



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) Mayor's Designee		

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

**Wednesday, August 6,
2025**

**4:00 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, Vice-Chair Stein and Members Anderson, Hyland, Wolfe were noted present. Members LaHood and Kumar were noted absent. A quorum was present. Ex-officio Member Livingston was absent. Task Force Administrator Pat Petersen was present. Deputy City Attorney Jose Zelidon was present.

Public comment: On 8/8/2025, Sullivan submitted the following written public comment per Administrative Code (Sunshine Ordinance) Section 67.16:

Consent Agenda, on File 25048, my submitted initial request is not in the file.

I have always argued that SOTF complaints should be publicly available online from the start and throughout the process. This way, corrections and document inclusions can be made before a SOTF hearing. The records are public anyway with no exemptions that would keep them not made public. More productive hearings.

Action: Moved by Chair Yankee, seconded by Member Schmidt, to continue Item 11, File No. 25048, to the Consent Agenda in September with the inclusion of the material sent by Mr. Sullivan.

Public Comment: Peter Warfield, Executive Director, Library Users Association, libraryusers2004@yahoo.com, P.O. Box 170544, San Francisco, CA 94117-0544, asked why the meeting is being continued.

Mr. Sullivan stated that his initial request was sent 7/23/2024, and that the materials do not change the outcome.

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

Ayes: 8 – Yankee, Schmidt, Sugarman, Anderson, Hyland, Pilpel, Wolfe, Stein

Noes: 0 - None

Absent: 2 – LaHood, Kumar

2. **Approval of the July 2, 2025, Sunshine Ordinance Task Force meeting minutes.**
(00:17:39)

Member LaHood was noted present at 4:27 p.m.

The members discussed edits to the minutes.

Action: Moved by Member Pilpel, seconded by Member Anderson, to approve the July 2, 2025 minutes as amended.

Public Comment: Peter Warfield, Executive Director, Library Users Association, libraryusers2004@yahoo.com, P.O. Box 170544, San Francisco, CA 94117-0544, stated that the agenda does not describe what the issues were for the Orders of Determination, what was requested, what was alleged, what the response was or why, is there an approval of an order of determination which we don't even know whether it agrees with the complaint or not, and likewise with the other cases. The minutes should be clear about what is going on.

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

Ayes: 9 – Pilpel, Anderson, Schmidt, LaHood, Sugarman, Hyland, Wolfe, Stein, Yankee

Noes: 0 - None

Absent: 1 - Kumar

3. **Approval of Orders of Determination (00:28:02)**

The members discussed edits to the Orders of Determination.

Action: Moved by Member Pilpel, seconded by Vice-Chair Stein, to approve the Orders of Determination as amended.

Public Comment: Peter Warfield, Executive Director, Library Users Association, libraryusers2004@yahoo.com, P.O. Box 170544, San Francisco, CA 94117-0544, stated that the agenda does not have enough information for the public to understand what the issue is or whether the Task Force approved or disapproved on the complaint.

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

Ayes: 9 – Pilpel, Stein, Anderson, Schmidt, LaHood, Sugarman, Hyland, Wolfe, Yankee

Noes: 0 - None

Absent: 1 - Kumar

4. **Report on July 11, 2025 Ethics Commission Meeting (00:34:25)**

The members discussed opportunities to communicate directly with the Commissioners at the Ethics Commission to advance matters referred to by the Sunshine Ordinance Task Force, and whether to approach the Board of Supervisors to seek additional powers.

Public Comment: Mr. Sullivan stated that he is glad that the Task Force is pushing back at the Ethics Commission's role re [Section] 67.35(d).

On 8/8/2025, Sullivan submitted the following written public comment per Administrative Code (Sunshine Ordinance) Section 67.16:

Sec 4.102 Commissions Power Duties 8. "Exercise other duties prescribed by BOS;" BOS passed Ordinance, voters amended Ethics Commission required to exercise other duties prescribed by the Board of Supervisors anywhere in the administrative code. Ethics Commission holding that Charter provisions are their only duties and not Sec. 67.35 (d), logic, consistency have no duty to follow any provision of the Ordinance including duties meetings records not in charter. Not the case. Ethics By-laws "Commission shall comply all applicable laws"

letter, "67.35 (d) as it relates to the Ethics Commission's role in enforcing non-willful violations of the Sunshine". 67.35(d) states at the end "if enforcement action is not taken by a City or State official 40 days after a complaint is filed." Establishes ignoring and "willful" deadline. Part purpose of 67.35(d).

Sec. 67.31 additional paths: **AC 3.100, AC 3.100 3**

willful violation “SOTF notify the district attorney or general”.

