



SUNSHINE ORDINANCE TASK FORCE
Compliance and Amendments Committee
CITY AND COUNTY OF SAN FRANCISCO
MINUTES

Hearing Room 408
City Hall, 1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

November 19, 2013 – 4:00 P.M.

Regular Meeting

Members: Allyson Washburn (Chair),
Richard Knee, Kitt Grant

1. Call to order, roll call, and agenda changes.

The meeting was called to order at 4:03 p.m. There was a quorum.

2. Adoption of September 17, 2013, Meeting Minutes.

Member Knee, seconded by Member Grant, moved to ADOPT the September 17, 2013 minutes as corrected.

Speakers: None.

The motion PASSED by the following vote:

Ayes: 3 – Knee, Grant, Washburn

3. File No. 13024: Hearing on the status of the Order of Determination of Mica Ringel against the Planning Department for allegedly failing to provide requested records associated with the proposed development of 480 Potrero Avenue.

Mica Ringel (Complainant) stated that the Planning Department has not provided all of the requested records associated with the proposed development at 480 Potrero Avenue, thus failing to comply with the Order of Determination. The Complainant stated the Planning Department had provided additional documents but that he still considered the documents incomplete. There were no speakers in support of the Complainant. Don Lewis, Nannie Turrell, Lulu Hwang, and Ben Fu, Planning Department (Respondent) stated that all available records have been provided to the Complainant. Non-substantive documents that were not placed into the administrative record and are not available. The Planning Department is working with the Department of Technology department to retrieve deleted emails. There were no speakers in support of the Respondent. A question and answer

period followed. The Respondent provided a rebuttal. The Complainant provided a rebuttal.

Speakers: David Pilpel, SOTF Member, summarized the issue and provided information regarding administrative records and the definition of records.

Member Knee, seconded by Chair Washburn, moved to refer the matter back to the Task Force with a recommendation for consideration of referral to Ethics Commission.

Speakers: David Pilpel, SOTF Member, suggested that additional direction and clarification to the Complainant and Respondent to assist the parties in resolving the issue.

The motion PASSED by the following vote:

Ayes: 3 – Knee, Grant, Washburn

4. **Public Comment**

Speakers: Louise Fischer, SOTF Member, thanked the Compliance and Amendments Committee for its hard work; David Pilpel, SOTF Member, noted the passing of Anita Sanchez, former Civil Service Commission Executive Officer.

5. **Administrator’s Report.**

SOTF Administrator Victor Young presented the Administrator’s Report.

Speakers: None.

6. **Announcements, Comments, Questions, and Future Agenda Items.**

There were no items.

7. **ADJOURNMENT**

Member Knee, seconded by Member Grant, moved to ADJOURN.

Speakers: None.

The motion PASSED without objection.

There being no further business, the Compliance and Amendments Committee adjourned at 5:21 p.m.

APPROVED: December 17, 2013



Victor Young, Administrator
Sunshine Ordinance Task Force