

City and County of San Francisco



Sunshine Ordinance Task Force Compliance and Amendments Committee

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

Meeting Minutes

Members: Lila LaHood (Chair), Bruce Wolfe, David Pilpel, Maxine Anderson

Clerk: *Patricia Petersen*

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**Tuesday, February 24,
2026**

**4:30 p.m.
Regular Meeting**

City Hall, Room 408

1. **CALL TO ORDER, ROLL CALL, AND AGENDA CHANGES**

The meeting was called to order at 4:37 p.m. On the call of the roll, Chair LaHood and Members Wolfe, Pilpel and Anderson were noted present. There was a quorum. Administrator Petersen was present.

Public Comment: None

2. **Approval of the December 30, 2025, Sunshine Ordinance Task Force Compliance and Amendments Committee Regular Meeting minutes.**

The members discussed the draft Minutes.

Action: Moved by Chair LaHood, seconded by Member Anderson, to continue the matter to the April 2026 meeting of the Compliance and Amendments Committee.

Public Comment: None

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

Ayes: 4 – LaHood, Anderson, Wolfe, Pilpel

Noes: 0 – None

Absent: 0 – None

3. **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.

Michael Turon provided a summary of his complaint filed in July 2025.

4. **File No. 24015:** Complaint filed by Paul Kniha against the Municipal Transportation Agency for allegedly violating Administrative Code (Sunshine Ordinance), Section(s); 67.21 by failing to respond to a records request in a complete and/or timely manner.

(On 4/23/2024, 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 hearing, with the recommendation to find that the Municipal Transportation Agency violated Administrative Code, Section(s) 67.21(b), due to improper withholding of records and Section(s) 67.27(b), for failing to justify in writing, citing specific statutory authority that prohibits public disclosure.

The Committee requested that the City Attorney for the Task Force provide guidance about the contention that the MTA ombudsman might come under the mediation information protection cited by Respondent in this matter.)

On 11/5/2025, the Task Force found that the SFMTA violated Administrative Code, Section(s) 67.21(b) by improperly withholding records, and Section(s) 67.27(b), by failing to cite the specific statutory authority that prohibits disclosure, ordered the SFMTA to produce the records, and referred the matter to a committee for follow-up.

On 12/3/2025, the Task Force approved the Order of Determination.)

Paul Kniha (Petitioner) provided a summary of his position and stated that he is seeking communications among SFMTA employees. Mr. Kniha further stated that he sought the Ombuds Office for advice and is not seeking records not pertaining to mediation.

Toni Battle, SFMTA Ombudsperson (Respondent), provided a summary of the department's position and summarized the responsive record that is exempt under the ombuds office's confidentiality/mediation protection.

Action: Moved by Member Pilpel, seconded by Member Wolfe, to refer the matter to the full Task as the SFMTA is not complaint with the Order of Determination issued by the Task Force.

Public Comment: None

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

Ayes: 4 Pilpel, Wolfe, Anderson, LaHood

Noes: 0 – None

Absent: 0 - None

The Committee was in recess from 6:48 until 7:01 p.m.

5. **File No. 25085-2:** Complaint filed by Michael Turon against the San Francisco Planning Department, and Chan Son 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, Section(s) 67.25, by failing to respond in a timely and/or complete manner to an immediately disclosure request, 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.

(On 12/16/2025, the Complaint Committee found that the Task Force has jurisdiction, that the requested records are public, and forwarded the matter to the Task Force with a recommendation to consider violations around withholding meta data, not providing records in the original format requested, the fact that planning did not send a representative, and that some records from personal devices were not produced, that claims related to the failure to engage in proper extensions and rolling production, and to provide a neutral custodian as supervisor of records. The Committee further found that the claims related to a failure to engage in property extensions, rolling production, the assigning of a neutral custodian or to provide records logs with the names of reviewers were not compelling.

On 1/7/2026 under File No. 25085-1, the Sunshine Ordinance Task Force accepted the recommendation of the Complaint Committee to dismiss Hugo Cabrera from this complaint for the reason that there are no cognizable claims against him since only the City Attorney is legally the Supervisor of Records.

On 2/4/2026, the Task Force found that the Planning Department violated Administrative Code (Sunshine Ordinance), Section 67.21(b) by failing to disclose metadata, ordered the production of all requested metadata within five (5) days per 67.21(d), and referred the matter to a Committee for compliance.)

Sam Ray, counsel for Michael Turon and Michael Turon (Petitioner) provided a summary of Petitioner's position and summarized the status of compliance by the SFMTA.

Jonas Ionin (Respondent) provided a summary of the department's position and stated that metadata reviewed by the City Attorney's Office has been produced. Mr. Ionin further stated that some metadata has been redacted appropriately with a tool used by City and County to redact responsive records, and that personal device information was requested but none was received so none was produced.

Action: Moved by Chair LaHood, seconded by Member Wolfe, to find that there has been partial compliance but additional materials still need to be provided, and referred the matter to the next available Committee for continuing review of compliance. The Committee further instructed the Planning Department to forward the key created by the redacting program to the Petitioner, the City Attorney's Office and the Task Force within five (5) days.

Public Comment: None

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

Ayes: 4 - LaHood, Wolfe, Pilpel, Anderson

Noes: 0 – None

Absent: 0 - None

6. **Hearing – Review of the Administrative Code (Sunshine Ordinance) Section 67, and possible amendments to recommend to the full Task Force**

Committee members should review the two attached documents, which refer to high-level recommendations for suggested amendments to the ordinance. The first document incorporates edits based on our last two meetings with the full task force. The second document includes raw notes taken at the November and December task force meetings. For further details, please listen to the audio recordings of those meetings.

Our goal is to continue refining our recommendations in order to advance them to the full task force for consideration.

The Committee discussed the development of a summary of the amendments, a timeline for advancing the amendments, the identification of a sponsor, and an assignment of the lead for drafting the amendments.

Administrator Petersen was instructed to explore the process for advancing the amendments and report back to the Committee through the Chair.

Member Wolfe was noted absent at 8:04 p.m.

Public Comment: None

7. **Announcements, Comments, Questions, and Future Agenda Items by Members of the Compliance and Amendments Committee.**

None.

No action taken.

8. ADJOURNMENT

There being no further business, the meeting was adjourned at

Approved: _____
Compliance and Amendments Committee
Sunshine Ordinance Task Force

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

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