5. **Proposed Amendments to SOTF’s By-Laws (04:56:44)**

The members discussed multiple topics, including notifications to the Chair and/or Pat about attendance changes, and clarifying references to and the use of certain phrases, including “regular meeting of the Task Force” instead of “regular entire task force meetings,” “acting on behalf of the chair” instead of “acting in the absence of the chair,” and “attendance record” instead of “lack of attendance.”

Public Comment: None

No action taken.

6. **Administrator’s Report (05:03:43)**

Vice-Chair Stein stated she would not be present at the October 2025 Complaint Committee meeting.

Member Pilpel noted that the Education, Outreach, and Training Committee fell on Rosh Hashanah and requested that the meeting be moved to 9/30/2025.

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. (01:21:37)

Public Comment: Mr. Sullivan stated that the Sunshine Ordinance requires that custodians assist requesters, but this rarely happens and is even more rarely required or enforced by the Task Force. the “Initial Request” should say “Initial Records Request” and “Initial Records Response.” Mr. Sullivan further stated that consistency is needed regarding whether screenshots are copies of records.

Peter Warfield, Executive Director, Library Users Association, libraryusers2004@yahoo.com, P.O. Box 170544, San Francisco, CA 94117-0544, stated his appreciation that his contact information is noted more than once. Mr. Warfield further stated that he does not know why some text in the agenda is small, and that minutes contain repetitive uninformative summaries.

8. **Closing Pending Complaint - File No. 23078 Brian Browne against Revenue Bond Oversight Committee (01:29:19)**

The Members discussed the administrative closure process and the justification for administrative closure of this matter.

Action: Moved by Member Pilpel, seconded by Member Hyland, to close the matter per Sunshine Ordinance Task Force Complaint Procedure Section C(9).

Public Comment: Peter Warfield, Executive Director, Library Users Association, libraryusers2004@yahoo.com, P.O. Box 170544, San Francisco, CA 94117-0544, stated that he found nothing in the “book” and that that is a procedural problem.

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

Ayes: Pilpel, Hyland, Schmidt, LaHood, Sugarman, Anderson, Wolfe, Stein, Yankee

Noes: 0 - None

Absent: 1 - Kumar

In recess 5:55 to 6:09

CONSENT AGENDA – Items 9 through 12 (01:44:13)

File No. 25052 was addressed in Item 1 and severed from the Consent Agenda.

9. **File No. 25046:** Complaint filed by Michael Petrelis against Supervisor Jackie Fielder for allegedly violating Administrative Code (Sunshine Ordinance), Section(s) 67.25 for failing to respond to an Immediate Disclosure Request in a timely and/or complete manner.
(On 7/22/2025, 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 Task Force Consent Agenda with a recommendation to find that Supervisor Fielder violated Administrative Code (Sunshine Ordinance) Section(s) 67.25(a) by failing to respond to an Immediate Disclosure Request in a timely and/or complete manner.)
10. **File No. 25047:** Complaint filed by Michael Petrelis against Supervisor Matt Dorsey for allegedly violating Administrative Code (Sunshine Ordinance), Section(s) 67.25 for failing to respond to an Immediate Disclosure Request in a timely and/or complete manner.
(On 7/22/2025, 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 Task Force Consent Agenda with a recommendation to find that Supervisor Matt Dorsey violated Administrative Code (Sunshine Ordinance) Section(s) 67.25(a) by failing to respond to an Immediate Disclosure Request in a timely and/or complete manner.)
11. **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.

(On 7/22/2025, the Education, Outreach, and Training Committee found that the Task Force has jurisdiction and referred the matter to the Task Force Consent Agenda with a recommendation of no violation by San Francisco Public Works.)

12. **File No. 25052:** Complaint filed by Michael Petrelis against the Human Rights Commission, for allegedly violating Administrative Code (Sunshine Ordinance), Section(s) Complaint filed by Michael Petrelis against the Human Rights Commission, 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.

(On 7/22/2025, 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 Task Force Consent Agenda with a recommendation to find that the Human Rights Commission violated Administrative Code (Sunshine Ordinance) Section(s) 67.25(a) for failing to respond to an Immediate Disclosure Request in a timely and/or complete manner.)

Action: Moved by Member Anderson, seconded by Member Hyland, to approve the Consent Agenda as amended.

Public Comment: None

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

Ayes: 9 - Anderson, Hyland, Schmidt, LaHood, Sugarman, Pilpel, Wolfe, Stein, Yankee

Noes: 0 - None

Absent: 1 - Kumar

The meeting was in recess from 5:55 p.m. to 6:09 p.m.

COMPLAINT HEARING AGENDA – Items 13 through 16

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. (02:05:48)

(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.

