



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 Minutes

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	(non-voting) Clerk of the Board of Supervisors or their designee		
Ex-officio	(non-voting) Jack Livingston		

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

Wednesday, July 2, 2025

5:30 p.m.
Regular Meeting

City Hall, Room 408

1. CALL TO ORDER, ROLL CALL, AND AGENDA CHANGES (00:01:03)

Chair Yankee called the meeting to order at 4:04 p.m. On the call of the roll Chair Yankee, Members Schmidt, LaHood, Sugarman, Kumar, Hyland, and Pilpel were noted present. Members Anderson, Wolfe, and Vice-Chair Stein were noted absent. There was a quorum. Ex-officio Member Livingston and Task Force Administrator Pat Petersen were present. Deputy City Attorney Mary Kamikihara was present.

The members discussed changes to the Agenda.

Action: Moved by Member LaHood, seconded by Member Hyland, to continue Item 13 (File 25028) to the call of the Chair.

Public Comment: None

The motion **PASSED** by the following vote:

Ayes: 7 - Schmidt, LaHood, Sugarman, Kumar, Hyland, Pilpel, Yankee

Noes: 0 - None

Absent: 3 – Anderson, Wolfe, Stein

The order in which the evening's matters were heard deviated from the Agenda. To assist with understanding the vote taken on each matter, please note that the following changes in attendance occurred:

- Member Hyland was noted absent at 7:13 p.m.
- Member Sugarman was noted absent at 9:36 p.m.

2. **Approval of the June 4, 2025, Sunshine Ordinance Task Force meeting minutes.**
(00:13:22)

The members discussed edits to the minutes.

Action: Moved by Chair Yankee, seconded by Member Pilpel, to approve the June 4, 2025 minutes.

Public Comment: None

The motion **PASSED** by the following vote:

Ayes: 7 – Yankee, Pilpel, Schmidt, LaHood, Sugarman, Kumar, Hyland

Noes: 0 - None

Absent: 3 – Anderson, Wolfe, Stein

3. **Approval of Orders of Determination** (00:16:58)

Member LaHood disclosed that had she been present at the hearing on File 25029 she would have recused herself due to an employer/employee relationship with the petitioner.

- **File No. 23092** Zach Karnazes v. Mayor's Office on Disability
- **File No. 24022:** Paul Kniha v SFMTA (24-1943)
- **File No. 24030** Paul Kniha v. SFMTA (24-2590)
- **File No. 24036** Paul Kniha v. SFMTA (24-3297)
- **File No. 24060** Lou Barberini v. Police Commissioner Jesus Yanez
- **File No. 24064** Matt Joseph v. CCSF Department of Building Inspection
- **File No. 25029** Madison Alvarado v. San Francisco Police Department

Action: Moved by Member LaHood, seconded by Member Sugarman, to approve the Orders of Determination.

Public Comment: None

The motion **PASSED** by the following vote:

Ayes: 7 – LaHood, Sugarman, Schmidt, Kumar, Hyland, Pilpel, Yankee

Noes: 0 - None

Absent: 3 – Anderson, Wolfe, Stein

4. **Report on Ethics Commission Show Cause Hearing (00:26:13)**

The members discussed the show cause hearing at the Ethics Commission regarding Matthew Lotocki versus San Francisco Police Department, File 24021. Members Pilpel and Schmidt were present remotely and stated that the Ethics Commission discussed the definition of willful, considered whether it should be a willful violation, and whether they were to enforce the order before tabling the matter. The members further discussed attending the next Ethics Commission hearing and possible responses of the Task Force.

Public Comment: None

No action taken.

5. **Hearing on Amendments to Ethics Commission Enforcement Regulations (00:41:51, 04:55:44)**

The members discussed whether to take action to provide feedback on the Ethics Commission's proposed amendments to their Enforcement Regulations, the need for a definition of willful violation, the extent of the Ethics Commission's enforcement power, and the Task Force's opportunity to respond by bolstering the Sunshine Ordinance through amendments or writ. The members further noted that the Ethics Commission had declined an invitation to attend this evening's Task Force meeting.

