



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	Joe Sangirardi
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> Michael Adams, Mayor's designee		

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

**Wednesday, March 4,
2026**

**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/59wa4dxz>

Password: sunshine

Telephone Call-in:

[1 \(415\) 655-0001 / Meeting ID: 2664 753 5612 ##](tel:14156550001)

(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. **Welcome New Task Force Member and Introductory Remarks** (*Discussion only*)
3. **Approval of the February 4, 2026 Sunshine Ordinance Task Force Regular meeting minutes.** (*Discussion and Action*) ([*attachments*](#))
4. **Approval of Orders of Determination** (*Discussion and Action*) ([*attachments*](#))
 - **File No. 25075** Jared Stratton v. San Francisco Police Department
 - **File Nos. 25082-1 and 25085-2** Michael J. Turon v. San Francisco Planning Department, Chan Son and Hugo Cabrera
 - **File No. 25100** Concerned San Francisco Residents v. Department of Public Health
 - **File No. 25128** Mark LaCroix against San Francisco Fire Commission
 - **File No. 25130** Patrick Monette-Shaw against Commission Streamlining Task Force, Ed Harrington, Sophia Kittler, and DCA Jon Givner
 - **File No. 25133** Michael Petrelis against Office of the Mayor
5. **Hearing on Proposed Amendments to the Sunshine Ordinance Task Force By-Laws:** Review and discuss amendments proposed by the Complaint Committee and any other amendments proposed by SOTF Members to reduce the length of SOTF meetings. (*Discussion Only*) ([*attachments*](#))
6. **Commission Streamlining Task Force Update:** Review recommendations from the Commission Streamlining Task Force (CSTF) and its staff which may affect the Sunshine Ordinance Task Force (SOTF), and potentially take action to communicate suggestions or concerns from the SOTF to the Board of Supervisors. (*Discussion and Action*) ([*attachments*](#))
7. **Chair and Committee Reports:** Opportunity for the Chair and Committee Chairs to update the entire Sunshine Ordinance Task Force on their recent activities. (*Discussion only*)

8. **Administrator's Report.** *(Discussion and Action)* ([attachment](#))
- 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.)**

9. **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 10 through 14

The Sunshine Ordinance Task Force shall review **File Nos. 25087, 25134, 26011, 26016 and 26017** 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 March 4, 2026* 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)*

10. **File No. 25087:** Complaint filed by Anonymous (GRA) against Mayor's Office of Housing and Community Development 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. *(attachment)*

(On 1/27/2026, the Education, Outreach, and Training Committee found that the Task Force has jurisdiction, that the requested records are public, and referred the matter to the SOTF's Consent Agenda with a recommendation to find a violation of Administrative Code (Sunshine Ordinance), Section(s) 67.21(a), by failing to permit the inspection of public records during normal hours of operation, Section(s) 67.21(b), by failing to produce public records within ten days, and Section 67.21(c), by failing to assist a requestor in identifying public records, and referred the matter to a committee for compliance. Respondent is ordered to provide records within five (5) business days on a timeline of a rolling list, with all to be delivered in 20 business days.)

11. **File No. 25134:** Complaint filed by Minh Cantarutti against Homeless and Supportive Housing 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. *(attachment)*
(On 1/27/2026, the Education, Outreach, and Training Committee found that the Task Force has jurisdiction, that the requested records are public, and forwarded the matter to the SOTF's Consent Agenda with a recommendation to find a violation Administrative Code (Sunshine Ordinance), Section(s) 67.21, by failing to respond to a public records request in a timely and/or complete manner; Section(s) 67.26, by failing to keep withholdings to a minimum, and Section(s) 67.27, by failing to provide written justification of withholdings.)

12. **File No. 26011:** Complaint filed by HVSafe against the 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 and 67.25, by failing to respond to an immediate disclosure request in a timely and/or complete manner. *(attachment)*
(On 2/17/2026, the Complaint Committee found that that the Task Force has jurisdiction, that the requested records are public, and referred the matter to the SOTF's Consent Agenda with a recommendation to find that the SFMTA violated Administrative Code (Sunshine Ordinance), Section(s) 67.21(b). The Committee found that the SFMTA did respond to the Immediate Disclosure Request but not in a complete manner and therefore found no violation of Section 67.25.)

13. **File No. 26016:** Complaint filed by Paul Kniha against the 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. *(attachment)*
(On 2/17/2026, the Complaint Committee found that the Task Force has jurisdiction, that the requested records are public, and forwarded the matter to the SOTF's Consent Agenda with a recommendation to find no violation since the records requested are exempt under CA Government Code Section 7927.700.)

