

File No. 22115

Item No. 10

SUNSHINE ORDINANCE TASK FORCE  
AGENDA PACKET CONTENTS LIST

Sunshine Ordinance Task Force

Date: January 3, 2024

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Completed by: C. Leger Date 12/26/23

\*An asterisked item represents the cover sheet to a document that exceeds 25 pages.  
The complete document is in the file.

**Sunshine Ordinance Task Force  
Complaint Summary**

File No. 22115

Mark Sullivan v. Bruce Wolfe - SOTF

Date filed with SOTF: 10/7/2022

Contact information (Complainant information listed first):

Mark Sullivan (info@sfneighborhoods.net) (Complainant)

Bruce Wolfe (sotf.brucewolfe.net) (Respondent)

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**File No. 22115** Complaint filed by Mark Sullivan against Bruce Wolfe for allegedly violating Administrative Code (Sunshine Ordinance), Section(s) 67.21(e) by failing to provide access to the requested records; 67.25 by failing to respond to an Immediate Disclosure Request in a complete and timely manner; California Public Records Act 6253(d) for willful delay and obstruction to access of a public record.

## **Petitioner's Complaint**

**Complaint Form for the Sunshine Ordinance Task Force**  
1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102  
Tel. (415) 554-7724; Fax (415) 554-7854  
<http://www.sfgov.org/sunshine>  
E-mail: [sotf@sfgov.org](mailto:sotf@sfgov.org)  
*Deliver Form in person, mailed, faxed or e-mail.*

**Petitioner/Complainant Name: Mark Sullivan**

**Contact Information: [info@sfneighborhoods.net](mailto:info@sfneighborhoods.net)**

*(Reminder All Information Will Be Public. SOTF will not Redact or segregate information sent to them).*

**Date of Complaint: October 7, 2022**

**Date of Request: February 7, 2022**

**City Official(s) and/or Employee(s), People and the Name Entity against whom the Complaint is being made: Bruce Wolfe at the time Chair of SOTF**

**Name of Custodian of Records or Person of the Organization tasked with providing records or complying with public access laws:**

**Bruce Wolfe at the time Chair of SOTF**

When a task force chair actively gets involved with an Immediate Disclosure Request and dictates the response over the SOTF administrator, they become the custodian of records and responsible for the record request.

**Are you requesting a public hearing before the Sunshine Ordinance Task Force? Yes**

*"Public Access Laws" below will be San Francisco Sunshine Ordinance, San Francisco Administrative Code 12L.5, California Public Records Act and/or the Ralph M. Brown Act.*

**If you know section(s) and subsection(s) of the public access laws that is allegedly violated Here (It is recommended to copy and paste the whole section(s) or subsection(s), but you can also put for section number (like SFSO Sec. 67.21(b)):**

Mr. Wolfe has the burden of justifying the denial of access. SFAC Sec, 67.21 (e)

CPRA 6253 (d) delay and obstructing of a public record request. Willful

SFAC 67.25 (a) failing to comply "Immediate Disclosure Request"; willful misuse "more extensive or demanding requests", "to delay fulfilling a simple, routine or otherwise readily answerable request."

Willful misuse of SFAC 67.25 (b) "If the voluminous nature of the information requested"

**Jurisdiction (Section and Subsection definition in public in public access laws that support jurisdiction):** San Francisco Task Force

**Description of alleged violations and attach any records to support your allegation(s):**

My "Immediate Disclosure Request" was for two simple, routine and readily available documents that should require no redaction: a "solid service list" of local media and any requirements and procedures to be included on the "solid service list" of local media. A SOTF special meeting had just recently occurred on January 25, 2022, so these documents should have been readily available and used. My first attempted IDR for these records was on January 28, 2022. No response. I resent the IDR on February 7, 2022. SOTF Chair Wolfe instructed the SOTF administrator to respond that my request was voluminous. The SOTF administrator had previously investigated if there were any responsive records and found that there were none. The SOTF administrator twice told and shared Mr. Young's e-mails with Chair Wolfe that there was no service list of local media. Chair Wolfe continued to press on for a response of "due to the voluminous nature of the information requested and need for any redactions as required or necessary".