Anmarie Mabbutt (Petitioner) stated that she is asking for the minutes, agendas and records of public meetings that were attended by the FAMSF trustees, and having acted in that capacity during a COFAM meeting they should not be excused from public disclosure obligations.

Paria Dea (Respondent) notified the Task Force on 7/24/2025 that she would be unavailable to attend and requested a continuance; no response to the Administrator's request for permission was received from Petitioner.

A question-and-answer period occurred.

Anmarie Mabbutt provided a rebuttal.

The meeting was in recess from 6:58 pm until 7:01 pm.

Action: Moved by Member Schmidt, seconded by Member Pilpel, to find the Fine Arts Museums of San Francisco (FAMSF) in violation of Administrative Code (Sunshine Ordinance) Section 67.21. for failure and refusal to seek and produce the requested documents, and order that they do so. In addition, the Task Force finds 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 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 is referred to a Committee for compliance and follow up.

Public Comment: None

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

Ayes: 9 – Schmidt, Pilpel, LaHood, Sugarman, Anderson, Hyland, Wolfe, Stein, Yankee
Noes: 0 - None
Absent: 1 - Kumar

14. **File No. 25035:** 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. (03:24:44)

(On 7/22/2025, 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 full Task Force for hearing, and to warn the San Francisco Municipal Transportation Agency that not sending an authorized representative to the full hearing would be a violation of Administrative Code (Sunshine Ordinance) Section 67.21(e).)

Paul Kniha (Petitioner) stated that the SFMTA program operated on a cost recovery basis, so the agency is required to track all costs – staff, benefits, overhead, and non-labor – and compare that total against the total number of cases and the fees they provide. Mr. Kniha further stated that general funds are not to be used. Mr. Kniha stated that the request that he submitted is for the revenue that has been collected and a cost breakdown and costs for the same period.

Hank Willson, Parking Policy Manager (Respondent) reiterated that the SFMTA has requested that the Task Force consider the agency's responses to complaints in writing. Petitioner was released from his position at the SFMTA in February 2023 and submits similar records monthly. Mr. Willson further stated that the agency has produced all available records and does not track the completion of records as Mr. Kniha did when he was an employee. Mr. Willson stated that while Mr. Kniha was the manager of the program, the fees were lowered in response to objections from applicants to below the cost to recover, and it is accurate that the City is subsidizing the cost of the program.

A question-and-answer period occurred.

The parties provided rebuttals.

Action: Moved by Member Pilpel, seconded by Member Wolfe, to find that the San Francisco Municipal Transportation Agency (SFMTA) violated Administrative Code (Sunshine Ordinance) Section 67.21(b) by failing to comply to a request for inspection or copy of a public record within tendays following receipt of such request, and to request that the SFMTA provide the Fiscal Year 2024-2025 cost recovery calculation, the Fiscal Year 2024-2025 costs to date that are color curb specific even if it does cover costs, and performance metrics for Fiscal Year 2024-2025 for the color curb program in whatever form they exist, likely as an extract, and refer the matter to a Committee for compliance and follow up.

Public Comment: None

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

Ayes: 8 – Pilpel, Wolfe, Schmidt, LaHood, Sugarman, Anderson, Stein, Yankee

Noes: 1 - Hyland

Absent: 1 - Kumar

The meeting was in recess from 8:01 p.m. until 8:08 p.m. Member Hyland was noted present at 8:09 p.m.

15. **File No. 25036:** Complaint filed by Paul Kniha against Broderick Paulo and the San Francisco Municipal Transportation Agency and Broderick Paulo 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. (04:04:24)

(On 7/22/2025, 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 full Task Force for hearing, and to warn the San Francisco Municipal Transportation Agency that not sending an authorized representative to the full hearing would be a violation of Administrative Code (Sunshine Ordinance) Section 67.21(e).

The Committee further recommended that the Task Force Chair send a communication to Julie Kirschbaum, Department Head of the San Francisco Municipal Transportation Agency informing her of the need for the Agency to comply with Administrative Code (Sunshine Ordinance) Section 67.21(e) requiring an authorized representative of the custodian of the public records requested attend any hearing and explain the basis for its decision to withhold the records requested.)

Paul Kniha (Complainant) stated that this matter is regarding blue zones on Channel Street and how they originated from a project by Public Works. Mr. Kniha further stated that SFMTA provided timely internal communications re public works, but there were no documents provided regarding which project. Mr. Kniha further stated that it was suggested that a response to comments on a resolution, and there was an implication that the record exists. This document was not provided, which is why this complaint was submitted.

Hank Willson, Parking Policy Manager (Respondent) stated that the SFMTA has provided all documents in its possession, and reiterated the goal of being able to submit responses to Mr. Kniha's numerous complaints in writing.

