

Date: 02-11-08

Item No. 1

File No. _____

SUNSHINE ORDINANCE TASK FORCE

AGENDA PACKET CONTENTS LIST*

- Draft Minutes: Budget Committee for June 14, 2007**
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Completed by: Chris Rustom

Date: 02-08-08

***This list reflects the explanatory documents provided**

~ Late Agenda Items (documents received too late for distribution to the Task Force Members)

** The document this form replaces exceeds 25 pages and will therefore not be copied for the packet. The original document is in the file kept by the Administrator, and may be viewed in its entirety by the Task Force, or any member of the public upon request at City Hall, Room 244.

Sunshine Ordinance Task Force



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**SUNSHINE ORDINANCE TASK FORCE
AD HOC BUDGET COMMITTEE
DRAFT MINUTES
Thursday, June 14, 2007
5:00 p.m., City Hall, Room 406**

Committee Members: Bruce Wolfe (Chair), David Pilpel, Doug Comstock, Joe Lynn

Call to Order: The meeting was called to order at 5:15 P.M

Roll Call: Present: Wolfe, Lynn, Comstock (arrived at 5:28 p.m.)
Excused: Pilpel

Agenda Changes: Item #2 was heard before Item #1

Clerk: Linda Wong

1. Discussion regarding the Budget Committee's proposed mission/goals:
 - The Committee shall provide input to the Sunshine Ordinance Task Force regarding its budget.
 - The Committee will assess the needs of the Task Force and its related efforts to implement and enforce the San Francisco Sunshine Ordinance.
 - The Committee will advocate for full funding for the Task Force and evaluate and estimate the needs of the Task Force to operate at optimal performance level.

Motion to recommend to the full Task Force that the Committee supports the Interim Clerk of the Board's recommendation to hire an Administrative Assistant to the Sunshine Ordinance Task Force Administrator.
(Lynn/Comstock)

Ayes: Wolfe, Comstock, Lynn
Excused: Pilpel

Member Comstock said that would like to establish a fund for educational materials to educate City departments regarding Sunshine Ordinance.

Member Lynn said that he would like the Task Force to hire an advocate who is familiar with Sunshine Ordinance to educate City departments about open government.

Member Comstock suggested that the future Administrative Assistant be asked to work on the annual Sunshine Ordinance Task Force Report.

Motion to adopt the three goals listed above. (Comstock/Lynn)

Ayes: Wolfe, Comstock, Lynn

Excused: Pilpel

Public Comment: None

2. Review of current budget, discussion of budgetary needs, and develop budget proposal.

Speaker: Kay Gulbengay, Interim Clerk of the Board, spoke on the possibility of hiring a 1454 Executive Secretary to assist the SOTF Administrator due to the increasing number of complaints and meetings and that the employee would be able to assume the Administrator's responsibilities during his absence.

Public Comment: None

3. Public comment for items not listed on the agenda.

Public Comment: None

4. Announcements, questions, and future agenda items from Committee members.

Member Comstock said that he would like to see Member Lynn's name listed as a Committee member on the agenda.

Public Comment: None

Adjournment

The meeting was adjourned at 5:47 PM

This meeting has been audio recorded and is on file in the office of the Sunshine Ordinance Task Force