Chair Wolfe cannot pretend that he did not know there was no service list of a local media. Courts do not allow a defense of being told twice that the gun is loaded, a person shoots a gun and then say I didn't know it was loaded.

To use a voluminous number of records in a response must first have searched records before you respond with voluminous nature. Sunshine Ordinance Admin Sec 67.25 (b) and CPRA 6253 (c) "unusual circumstances" (2) "The need to search for, collect, and appropriately examine a voluminous amount of separate and distinct records that are demanded in a single request." If there is no requirement to do a search before a response, then there is little point to an IDR when a custodian of record can respond with "voluminous" at will. Chair Wolfe did not inquire if there were responsive records. He ignored the actual finding of no records twice. Chair Wolfe willful pattern of ignoring and obstruction in this Immediate Disclosure Request and any type of open and public process to determining a local media for the petitioners' request to be notified of special meetings.

It boggles my mind why Chair Wolfe did what he did to delay and obstruct.

**Timeline:**

On January 26, 2022, I received an e-mail from then SOTF Chair Wolfe stating "Our office keeps a pretty solid service list." in the connection to notification to local media of SOTF special meetings, which is the subject of the exchange. (**Exhibit 2**).

On January 28, 2022, "Immediate Disclosure Request" sent to SOTF to provide SOTF's "solid service list" of local media and any requirements and procedures to be included on the "solid service list" of local media. SOTF failed to respond in any way to the request. **(Exhibit 3)**

On February 7, 2022, 10 days later, I resent the same Immediate Disclosure Request to SOTF after getting no response to my first IDR. **(Exhibit 4)**

On February 8, 2022, I got a response from Ms. Leger: "We are in receipt of the IDR and invoke a 10-day extension due to the voluminous nature of the information requested and need for any redactions as required or necessary." **(Exhibit 5)**

On March 1, 2022, Ms. Leger replied, "The office of the Sunshine Task Force does not keep a list of local media for special meeting notice purposes." It took 32 days for SOTF to respond to this item that the Chair claimed the record existed, for them to say there is no record. **(Exhibit 6)**

When the Ethics Commission sent my complaint to them to SOTF, I restarted my investigation and did a public record request for internal SOTF communications, August 1, 2022. Mr. Young passed to Ms. Leger **(Exhibit 7)**

SOTF Administrator Ms. Leger has yet to give me relevant records of internal communications for public record request on August 1, 2022 of SOTF.

Chair Yankee responded and gave me the record he had **(Exhibit 1)**. The below is from the Chair Yankee record in response to internal SOTF communication on my second repeated public record request. **Content:**

On Feb. 7, 2022 at 3:37 PM, then Chair Wolfe states "Can we agree that a response is in order by the end of business Tuesday that we "are in receipt of the IDR and invoke a 10-day extension due to the voluminous nature of the information requested and need for any redactions as required or necessary."?

On Feb. 7, 2022 at 3:58 PM, Ms. Leger ask Mr. Young: "Again, do we have a service list for local media? Thank you."

The again suggest Ms. Leger has asked before. This first request record or any response by Mr. Young has not been made public as of today.

**On Feb. 7, 2022 at 4:35 PM, Mr. Young (BOS) informs Ms. Leger SOTF (BOS) does not maintain a mailing list for notices. "Cheryl:**

**The SOTF does not maintain a mailing list for agenda or other documents. We inform members of the public that all notices are posted on our website (I believe by Friday at the latest for the Task Force).**

**You can retrieve the date and time agenda posted from the tracking chart we enter or posting times into every week.”**

**Ms. Leger forwards Mr. Young’s above response to Chair Wolfe and Vice Chair Yankee (Feb 8, 2022, 8:43 AM).**

On Feb. 7, 2022 at 5:20 PM, then Vice Chair Yankee “Agreed thanks!”

