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	VACANT	Seat 7	Matthew Yankee - Chair
Seat 2	Lila LaHood	Seat 8	Christopher Ojeda
Seat 3	VACANT	Seat 9	MacKenzie Ewing
Seat 4	Ankita Kumar	Seat 10	Joe Sangirardi
Seat 5	Maxine Anderson	Seat 11	Bruce Wolfe - Vice-Chair
Seat 6	Matthew Donahue		

Ex-officio *(non-voting)* VACANT - Clerk of the Board of Supervisors or their designee

Ex-officio *(non-voting)* VACANT - Mayor's designee

Clerk: Victor Young
(415) 554-7719 ~ sotf@sfgov.org

Wednesday, November 4, 2026	**4:00 p.m. Regular Meeting**	**City Hall, Room 408**

1. **CALL TO ORDER, ROLL CALL, AND AGENDA CHANGES** (00:00:59)

The meeting was called to order at 4:10 p.m. On the call of the roll, Members LaHood, Kumar, Anderson, Yankee, Ojeda, Sangirardi and Wolfe were noted present. Members Kumar, Donahue and Ewing were noted not present.

Administrator Victor Young was noted present. There was a quorum.

Agenda Changes:

Item 15 - Wayne Dauphine against the Department of Public Works (File 26033). Respondent requested a continuance on 10/26/2026.

Item 16 - Chris Colette against the San Francisco Police Department (File 26042). 10/30/2026 Petitioner requests continuance.

Public Comment: None.

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Action: Moved by Member LaHood, seconded by Member Anderson, to continue File No. 26042 to the call of the Chair.

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

Ayes: 6 – LaHood, Anderson, Ojeda, Sangirardi, Wolfe, Yankee
Noes: 0 - None
Absent: 3 – Kumar, Donahue, Ewing

2. **Approval of the September 30, 2026 Sunshine Ordinance Task Force Special Meeting Minutes**. (00:07:11)

The members discussed the Minutes. The Administrator is to clarify whether Clerk of the Board Angela Calvillo should be listed as a Member or if the Ex-officio seat should be listed as Vacant.

Action: Moved by Member LaHood, seconded by Member Anderson, to approve the September 30, 2026 Sunshine Ordinance Task Force Special Meeting Minutes.

Public Comment: None.

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

Ayes: 6 – LaHood, Anderson, Ojeda, Sangirardi, Wolfe, Yankee
Noes: 0 - None
Absent: 3 – Kumar, Donahue, Ewing

3. **Approval of the October 7, 2026 Sunshine Ordinance Task Force Regular Meeting Minutes**. *(Discussion and Action)* (00:08:05)

The members discussed the Minutes. The Administrator is to clarify whether Clerk of the Board Angela Calvillo should be listed as a Member or if the Ex-officio seat should be listed as Vacant.

Action: Moved by Member Sangirardi, seconded by Member Ojeda, to approve the October 7, 2026 Sunshine Ordinance Task Force Regular Meeting Minutes.

Public Comment: Speakers: None.

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

Ayes: 6 – Sangirardi, Ojeda, LaHood, Anderson, Wolfe, Yankee
Noes: 0 - None
Absent: 3 – Kumar, Donahue, Ewing

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4. **Approval of Orders of Determination** (00:11:36)

- **File No. 26071** Kei Chan against the San Francisco Human Services Agency
- **File No. 26073** Barklee Sanders against the City Attorney of San Francisco
- **File No. 26077** Elizabeth Chan against Zuckerberg San Francisco General Hospital and Trauma Center

Administrator Young noted receipt of emails from complainants for File Nos. 26071 and 26073 after the posting of the agenda packets.

Public Comment: None.

Action: Moved by Member Anderson, seconded by Member Sangirardi to approve the Orders of Determination.

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

Ayes: 6 – Anderson, Sangirardi, LaHood, Ojeda, Wolfe, Yankee
Noes: 0 - None
Absent: 3 – Kumar, Donahue, Ewing

5. **Chair and Committee Reports:** Opportunity for the Chair and Committee Members to update the entire Sunshine Ordinance Task Force on their recent activities. The Chair's Report will include the topic listed below. (00:18:21)
    - Actions taken by the San Francisco Ethics Commission at its July 10, 2026 Regular Meeting, including the Show Case Hearing for SOTF File No. 25088 (Rick Sanders v. Office of the Mayor) and revisions to the Ethics Commission's Enforcement Regulations.
    - Updates on State legislation, including Assembly Bill 1821 and Senate Bill 1187.