A question-and-answer period occurred.

The parties provided rebuttals.

Member Wolfe was noted absent at 8:26 p.m.

Action: Moved by Member Hyland, seconded by Member Anderson, to find no violation.

Public Comment: None

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

Ayes: 8 – Hyland, Anderson, Schmidt, LaHood, Sugarman, Pilpel, Stein, Yankee

Noes: 0 - None

Absent: 2 – Kumar, Wolfe

Member Wolfe was noted present at 8:32 p.m.

16. **File No. 25054:** Complaint filed by HVSafe against Supervisor Bilal Mahmood 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. (04:28:55)

Mitch Reckers (Petitioner) stated that the records that were requested were directly tied to ongoing legislation that was moving through the Rules committee. Mr. Rickers further stated that the delay in receiving information about what was involved, what process was followed and who the key stakeholders were meant that we were shut out of critical stages of the legislative process. Mr. Reckers stated that the response was eventually provided, but after the statutory deadline.

Sam Logan, Legislative Director (Respondent) stated that they notified Petitioner immediately that based on the review and redactions needed the request was a routine public records request rather than an immediate disclosure request, and that records would be provided in ten days following a review for attorney-client privilege. Ms. Logan further stated that she believes that the office has not handled an immediate disclosure request before and now understands that the records could have been provided on a rolling basis over the course of 14 days.

A question-and-answer period occurred.

Action: Moved by Member LaHood, seconded by Member Sugarman, to find that the Sunshine Ordinance Task force has jurisdiction.

Public Comment: None

The parties forfeited the opportunity to provide rebuttals.

Ayes: 9 - LaHood, Sugarman, Schmidt, Anderson, Hyland, Pilpel, Wolfe, Stein, Yankee
Noes: 0 – None
Absent: 1 - Kumar

Action: Moved by Member LaHood, seconded by Member Sugarman, to find that Supervisor Bilal Mahmood violated Administrative Code (Sunshine Ordinance) Section 67.25(d) by failing to provide responsive public records on a rolling basis.

Public Comment: Richard Johnson stated that time was of the essence in receiving a response, and supervisors should understand that they have to respond in a timely manner.

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

Ayes: 9 - LaHood, Sugarman, Schmidt, Anderson, Hyland, Pilpel, Wolfe, Stein, Yankee
Noes: 0 – None
Absent: 1 - Kumar

17. **Hearing on BOS File No. 250192 and Public Access to Records and Meetings of Nonprofit Organizations (05:16:49)**

The Task Force members discussed Board of Supervisors File No. 250192 regarding public access to records and meetings of nonprofit organizations, and whether to send a letter to the Board of Supervisors addressing the absence of an analysis or discussion of the impact of increasing the threshold for nonprofit organizations subject to Administrative Code Chapter 12L from \$250,000 to \$1 million annually, and reducing the number of required public meetings from two to one.

Action: Moved by Member Wolfe, seconded by Member Hyland, to authorize a letter to the Board of Supervisors expressing the Task Force's concerns about the potential impacts of the changes posed in Board of Supervisors File No. 250192.

Public Comment: None

Ayes: 9 – Wolfe, Hyland, Schmidt, LaHood, Sugarman, Schmidt, Pilpel, Stein, Yankee
Noes: 0 - None
Absent: 1 - Kumar

18. **Hearing on Sunshine Ordinance Amendments (05:27:38)**

The members discussed the importance of addressing a mechanism for enforcement and the resulting benefits and risk mitigation for the City.

Public Comment: None

No action taken.

19. **Announcements, Comments, Questions, and Future Agenda Items by Members of the Complaint Committee. (05:31:41)**

Member Wolfe noted his attendance at the SF Tech Council's Access & Learning Session held 8/6/2025 about the City's chatbot rollout and that the Sunshine Ordinance Task Force had not been invited. Member Wolfe stated that it was disturbing because it felt like the result would be creating more distance between City staff and the general public, which would then result in an increase in complaints to the Task Force because AI will produce errors as well as problems with confidentiality and redactions. Member Wolfe stated that it appeared the implementation is being fast tracked; he will be meeting with the director and will report back to the members.

Chair Yankee encouraged the members to follow the work of the Streamlining Task Force, including departmental submissions due in October followed by the agendaing of the Task Force at their 11/5/2025 meeting. Chair Yankee further noted that the Task Force is classified incorrectly as a Board of Supervisors Ordinance Body versus a voter-approved body.

Public Comment: None

No action taken.

20. **ADJOURNMENT (05:44:53)**

There being no further business the meeting was adjourned at 9:49 p.m.

APPROVED: _____
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.

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