On Feb. 8, 2022 at 8:38 AM Ms. Leger “Agreed”.

**On Feb. 8, 2022 at 8:42 AM Ms. Leger says “Bruce and Matthew: According to Victor, we do not have a media service list”**

On Feb. 8, 2022 at 9:21 AM, then Chair Wolfe: “Very good. Cheryl, go ahead and respond.”

On Feb. 8, 2022 at 9:46 AM, Ms. Leger writes to me: “Mr. Sullivan: We are in receipt of the IDR and invoke a 10-day extension due to the voluminous nature of the information requested and need for any redactions as required or necessary.”

Ms. Leger is instructed by then Chair Wolfe to respond with “voluminous nature” 10 day extension, even though both know that there are no records responsive to the public record request.

On March 1, 2022 at 9:47 AM Ms. Leger writes: “Dear Mr. Sullivan: The office of the Sunshine Task Force does not keep a list of local media for special meeting notice purposes.”

32 days after my initial public record request on January 28, 2022 (**Exhibit 3**) and 22 days after my repeating my initial request on February 7, 2022 (**Exhibit 4**).

**Sunshine Ordinance Admin. Sec. 67.25 (a)** “Maximum deadlines provided in this article are appropriate for more extensive or demanding requests, but shall not be used to delay fulfilling a simple, routine or otherwise readily answerable request.”

At the full August 3, 2022 SOTF meeting, SOTF Member Wolfe continued to try to deny me any administrative resolution to either my complaint or request to be notified of special meetings and stated that I could take it to court. He further continued to claim that there was a service list of notice to special meetings. Mr. Young (BOS) again told him this was not true and there was no service list of any kind. This can be heard in the audio of the full August 3, 2022 SOTF meeting.

Accountability is important to stop future abuse of power.

## **Petitioner's Supporting Documents**





# Exhibit 1

Matt Yankee &lt;yankeema@gmail.com&gt;

## Immediate Disclosure Request - Public Record Request

10 messages

Mon, Feb 7, 2022 at 3:11 PM

sfneighborhoods.net &lt;info@sfneighborhoods.net&gt;

To: "SOTF, (BOS)" &lt;sotf@sfgov.org&gt;, "Bruce Wolfe (Chair, SOTF, SF)" &lt;sotf@brucewolfe.net&gt;, Matt Yankee &lt;yankeema@gmail.com&gt;

Cc: Karl Olson &lt;kolson@cofolaw.com&gt;

So I am re sending this immediate record request. Note I am cc Karl Olsen on this.

----- Forwarded Message -----

**Subject:** Immediate Disclosure Request - Public Record Request**Date:** Fri, 28 Jan 2022 10:06:25 -0800**From:** sfneighborhoods.net <info@sfneighborhoods.net>**To:** SOTF, (BOS) <sotf@sfgov.org>

Immediate Disclosure Request - Public Record Request

1/26/2022, 10:43 PM via e-mail, SOTF Chair Wolfe wrote: "As far as SOTF providing specific notice service, did you put this request in writing? Did you get confirmation of receipt? Our office keeps a pretty solid service list."

This pertains to Sunshine Ordinance 67.6 (f) special meeting notice to local media.

1. 1 Please provide SOTF "solid service list" of local media that you keep.
2. 2 Please provide requirements and procedures to be included on the "solid service list" of local media"
3. 3 Please provide the date and time at which the Jan 25, 2022 Agenda was posted on the SOTF website

If you cannot fulfill this request under Sunshine Ordinance Sec 67.25 Immediacy of Response, please provide legal justification as to why not.