The Administrator was asked to obtain an official report of the action taken by the Ethics Commission.

Public Comment: None.

No action taken.

6. **Hearing on Sunshine Ordinance Task Force Complaint Procedures:** Discussion and action regarding proposed amendments to the Sunshine Ordinance Task Force Complaint Procedures. (00:37:54)

The Task Force discussed potential changes to the Complaint Procedures.
Public Comment: None.

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No action taken.

Action: Moved by Chair Yankee, seconded by Vice Chair Wolfe to continue the matter as amended.

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

Ayes: 6 – Yankee, Wolfe, LaHood, Anderson, Ojeda, Sangirardi
Noes: 0 - None
Absent: 3 – Kumar, Donahue, Ewing

7. **Potential Administrative Code Amendments Related to the Sunshine Ordinance Task Force** *(Discussion and Action)* (04:30:22)

    a. **Board of Supervisors Pending Ordinance on the Sunshine Ordinance Task Force**: Review and communicate the Task Force's thoughts regarding proposed amendments to the Administrative Code that will remove the limit on hold-over service, increase the term of office, and modify the removal process for Sunshine Ordinance Task Force Members (Board File No. 261088).

Public Comment: None.

No action taken.

8. **Administrator's Report.** *(Discussion and Action)* (4:33:58)
- Task Force and Committee tentative hearing schedule with potential adjustments
- Committee Roles & Assignments
- Complaints and Hearing Requests
- Pending Petitions / Complaints
- SOTF Member Attendance
- Communications

The November 17, 2026 Complaint Committee will convene with Chair Wolfe and Members Kumar and Sangirardi.

The December 15, 2026 Complaint Committee will convene with Chair Wolfe and Members Kumar and Ojeda.

The November 24, 2026 Education, Outreach, and Training Committee meeting and the December 22, 2026 Compliance and Amendments Committee meetings are cancelled.

The members requested notice of upcoming training requirements.

Public Comment: None

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9. **Public Comment:** Members of the public may address the Sunshine Ordinance Task Force on matters that are within the Committee's jurisdiction but not on today's agenda. (00:57:42)

   Public Comment: None.

   No action taken.

CONSENT AGENDA – Item 10

10. **File No. 26078**: Complaint filed by Claudia Castillo against the San Francisco Rent Board 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. (00:59:27)

   (On 5/26/2026, 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 Consent Agenda with a recommendation of a finding that the Rent Board violated Administrative Code (Sunshine Ordinance), Section(s) Section 67.21(b), by failing to respond to a public records request in a timely and/or complete manner. Respondent acknowledges the violation. The Committee makes no further recommendation as the Rent Board agreed to work with Petitioner for future items.)

   Public Comment:

   Claudia Castillo provided an update on complaint No. 26078 and stated that the respondent has not provided the requested documents.

   Christina Varner (Rent Board) provided an update on the department's response. Ms. Varner stated that the department did not provide documents in a timely manner but all records have since been provided.

   Action: Moved by Member Sangirardi, seconded by Ojeda, to approve the consent agenda finding that (File No. 26078) the Rent Board violated Administrative Code (Sunshine Ordinance), Section(s) Section 67.21(b), by failing to respond to a public records request in a timely and/or complete manner. Respondent acknowledges the violation. The Committee makes no further commendation as the Rent Board agrees to work with Petitioner for future items.

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

Ayes: 6 – Sangirardi, Ojeda, LaHood, Anderson, Wolfe, Yankee
Noes: 0 - None
Absent: 3 – Kumar, Donahue, Ewing

RECONSIDERATION HEARING – *Item 11*

11. **File No. 25033:** Complaint filed by 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. (01:08:29)

(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 12/3/2026, the Task Force closed the matter per Sunshine Ordinance Task Force Complaint Procedure, Section C(7)(b).

On 12/4/2025, Petitioner's written request that the matter be reopened was granted by the Task Force Chair.

On 3/4/2026, the Task Force continued the matter to the April 1, 2026 meeting of the Sunshine Ordinance Task Force to determine the San Francisco Municipal Transportation Agency's compliance specific to Item 6 of Petitioner's records request.

On 4/1/2026, the Task Force found that the San Francisco Municipal Transportation Agency violated Administrative Code (Sunshine Ordinance), Section(s) 67.21(b), by failing to respond to a public records request in a timely manner.