14. **File No. 26017:** Complaint filed by Michael Petrelis against the Office of the Mayor for allegedly violating Administrative Code (Sunshine Ordinance), Section(s) 67.29-5, by failing to respond to a request for Proposition G calendar in a complete manner. *(attachment)*

(On 2/17/2026, the Complaint Committee found that the Task Force has jurisdiction, that the requested records are public, and forwarded the matter to the SOTF's Consent Agenda with a recommendation to find no violation. The Committee found that the Mayor's Office did not violate the Prop G rules in listing that the Castro theater stakeholders were at a meeting rather than listing each individual because Section 67.29-5 requires that calendar entries identify the individuals present and organization represented at a meeting or event only if the meeting has 10 or fewer attendees. The Committee also found that the Mayor's Office satisfied the law by acting in good faith by providing the full list of attendees as required by Section 67.29-5(e).)

REQUEST FOR RECONSIDERATION – Item 15

15. **File No. 25130:** Complaint filed by Patrick Monette-Shaw against the Commission Streamlining Task Force, Ed Harrington, Sophia Kittler and Deputy City Attorney Jon Givner for allegedly violating Administrative Code (Sunshine Ordinance), Section(s) 67.7, by failing to post an agenda at least 72 hours before a regular meeting containing a meaningful description of each item of business to be transacted or discussed at the meeting. *(attachment)*

(On 1/20/2026, the Complaint Committee found that this is a public meeting under the Task Force's jurisdiction and forwarded the matter to the full Task Force for consideration.

On 2/4/2026, the Task Force found that the Commission Streamlining Task Force violated Administrative Code (Sunshine Ordinance), Section 67.6(f), and California Government Code (Brown Act) Section 54956(a), by failing to adequately describe possible actions for an item on the agenda and for taking action on that item at the same meeting.

On 2/20/2026, Patrick Monette-Shaw submitted a timely Request for Reconsideration.)

- a. Shall the Sunshine Ordinance Task Force grant the request for reconsideration under Section E of its Complaint Procedures? *(Discussion and Action)*

COMPLAINT HEARING AGENDA – Items 16 through 19

16. **File No. 25028:** Complaint filed Anmarie against the Fine Arts Museums of San Francisco for allegedly violating Administrative Code (Sunshine Ordinance), Section(s) 67.5 by failing to hold open meetings, 67.7 by failing to post an agenda, 67.15 by failing to allow public testimony, and 67.16 by failing to record and post minutes of regular and special meetings of the board or commission. (*attachment*)

(On 5/20/2025, the Complaint Committee referred the matter to the full Task Force for consideration of whether there is a violation of Administrative Code (Sunshine Ordinance), Section 67.21 for failing to produce public records.

On 7/2/2025, the Task Force continued the matter to the call of the Chair.

On 8/6/2025, the Task Force found that the Fine Arts Museums of San Francisco (FAMSF) violated Administrative Code (Sunshine Ordinance) Section 67.21. by failing and refusing to seek and produce the requested documents and ordered that they do so. In addition, the Task Force found that the attendance by a majority the FAMSF trustees at meetings of the Corporation of the Fine Arts Museums of San Francisco implicates Section 67.3(b) and thus those are public meetings and the meetings proffered by Petitioner were done in violation of Section 67.5 by failing to hold open and public meetings, Section 67.7 by failing to post an agenda with a meaningful description of each item to be transacted or discussed at the meeting, Section 67.15 by failing to provide an opportunity for members of the public to directly address a policy body on items of interest to the public that are within the policy body's subject matter jurisdiction, and Section 67.16 by failing to record the minutes for each regular and special meeting of the board or commission. The matter was referred to a Committee for compliance and follow up.

On 9/3/2025, the Task Force approved the Order of Determination as amended.

On 10/15/2025, the Task Force continued the matter for compliance to the call of the Chair.

On 11/25/2025, the Education, Outreach, and Training Committee meeting was cancelled due to the lack of a quorum.

On 12/30/2026, the Compliance and Amendments Committee referred the matter to the full Task Force, noting that no changes in the production of records have occurred since the Order of Determination.)

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

17. **File No. 25033:** Joudere Gaines against the 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. (*attachment*)

(On 9/23/2025, the Education, Outreach, and Training Committee continued and forwarded the matter to the Complaint Committee and asked that the San Francisco Municipal Transportation Agency provide a point-by-point response to each of the requested listed in NR-24-6646 located on pages 3-8 of the meeting packet.

On 11/18/2025, 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 with no recommendation.