Action: Moved by Member Pilpel, seconded by Member Wolfe, to authorize a communication to the Ethics Commission regarding their enforcement regulations and that Chair Yankee, Member Pilpel and Member Schmidt are designated to communicate directly with the Ethics Commission and its staff members.

Public Comment: None

The motion **PASSED** by the following vote:

Ayes: 7 – Pilpel, Wolfe, Schmidt, LaHood, Sugarman, Kumar, Yankee

Noes: 0 – None

Absent: 3 – Anderson, Hyland, Stein

Member Sugarman was noted absent at 9:36 p.m.

6. Administrator's Report (05:28:38)

The Task Force members discussed the staffing and agenda at the 7/22/2025 Education, Outreach and Training Committee.

SOTF Administrator Petersen presented the report which was discussed by the Members, and provided an update on the draft letter from the Task Force to the Board of Supervisors that was under review. Ms. Petersen was instructed to follow up with the City Attorney for the annual Supervisor of Records report.

Public Comment: None.

No action taken.

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. (01:02:49)

@DisabilityActivismSF stated that the Task Force had factually incorrect information regarding File No. 24004 in its ruling that the public has no right to public comment at Mayor's Disability Council meetings, and did not discuss matters of the Brown Act related to this complaint.

CONSENT AGENDA – Items 8 through 9 (01:20:48)**8. File No. 25021:** Complaint filed by Stacy Smith against the San Francisco Public Library, San Francisco Police Department, and 911 Communications 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.

(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 Task Force Consent Agenda with a finding of no violation by the San Francisco Public Library, and a finding that the San Francisco Police Department violated Administrative Code (Sunshine Ordinance) Section 67.21 by failing to respond to a public records request received in December 2024 and responded to in April 2025. The Committee finds no violation by 911 Communications/DEM and further recommends that Petitioner follow up with the Police Department and DEM regarding records requests.)

9. **File No. 25041:** Complaint filed by Anmarie against Paria Dea and the Fine Arts Museums of San Francisco for allegedly violating Administrative Code (Sunshine Ordinance), Section(s) 67.5, for failing to hold open and public meetings, 67.10(b) for meeting in closed session on a non-permitted topic, and 67.11 for failing to state the statutory authority for the closed session.

(On 6/17/2025, the Complaint Committee voted to place File 25041 on the Task Force Consent Calendar by stipulation of the parties that the Task Force consider finding that Respondents violated Administrative Code (Sunshine Ordinance), Section(s) 67.5 for failure to hold open and public meetings, 67.10(b) for meeting in closed session on a non-permitted topic, and 67.11 for failing to state the statutory authority for the closed session.)

Action: Moved by Member Pilpel, seconded by Member Schmidt, to approve the Consent Agenda.

Public Comment: None

The action **PASSED** by the following vote:

Ayes: 8 – Pilpel, Schmidt, LaHood, Sugarman, Kumar, Hyland, Wolfe, Yankee

Noes: 0 – None

Absent: 2 – Anderson, Stein

Member Wolfe was noted present at 5:29 p.m.

COMPLAINT HEARING AGENDA – Items 10 through 15

10. **File No. 24004:** Complaint filed by Zach Karnazes against the Mayor's Office on Disability for allegedly violating Administrative Code (Sunshine Ordinance), Section(s) 67.7(b) for failing to provide a description that is sufficiently clear and specific to alert a person of average intelligence and education whose interests are affected by the item that he or she may have reason to attend the meeting or seek more information on that item. (01:27:48)

(On 6/17/2025, the Complaint Committee found that these are public meetings under the jurisdiction of the Task Force and referred the matter to the full Task Force for consideration of a violation of Administrative Code (Sunshine Ordinance) Section 67.7 for failing to provide adequate description on the meeting calendar or 67.4 related to a failure to provide notice passive meetings, and request that Respondent provide a link to where the meetings are located prior to the Task Force Meeting.)