On 4/14/2026, Caroline Celaya submitted a timely Request for Reconsideration.

On 5/6/2026, the Task Force continued the matter to the call of the Chair pending discussion of how to account for holidays when calculating the

10-day compliance requirement found in Administrative Code (Sunshine Ordinance), Section 67.21(b).)

On 6/3/2026, the Task Force granted the San Francisco Municipal Transportation Agency's request for reconsideration.

Joudere Gaines (Petitioner) presented their position and requested the Task Force to find violations.

Caroline Celeya (San Francisco Municipal Transportation Agency (Respondent) provided an overview of the department's position. Ms. Celeya stated

A question-and-answer period occurred. The parties were provided an opportunity for rebuttals.

Action: Moved by Chair Yankee, seconded by Member Ojeda, to rescind the Order of Determination and replace it with a finding of no violation.

Public Comment: None.

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

Ayes: 6 – Yankee, Ojeda, LaHood, Anderson, Sangirardi, Wolfe
Noes: 0 - None
Absent: 3 – Kumar, Donahue, Ewing

The meeting recessed at 5:28 p.m. and reconvened at 5:35 p.m.

COMPLIANCE HEARING – *Item 12*

12. **File No. 25018:** Complaint filed by Jonathan Balog against the Office of Short-Term Rentals, SF Planning, 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. (01:25:38)

(On 3/18/2025, the Education, Outreach, and Training Committee was to hear the matter for jurisdiction and merit, but the meeting did not occur because the WebEx Remote Link and Telephone Call-In number in the agenda were incorrect, and the meeting was inaccessible to the public.

On 4/2/2025, the Task Force found a violation of Section 67.21 and ordered that by the terminology of the request, the request be responded to in full, including all of the property identification requested. The matter was referred to the Compliance and Amendments Committee for follow-up.

On 6/24/2025, the Compliance and Amendments Committee returned the matter to the full Task Force to find noncompliance with the Order of Determination and reference conflicts between Administrative Code Section 67.36 and Administrative Code Section 41A.4 pertaining to the redaction of names and street and unit numbers from the records for short term residential units, recommend that the Task Force close the file, and recommend that that the Board of Supervisors reconsider rescinding the language in Chapter 41 regarding the inoperable language in Section 41A.4.)

Jonas Ionin (Planning Department) (Respondent) provided an overview of the department's position.

Public Comment: None.

Action: Moved by Member Anderson, seconded by Member Ojeda, to close the file.

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

Ayes: 6 – Anderson, Ojeda, LaHood, Kumar, Sangirardi, Wolfe, Yankee
Noes: 0 - None
Absent: 3 – Kumar, Donahue, Ewing

COMPLAINT HEARING AGENDA (FROM COMMITTEE) – *Items 13 and 14*

13. **File No. 26069:** Complaint filed by Anonymous (CON) against Supervisor Myrna Melgar for allegedly violating Administrative Code (Sunshine Ordinance), Section(s) 67.15, by failing to allow public criticism of the policy, procedures, programs or services of the City. (01:43:23)

(On 5/1/2026, the Complaint Committee found that the meeting was a public meeting and forwarded the matter to the full Task Force with no recommendation.)

Petitioner. presented their position and requested that the Task Force find violations.

Alisa Somera, Legislative Deputy Director (Office of the Clerk of the Board) (Respondent) provided an overview of the department's position.

A question-and-answer period occurred. The parties were provided an opportunity for rebuttals.

Public Comment:

Anonymous provided comments on her experience during attendance at public hearings.

Anonymous commended the Petitioner and provided general comments on the issue. Adam Hong expressed his feeling on injustice and that the public should be able to criticize members of the Board.

Leah provided comments on her experience during attendance at public hearings and the definition of disruptive.

Jasmine Gardiner stated that discourse is necessary for engagement.

Action: Moved by Member LaHood, seconded by Member Anderson, to find that Supervisor Myrna Melgar (Board of Supervisors) violated Administrative Code, Section 67.15(d), for abridging or prohibiting public criticism of the city on the basis of the performance of one or more public employees.