### Instructions

1. With each listed public record and public information request, please provide all the public records and public information concerning that request.
2. If partial public record and public information fulfillment, please state so, the reason why, and all entities that may hold the rest of the public record and public information (SFSO Sec. 67.21(b)).
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4. If you believe the public record(s) and public information can be withheld from public disclosure for any reason, please state the reason (SFSO Sec. 67.27, 67.21 (b), CPRA Sec. 6253(a),(b), 6254, 6254.4.5, 6254.15, 6254.19, 6255(a) ).
5. If you believe the public records and public information are with another organization or person and not with the city, please state the reason you do not think you are required to acquire the public record(s) and public information.

If any of the above request is not clear or specific enough, please do not close the request. Please work with me in making my request effective to obtain identifiable public records and public information. If you do not have possession of any public records and public information requested and believe the public records and public information are with another office or person, please assist in directing those requests to the proper office or staff person. (CPRA 6253.1 and SFSO 67.21 (c))

Thank You

m sullivan

Mon, Feb 7, 2022 at 3:37 PM

Bruce Wolfe &lt;sotf@brucewolfe.net&gt;

To: BOS SOTF &lt;sotf@sfgov.org&gt;

Cc: Matt Yankee &lt;yankeema@gmail.com&gt;

### DO NOT RESPOND TO THIS IDR UNTIL END OF BUSINESS TUESDAY

Cheryl, a couple of questions:

QUESTION: Is the service list an extensive list? As I recall in previous years it has been.

QUESTION: Will it need to be redacted?

Cheryl &amp; Matt:

QUESTION: Can we agree that a response is in order by the end of business Tuesday that we "are in receipt of the IDR and invoke a 10-day extension due to the voluminous nature of the information requested and need for any redactions as required or necessary."?

Thanks.

Bruce Wolfe, Chair

SF Sunshine Ordinance Task Force

(Response is very limited during business hours on business days and holidays)

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Thank You

m sullivan

Mon, Feb 7, 2022 at 5:20 PM

Matt Yankee <yankeema@gmail.com>  
 To: Bruce Wolfe <sotf@brucewolfe.net>  
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Agreed, thanks!

Matt

On Feb 7, 2022, at 3:37 PM, Bruce Wolfe <sotf@brucewolfe.net> wrote:

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Cheryl & Matt:

8/12/22, 11:07 AM

Gmail - Immediate Disclosure Request - Public Record Request

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**Bruce Wolfe, Chair**  
**SF Sunshine Ordinance Task Force**

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Tue, Feb 8, 2022 at 8:38 AM

Agreed.

Cheryl

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Tue, Feb 8, 2022 at 8:42 AM

Bruce and Matthew: According to Victor, we do not have a media service list.

Cheryl Leger

Assistant Clerk, Board of Supervisors

Cheryl.Leger@sfgov.org

Tel: 415-554-7724

Fax: 415-554-5163

www.sfbos.org



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The Legislative Research Center provides 24-hour access to Board of Supervisors legislation, and archived matters since August 1998.

**Disclosures:** Personal information that is provided in communications to the Board of Supervisors is subject to disclosure under the California Public Records Act and the San Francisco Sunshine Ordinance. Personal information provided will not be redacted. Members of the public are not required to provide personal identifying information when they communicate with the Board of Supervisors and its committees. All written or oral communications that members of the public submit to the Clerk's Office regarding pending legislation or hearings will be made available to all members of the public for inspection and copying. The Clerk's Office does not redact any information from these submissions. This means that personal information—including names, phone numbers, addresses and similar information that a member of the public elects to submit to the Board and its committees—may appear on the Board of Supervisors website or in other public documents that members of the public may inspect or copy.

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Thank You

m sullivan

SOTF, (BOS) <sotf@sfgov.org>

Tue, Feb 8, 2022 at 8:43 AM

To: Matt Yankee <yankeema@gmail.com>, Bruce Wolfe <sotf@brucewolfe.net>

Matthew and Bruce: See Victor's response below.

Cheryl

From: Young, Victor (BOS) <victor.young@sfgov.org>

Sent: Monday, February 7, 2022 4:34 PM

To: SOTF, (BOS) <sotf@sfgov.org>

Cc: Calvillo, Angela (BOS) <angela.calvillo@sfgov.org>

Subject: RE: Immediate Disclosure Request - Public Record Request

Cheryl:

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You can retrieve the date and time agenda posted from the tracking chart we enter or posting times into every week.

