四十八小時提出要求
請電 (415) 554-7719

Disability Access

The hearing rooms in City Hall are wheelchair accessible. Assistive listening devices for the hearing rooms are available upon request with the SOTF Clerk. The nearest accessible BART station is Civic Center (Market/Grove/Hyde Streets). Accessible MUNI Metro lines are the F, J, K, L, M, N, T (exit at Civic Center or Van Ness Stations). MUNI bus lines also serving the area are the 5, 5R, 6, 7, 7R, 7X, 9, 9R, 19, 21, 47, and 49. For more information about MUNI accessible services, call (415) 701-4485. There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex. Accessible curbside parking is available on Dr. Carlton B. Goodlett Place and Grove Street.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact the SOTF Clerk at (415) 554-7724 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City accommodate these individuals.

Know Your Rights Under the Sunshine Ordinance

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

For more information on your rights under the Sunshine Ordinance (San Francisco Administrative Code, Chapter 67) or to report a violation of the ordinance, contact: Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102; phone (415) 554-7724; fax (415) 554-5163; or email sotf@sfgov.org.

Citizens may obtain a free copy of the Sunshine Ordinance by printing the San Francisco Administrative Code, Chapter 67 on the Internet at <http://www.sfbos.org/sunshine>.

Cell Phones, Pagers and Similar Sound-Producing Electronic Devices

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices (Chapter 67A of the San Francisco Administrative Code).

Ethics Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code, Section 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; telephone (415) 581-3100; fax (415) 252-3112; web site www.sfgov.org/ethics

Under Campaign and Governmental Conduct Code, Section 1.127, no person or entity with a financial interest in a land use matter pending before the Board of Appeals, Board of Supervisors, Building Inspection Commission, Commission on Community Investment and Infrastructure, Historic Preservation Commission, Planning Commission, Port Commission, or the Treasure Island Development Authority Board of Directors, may make a campaign contribution to a member of the Board of Supervisors, the Mayor, the City Attorney, or a candidate for any of those offices, from the date the land use matter commenced until 12 months after the board or commission has made a final decision, or any appeal to another City agency from that decision has been resolved. For more information about this restriction, visit sfethics.org.

###