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

Ayes: 6 – LaHood, Anderson, Ojeda, Sangirardi, Wolfe, Yankee
Noes: 0 - None
Absent: 3 – Kumar, Donahue, Ewing

Action: Moved by Chair Yankee, seconded by Member Ojeda, that the Task Force advises that the Board of Supervisors consider striking "during public comment during the full board, remarks shall be address to the Board as a whole and not to individual supervisors and not to the public" from Board of Supervisors Rules of Order 4.22, in compliance with open government public access to meeting (Sunshine Ordinance, section 67.15).

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

Ayes: 6 – Yankee, Ojeda, LaHood, Anderson, Sangirardi, Wolfe
Noes: 0 - None
Absent: 3 – Kumar, Donahue, Ewing

14. **File No. 26062:** Complaint filed by Eddie Kim against the Department of Emergency Management 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 Section(s) 67.26, by failing to keep withholdings to a minimum. (02:47:35)

(On 5/19/2026, the Complaint Committee found that the Task Force has jurisdiction, that the requested records are public, and forwarded the matter to the full Task Force with no recommendation.)

Vice-Chair Wolfe noted involvement with a group that works with the Department of Emergency Management but noted there is no conflict of interest with this complaint.

Eddie Kim (Petitioner) presented their position and requested the Task Force to find violations. Mr. Kim stated that the requested documents do not cause vulnerabilities or security risks.

Jackie Thornhill (Department of Emergency Management) (Respondent) provided an overview of the department's position. Ms. Thornhill denied the allegation of the complaint and noted that the department provided justification for the withholdings to prevent disclosure of vulnerabilities and security risks to public operations.

A question-and-answer period occurred. The parties were provided an opportunity for rebuttals.

Public Comment: None.

Action: Moved by Vice Chair Wolfe, seconded by Member Anderson, to find that the Department of Emergency Management violated Administrative Codes (Sunshine Ordinance), Section(s) 67.21(c) by failing to provide assistance to requester to identify disclosable records and 67.26 by failing to keep withholdings to a minimum.

The SOTF request to parties work together to identify records that may be disclosable.

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

Ayes: 5 – Wolfe, Anderson, LaHood, Ojeda, Yankee
Noes: 1 - Sangirardi
Absent: 3 – Kumar, Donahue, Ewing

Action: Moved by Chair Yankee, seconded by Member LaHood, to find that the Department of Emergency Management violated Administrative Codes (Sunshine Ordinance), Section(s) 67.21(c) by failing to provide assistance to requester to identify the existence of responsive documents, and whether or not they are exempt from disclosure under the Code.

The SOTF request to parties work together to identify records that may be disclosable.

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

Ayes: 6 – Yankee, LaHood, Anderson, Ojeda, Sangirardi, Wolfe
Noes: 0 – None.
Absent: 3 – Kumar, Donahue, Ewing

The meeting recessed at 7:35 p.m. and reconvened at 7:45 p.m.

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NEW COMPLAINT HEARING AGENDA (NOT FROM COMMITTEE) – *Items 15 and 16*

15. **File No. 26033:** Complaint filed by Wayne Dauphine against the Department of Public Works 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. (03:36:07)

Wayne Dauphine (Petitioner) presented their position and requested that the Task Force find violations. Mr. Dauphine stated he wants a bill/statement of total amount still owned.

Respondent was not present. The Respondent requested a continuance prior to the meeting.

A question-and-answer period occurred. The parties were provided an opportunity for rebuttals.

Public Comment: None.

Action: Moved by Chair Yankee, seconded by Member LaHood, to find that the records are public and that the Sunshine Ordinance Task force has jurisdiction.

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

Ayes: 6 – LaHood, Kumar, Anderson, Ojeda, Sangirardi, Wolfe, Yankee
Noes: 0 - None
Absent: 3 – Kumar, Donahue, Ewing

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

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

Ayes: 6 – Anderson, Ojeda, LaHood, Sangirardi, Wolfe, Yankee
Noes: 0 - None
Absent: 3 – Kumar, Donahue, Ewing

16. **File No. 26042:** Complaint filed by Chris Colette against the 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. (00:02:26)

See Item 1 (Continued to the call of the Chair)

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17. **Announcements, Comments, Questions, and Future Agenda Items by Members of the Sunshine Ordinance Task Force**. (04:54:13)

(Note: Public Comment on this item is limited to subject matters presented by members of the SOTF.)

Member LaHood requested that the text box in the Agenda regarding Special Orders be followed by language indicating that the agenda continues on the next page.

Public Comment: None.

18. **ADJOURNMENT** (04:55:34)

There being no further business, the meeting was adjourned at 9:06 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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