Victor Young  
Assistant Clerk

Board of Supervisors  
phone 415-554-7723 | fax 415-554-5163

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Thanks.

**Bruce Wolfe, Chair**

**SF Sunshine Ordinance Task Force**

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**Date:** Fri, 28 Jan 2022 10:06:25 -0800

**From:** sfneighborhoods.net <info@sfneighborhoods.net>



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# Immediate Disclosure Request - Public Record Request

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To: "SOTF, (BOS)" <sotf@sfgov.org>  
Cc: Matt Yankee <yankeema@gmail.com>

Tue, Feb 8, 2022 at 9:21 AM

Very good.  
Cheryl, go ahead and respond.

Note: The request is for the service list of local media only.

QUESTION: How big is the service list? Do any address need to be redacted for privacy purposes?

Best regards,

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Thank You

m sullivan

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 To: Bruce Wolfe <sotf@brucewolfe.net>  
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Bruce: Personally, I have never seen such a list, but according to Victor, we do not maintain a service list of local media.

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Tel: 415-554-7724

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**To:** SOTF, (BOS) <sotf@sfgov.org>  
**Cc:** Matt Yankee <yankeema@gmail.com>  
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To: "SOTF, (BOS)" <sotf@sfgov.org>

Cc: Matt Yankee <yankeema@gmail.com>, "Young, Victor (BOS)" <victor.young@sfgov.org>

He is asking for the local media currently on the service list. This is the list you send agenda's to outside of SOTF and parties that have requested delivery.

**Bruce Wolfe, Chair**  
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Cc: Matt Yankee <yankeema@gmail.com>

Tue, Feb 8, 2022 at 5:52 PM

I'm confused. I know of members of the public who have mentioned having active standing requests for SOTF to send them agendas either in hard copy or notice that agendas are posted. This is the service list.

If there isn't a list then I ask that a search of SOTF emails for requests for notice of agendas be done for 2020 & 2021.

Best regards,

Bruce Wolfe, Chair  
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----- Forwarded message -----

From: **sfneighborhoods.net** <info@sfneighborhoods.net>  
 Date: Mon, Feb 7, 2022 at 3:11 PM  
 Subject: Immediate Disclosure Request - Public Record Request  
 To: SOTF, (BOS) <sotf@sfgov.org>, Bruce Wolfe (Chair, SOTF, SF) <sotf@brucewolfe.net>, Matt Yankee <yankeema@gmail.com>  
 Cc: Karl Olson <kolson@cofolaw.com>

So I am re sending this immediate record request. Note I am cc Karl Olsen on this.

----- Forwarded Message -----

**Subject:**Immediate Disclosure Request - Public Record Request

**Date:**Fri, 28 Jan 2022 10:06:25 -0800

**From:**sfneighborhoods.net <info@sfneighborhoods.net>

**To:**SOTF, (BOS) <sotf@sfgov.org>

Immediate Disclosure Request - Public Record Request

1/26/2022, 10:43 PM via e-mail, SOTF Chair Wolfe wrote: "As far as SOTF providing specific notice service, did you put this request in writing? Did you get confirmation of receipt? Our office keeps a pretty solid service list."

This pertains to Sunshine Ordinance 67.6 (f) special meeting notice to local media.

1. 1 Please provide SOTF "solid service list" of local media that you keep.
2. 2 Please provide requirements and procedures to be included on the "solid service list" of local media"
3. 3 Please provide the date and time at which the Jan 25, 2022 Agenda was posted on the SOTF website

If you cannot fulfill this request under Sunshine Ordinance Sec 67.25 Immediacy of Response, please provide legal justification as to why not.