Zach Karnazes, @DisabilityActivismSF (Petitioner) stated that he's appearing on behalf of disabled persons so that they can participate in society and to inform City bodies of access violations. Mr. Karnazes further noted his dissatisfaction with the recent finding of the Task Force that this is a passive body, which negates the complaints that have been brought before the Task Force. Mr. Karnazes reiterated that he is awaiting a formal decision of the Task Force to understand whether the next course of action is conducted by the courts.

Debby Kaplan (Office on Disability and Accessibility) (Respondent) stated that all gatherings of passive bodies shall be accessible to individuals upon inquiry and consistent with the facilities in which they occur and which such gatherings need not be formally noticed on the City's website, and they shall be disclosed upon inquiry by a member of the public. Ms. Kaplan further noted the challenges experienced with website migration for the department.

Action: Moved by Member Pilpel, seconded by Chair Yankee, to find no violation of the Sunshine Ordinance, and that the Task Force encourages the Office on Disability and Accessibility to clarify in its meeting notices and agendas opportunities for public comment and ways to engage with the Mayor's Disability Council and ensure that the notices are posted where there are easy to find and accessible.

Public Comment: None

The action **PASSED** by the following vote:

Ayes: 7 – Pilpel, Yankee, Schmidt, LaHood, Sugarman, Hyland, Wolfe

Noes: 1 – Kumar

Absent: 2 – Anderson, Stein

The Task Force was in recess from 6:41 until 6:52 p.m., at which time Member Kumar was noted absent.

Member Kumar was noted present at 7:01 p.m.

11. **File No. 23020:** Complaint filed by Paul Kniha against the San Francisco Municipal Transportation Agency 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.

See Item No. 12 (File No. 23036) for action.

12. **File No. 23036:** Complaint filed by Paul Khina against the San Francisco Municipal Transportation Agency for allegedly violating Administrative Code (Sunshine Ordinance), Section(s) 67.21 by failing to respond to a request for records in a timely and/or complete manner. (Items 11 and 12 were called together at 01:05:50)

(On 3/6/2024, File Nos. 23020 and 23036 were called and heard together. The Task Force found a violation of 67.27 by withholding records without justification and referred the matter to the Compliance and Amendments Committee if Mr. Kniha informs the Task Force Administrator within five business days that he has not received the records.

On 10/31/2024, Mr. Kniha notified the Task Force that 5 business days had passed, and he had not received any documents from the SFMTA.

On 4/22/2025, File Nos. 23020 and 23036 were called and heard together by the Compliance and Amendments Committee, who referred the matters to the full Task Force saying that Respondent had not produced the records or appeared before the Compliance and Amendments Committee.)

Paul Kniha (Petitioner) provided advance notice that he would not be present.

Caroline Celaya (Respondent) was not present.

Action: Moved by Chair Yankee, seconded by Member Pilpel, to close File No. 23020 and File No. 23036 for non-attendance by Petitioner. The Administrator is to notify Petitioner and Respondent that the cases have been closed.

Public Comment: @DisabilityActivismSF acknowledged the good work of the Task Force and stated that having more information on the website regarding, for example, the five-day notification requirement for requesting a continuance, would be helpful.

The action **PASSED** by the following vote:

Ayes: 7 – Yankee, Pilpel, Schmidt, LaHood, Sugarman, Kumar, Hyland

Noes: 0 – None

Absent: 3 – Anderson, Wolfe, Stein

13. **File No. 25028:** Complaint filed Anmarie against the Fine Arts Museums of San Francisco for allegedly violating Administrative Code (Sunshine Ordinance), Section(s) 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.

(On May 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.)

See Action taken under Item 1.

14. **File No. 25034:** Complaint filed by Joe Fitzgerald Rodriguez against the Office of the Mayor 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. (02:47:33)

(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 to consider 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.)

Joe Fitzgerald Rodriguez (Petitioner) stated that he has received the documents he requested and asked that in the future the Mayor's Office honor the requirement to produce records in response to an immediate disclosure request on a rolling basis.