On 12/3/2025, the Task Force closed the matter per SOTF Complaint Procedure C(7)(b).

On 12/4/2025, Petitioner submitted a timely request to reopen the file under Section C(7)(b.)

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

18. **File No. 26002:** Complaint filed by Charles Denny against San Francisco Police 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, 67.26, by failing to keep withholdings to a minimum, and 67.27, by failing to provide written justification of withholdings. (*attachment*)

(On 1/20/2026, 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. The Committee made no recommendations but noted that the Task Force should consider its determinations, among other possible violations, Administrative Code (Sunshine Ordinance), Section(s) 67.21(c), by failing to assist a requestor in identifying public records, and Section(s) 67.22(a), by failing to provide information to the public about its operations.)

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

19. **File No. 26015:** Complaint filed by Jason Gibbs against the San Francisco Library Commission for allegedly violating Administrative Code (Sunshine Ordinance), Section(s) 67.15, by failing to allow public comment for up to three minutes. (*attachment*)

(On 2/17/2026, the Complaint Committee found that the Task Force has jurisdiction and forwarded the matter to the full Task Force for consideration, with no recommendation.)

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

20. **Hearing on Sunshine Ordinance Amendments:** Discussion and potential action regarding proposed amendments to the Sunshine Ordinance. (*Discussion and Action*) ([*attachments*](#))
21. **2025 Annual Report of the Sunshine Ordinance Task Force:** Review and approve the 2025 Annual Report. (*Discussion and Action*) ([*attachments*](#))

Members of the public can view these documents online (no password or identification required) or review the printed versions in the agenda packet. Public comments on these documents can be sent directly to lstein.sotf@gmail.com or made during public comment on this agenda item.

2025 Annual Report Links:

[Annual Report 2025 Documents Folder \(Main Folder\)](#)

All files can be found in this folder.

[Draft 2025 Annual Report Proposal](#)

[Draft 2025 Annual Report](#)

Data Utilized:

[Survey Form](#)

[Sunshine Ordinance Survey Responses Raw Data](#)

[Sunshine Ordinance Survey Responses Cleaned for Analysis](#)

[Complaint Resolution Data](#)

[NextRequest Report](#)

22. **Announcements, Comments, Questions, and Future Agenda Items by Members of the Sunshine Ordinance Task Force.** (*Discussion and Action*)
(*Note: Public Comment on this item is limited to subject matters presented by members of the SOTF.*)
23. **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;
- 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

1. Complainant presents his/her facts and evidence 5 minutes
Other parties of Complainant present facts and evidence Up to 3 minutes each
2. City responds 5 minutes
Other parties of City respond Up to 3 minutes each
Above total speaking times for Complainant and City to be the same.
3. Matter is with the Task Force for discussion and questions.
4. Respondent and Complainant presents clarification/rebuttal 3 minutes
5. Matter is with the Task Force for motion and deliberation.
6. Public comment (Excluding Complainant & City response, witnesses) Up to 3 minutes each
7. Vote by Task Force (Public comment at discretion of chair on new motion and/or on new motion if vote fails.)

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: Language services are available in Spanish, Chinese and Filipino for requests made at least two (2) business days in advance of the meeting, to help ensure availability. For more information or to request services, contact (415) 554-5184.

傳譯服務: 所有常規及特別市參事會會議和常務委員會會議將提供西班牙文, 中文以及菲律賓文的傳譯服務, 但必須在會議前最少兩 (2) 個工作日作出請求, 以確保能獲取到傳譯服務. 將因應請求提供交替傳譯服務, 以便公眾向有關政府機構發表意見. 如需更多資訊或請求有關服務, 請發電郵至 bos@sfgov.org 或致電 (415) 554-5184 聯絡我們.

INTÉRPRETES DE IDIOMAS: Para asegurar la disponibilidad de los servicios de interpretación en chino, filipino y español, presente su petición por lo menos con dos (2) días hábiles de antelación previo a la reunión. Para más información o para solicitar los servicios, envíe su mensaje a bos@sfgov.org o llame al (415) 554-5184.

TAGA SALIN-WIKA: Ipaabot sa amin ang mga kahilingan sa pag salin-wika sa Kastila, Tsino at Pilipino ng hindi bababa sa dalawang araw bago ang pulong. Makakatulong ito upang tiyakin na ang mga serbisyo ay nakalaan at nakahanda. Para sa dagdag kaalaman o para humiling ng serbisyo, maki pagugnayan po sa bos@sfgov.org o tumawag sa (415) 554-5184.

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 two business days 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.

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