Instructions

1. With each listed public record and public information request, please provide all the public records and public information concerning that request.
2. If partial public record and public information fulfillment, please state so, the reason why, and all entities that may hold the rest of the public record and public information (SFSO Sec. 67.21(b)).
3. If the answer is no responsive public record and public information, please state any entity(s) that may hold the public record(s) and public information. ( (SFSO Sec 67.21 (c)).
4. If you believe the public record(s) and public information can be withheld from public disclosure for any reason, please state the reason (SFSO Sec. 67.27, 67.21 (b), CPRA Sec. 6253(a),(b), 6254, 6254.4.5, 6254.15, 6254.19, 6255(a) ).

8/12/22, 11:07 AM

Gmail - Immediate Disclosure Request - Public Record Request

5. If you believe the public records and public information are with another organization or person and not with the city, please state the reason you do not think you are required to acquire the public record(s) and public information.

If any of the above request is not clear or specific enough, please do not close the request. Please work with me in making my request effective to obtain identifiable public records and public information. If you do not have possession of any public records and public information requested and believe the public records and public information are with another office or person, please assist in directing those requests to the proper office or staff person. (CPRA 6253.1 and SFSO 67.21 (c))

Thank You

m sullivan

**Subject:** Re: Notification of Special Meetings

**From:** Bruce Wolfe <sotf@brucewolfe.net>

**Date:** 1/26/2022, 10:43 PM

**To:** "sfneighborhoods.net" <info@sfneighborhoods.net>

**CC:** "Leger, Cheryl (BOS)" <cheryl.leger@sfgov.org>, Matt Yankee <yankeema@gmail.com>

Not sure I understand, "why does everything have to be a fight?" I have no recollection of direct or challenging interchanges between us. I'm not making any decisions nor suggesting any resistance...yet.

You made a claim, actually a strong assertion which raises concern for me, and I asked a question out of curiosity, **NOT** judgement, about your status and credentials. It's a perfectly reasonable question.

The "media" is not just easily defined by a basic dictionary definition but by legality when you cite law to be complied with. The city issues press passes to the media. The definition needs to be equally corroborated by law, too.

As far as SOTF providing specific notice service, did you put this request in writing? Did you get confirmation of receipt? Our office keeps a pretty solid service list.

Best regards,

Bruce Wolfe, Chair  
SF Sunshine Ordinance Task Force

(Response is very limited during business hours on business days and holidays)

On Wed, Jan 26, 2022, 9:34 PM [sfneighborhoods.net](mailto:info@sfneighborhoods.net) <[info@sfneighborhoods.net](mailto:info@sfneighborhoods.net)> wrote:  
<https://www.dictionary.com/browse/media>

noun

a plural of [medium](#).

(usually used with a plural verb) the means of communication, as radio and television, newspapers, magazines, and the internet, that reach or influence people widely:

I have multiple website on the internet, but lets go with [sfneighborhoods.net](http://sfneighborhoods.net), which I would consider local media. I am a means of communication. I do and try and influence people. I write articles.

Media is a means of communication at the heart of it.

How come everything has to be a fight? Do you have a different definition?

Look if you do not want to extend me the courtesy because you do not consider me and sfneighborhoods a means of communication trying to influence people, I don't know what. I am speechless.

Not only do I think I fit within the definition, but the courts have ruled that public access laws are to be construed broadly for greater public access and the people's right to know.

That is what I am advocating for and also for a strong Sunshine Ordinance Task Force.

Respectfully please tell me where I am wrong.

m sullivan

On 1/26/2022 8:06 PM, Bruce Wolfe wrote:

Mr. Sullivan,

Are you claiming "local media" status? How is this defined for you?

SOTF has been deemed a "policy body" despite being mostly advisory as was created by ordinance in 1993 by the Board of Supervisors prior to Prop G in 1999.