Dexter Darmali (Office of the Mayor) (Respondent) stated that Petitioner's request could not be treated as an immediate disclosure request because the request for an IT search for exact copies of all records, and a server search of trashed, deleted, archived items in their original electronic format with the metadata associated with each responsive record, and the preservation of content including hyperlinks and URLs, is not routine or simple. Mr. Darmali further stated that the documents have been produced, and the request is closed.

A question-and-answer period occurred.

The parties provided rebuttals.

Action: Moved by Chair Yankee, seconded by Member Sugarman, to find the Office of the Mayor violated Administrative Code (Sunshine Ordinance) Section(s) 67.21(b) for failing to respond to a public records request in a timely and/or complete manner, and 67.25(d) for failing to produce responsive records on an incremental or rolling basis.

Public Comment: None

The action **PASSED** by the following vote:

Ayes: 7 – Yankee, Sugarman, Schmidt, LaHood, Kumar, Pilpel, Wolfe

Noes: 0 – None

Absent: 3 – Anderson, Hyland, Stein

The Task Force was in recess from 8:13 until 8:19 p.m.

15. **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. (04:15:20)

(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 if a violation of Administrative Code (Sunshine Ordinance) Sec. 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.)

Member Pilpel noted that there were several references in the supporting documents to Brett Gladstone and disclosed that he had worked on projects with him.

Eric Roussel (Petitioner) stated that all of the records that he requested on April 16 have not been produced. Mr. Roussel further stated that some of the records that were produced have had the Cc and subject lines redacted.

The San Francisco Planning Department (Respondent) was not present.

A question-and-answer period occurred.

The Task Force members discussed whether Petitioner had had the opportunity to review a 500+ page production from Respondent sent 6/30/2025 and offered a continuance.

Action: Moved by Member Schmidt, seconded by Member Wolfe, to find that the San Francisco Planning Department violated Administrative Code (Sunshine Ordinance), Section 67.21(b) for failure to respond to a public records request in a timely and/or complete manner, and ordered the production of all identifiable documents requested that have not been produced, be produced per the ordinance, and further that the Respondent has failed to have an authorized representative in attendance in violation of 67.21(e), and to refer the matter to a committee for follow-up.

Public Comment: None

The action **PASSED** by the following vote:

Ayes: 7 – Schmidt, Wolfe, LaHood, Sugarman, Kumar, Pilpel, Yankee

Noes: 0 – None

Absent: 3 - Anderson, Hyland, Stein

16. **Hearing on Board of Supervisors File No. 250630 and City Reporting Requirements:** Discuss and consider taking action to provide feedback on a proposed ordinance amending the Administrative, Environment, Health, Labor and Employment, Park, Planning, Police, Public Works, Subdivision, Transportation, and Building Inspection Commission Codes to modify various reporting requirements. (05:48:39)

The members discussed the negative impact of the elimination of reporting requirements, how File No. 250630 applies to the Sunshine Ordinance, and whether the disclosure of the underlying data will result in an increase in complaints before the Sunshine Ordinance Task Force.

Action: Moved by Member Wolfe, seconded by Member LaHood, to authorize a letter as proposed in Item 16.

Public Comment: None.

The action **PASSED** by the following vote:

Ayes: 6 – Wolfe, LaHood, Schmidt, Kumar, Pilpel, Yankee

Noes: 0 – None

Absent: 4 – Sugarman, Anderson, Hyland, Stein

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. (05:59:25)

Member LaHood provide an update of the work at the Compliance and Amendments Committee, the unavailability of additional meetings to continue the Committee's review of the Ordinance, and a resulting shift to having the Task Force members review and annotate the working draft and submit them to her for consolidation

Public Comment: None

No action taken.

18. **Announcements, Comments, Questions, and Future Agenda Items by Members of the Complaint Committee.** (06:10:24)

Public Comment: None

No action taken.

19. **ADJOURNMENT** (06:11:18)

There being no further business the meeting was adjourned at 10:16 p.m.

APPROVED: _____

Complaint Committee

Sunshine Ordinance Task Force

N.B. the Minutes of this meeting set forth all actions taken by the Sunshine Ordinance Task Force on the matters stated, but not necessarily in the chronological sequence in which the matters were taken up.

#####

DRAFT