**Bruce Wolfe, Chair**  
**SF Sunshine Ordinance Task Force**

*(Response is very limited during business hours on business days and holidays)*

On Wed, Jan 26, 2022 at 10:11 AM [sfneighborhoods.net](mailto:info@sfneighborhoods.net) <[info@sfneighborhoods.net](mailto:info@sfneighborhoods.net)> wrote:  
Hello Ms. Leger,

I want to remind you back in early 2022 that I wanted to be notified of any special meetings of the taskforce. Please consider this again as a standing request in writing to be notice of all special meetings that are out of the ordinary pursuant to 67.6 (f), (e) and CPRA 54956.

67.6 (f) Special meetings of any policy body, including advisory bodies that choose to establish regular meeting times, may be called at any time by the presiding officer thereof or by a majority of the members thereof, by delivering personally or by mail written notice to each member of such policy body and the **local media who have requested written notice of special meetings in writing.**

There is also 67.6 (e) for passive meeting bodies in case SOTF still consider itself such and CPRA 54956

(a) A special meeting may be called at any time by the presiding officer of the legislative body of a local agency, or by a majority of the members of the legislative body, by delivering written notice to each member of the legislative body and to each local newspaper of general circulation and radio or television station requesting notice in writing and posting a notice on the local agency's Internet Web site, if the local agency has one. The notice shall be delivered personally or by any other means and shall be received at least 24 hours before the time of the meeting as specified in the notice. The call and notice shall specify the time and place of the special meeting and the business to be transacted or discussed. No other business shall be considered at these meetings by the legislative body. The written notice may be dispensed with as to any member who at or prior to the time the meeting convenes files with the clerk or secretary of the legislative body a written waiver of notice. The waiver may be given by telegram. The written notice may also be dispensed with as to any member who is actually present at the meeting at the time it convenes.

Thank you for help in this matter,

m sullivan

# Exhibit 3

**Subject:** Immediate Disclosure Request - Public Record Request  
**From:** "sfneighborhoods.net" <info@sfneighborhoods.net>  
**Date:** 1/28/2022, 10:06 AM  
**To:** "SOTF, (BOS)" <sotf@sfgov.org>

Immediate Disclosure Request - Public Record Request

1/26/2022, 10:43 PM via e-mail, SOTF Chair Wolfe wrote: "As far as SOTF providing specific notice service, did you put this request in writing? Did you get confirmation of receipt? Our office keeps a pretty solid service list."

This pertains to Sunshine Ordinance 67.6 (f) special meeting notice to local media.

- 1 Please provide SOTF "solid service list" of local media that you keep.
- 2 Please provide requirements and procedures to be included on the "solid service list" of local media"
- 3 Please provide the date and time at which the Jan 25, 2022 Agenda was posted on the SOTF website

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## Instructions

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3. If the answer is no responsive public record and public information, please state any entity(s) that may hold the public record(s) and public information. ( (SFSO Sec 67.21 (c)).
4. If you believe the public record(s) and public information can be withheld from public disclosure for any reason, please state the reason (SFSO Sec. 67.27, 67.21 (b), CPRA Sec. 6253(a),(b), 6254, 6254.4.5, 6254.15, 6254.19, 6255(a) ).
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If any of the above request is not clear or specific enough, please do not close the request. Please work with me in making my request effective to obtain identifiable public records and public information. If you do not have possession of any public records and public information requested and believe the public records and public information are with another office or person, please assist in directing those requests to the proper office or staff person. (CPRA 6253.1 and SFSO 67.21 (c))

Thank You

m sullivan

## Exhibit 4

**Subject:** Immediate Disclosure Request - Public Record Request

**From:** "sfneighborhoods.net" <info@sfneighborhoods.net>

**Date:** 2/7/2022, 3:11 PM

**To:** "SOTF, (BOS)" <sotf@sfgov.org>, "Bruce Wolfe (Chair, SOTF, SF)" <sotf@brucewolfe.net>, Matt Yankee <yankeema@gmail.com>

**CC:** Karl Olson <kolson@cofolaw.com>

So I am re sending this immediate record request. Note I am cc Karl Olsen on this.

----- Forwarded Message -----

**Subject:** Immediate Disclosure Request - Public Record Request

**Date:** Fri, 28 Jan 2022 10:06:25 -0800

**From:** sfneighborhoods.net <info@sfneighborhoods.net>

**To:** SOTF, (BOS) <sotf@sfgov.org>

Immediate Disclosure Request - Public Record Request

1/26/2022, 10:43 PM via e-mail, SOTF Chair Wolfe wrote: "As far as SOTF providing specific notice service, did you put this request in writing? Did you get confirmation of receipt? Our office keeps a pretty solid service list."

This pertains to Sunshine Ordinance 67.6 (f) special meeting notice to local media.

1 Please provide SOTF "solid service list" of local media that you keep.

2 Please provide requirements and procedures to be included on the "solid service list" of local media"

3 Please provide the date and time at which the Jan 25, 2022 Agenda was posted on the SOTF website

If you cannot fulfill this request under Sunshine Ordinance Sec 67.25 Immediacy of Response, please provide legal justification as to why not.

### Instructions

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2. If partial public record and public information fulfillment, please state so, the reason why, and all

entities that may hold the rest of the public record and public information (SFSO Sec. 67.21(b)).

3. If the answer is no responsive public record and public information, please state any entity(s) that may hold the public record(s) and public information. ( SFSO Sec 67.21 (c)).

4. If you believe the public record(s) and public information can be withheld from public disclosure for any reason, please state the reason (SFSO Sec. 67.27, 67.21 (b), CPRA Sec. 6253(a),(b), 6254, 6254.4.5, 6254.15, 6254.19, 6255(a) ).

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If any of the above request is not clear or specific enough, please do not close the request. Please work with me in making my request effective to obtain identifiable public records and public information. If you do not have possession of any public records and public information requested and believe the public records and public information are with another office or person, please assist in directing those requests to the proper office or staff person. (CPRA 6253.1 and SFSO 67.21 (c))

Thank You

m sullivan



## Exhibit 5

**Subject:** RE: Immediate Disclosure Request - Public Record Request  
**From:** "SOTF, (BOS)" <sotf@sfgov.org>  
**Date:** 2/15/2022, 3:37 PM  
**To:** sfneighborhoods.net <info@sfneighborhoods.net>

Mr. Sullivan: The SOTF retreat agenda was posted on January 21 at approximately 7:50 pm.

Cheryl Leger  
Assistant Clerk, Board of Supervisors  
[Cheryl.Leger@sfgov.org](mailto:Cheryl.Leger@sfgov.org)  
Tel: 415-554-7724  
Fax: 415-554-5163  
[www.sfbos.org](http://www.sfbos.org)



Click [here](#) to complete a Board of Supervisors Customer Service Satisfaction form.

The [Legislative Research Center](#) provides 24-hour access to Board of Supervisors legislation, and archived matters since August 1998.

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**From:** sfneighborhoods.net <info@sfneighborhoods.net>  
**Sent:** Tuesday, February 8, 2022 1:11 PM  
**To:** SOTF, (BOS) <sotf@sfgov.org>  
**Cc:** Karl Olson <kolson@cofolaw.com>  
**Subject:** Re: Immediate Disclosure Request - Public Record Request

Hello Ms. Leger,

I am not interested in a voluminous amount of records or information. To clarify, I am only requesting (1) the service list of local media that SOTF uses to notify local media of any SOTF special meetings (should be 1 document), (2) the requirements and procedures to be included on this SOTF service list of local media for special meeting notification (should be 1 document and readily available), and (3) the date and time at which the SOTF Jan 25, 2022 retreat meeting (special meeting) Agenda was posted on the SOTF website (should be readily available).

If there are voluminous records or information on any of the above, please help me make a more focused request under Sunshine Ordinance Sec. 67.21(c) in assisting "in identifying the existence, form, and nature of any records or information maintained by, available to, or in the custody of the custodian" and "provide in writing within seven days following receipt of a request, a statement as to the existence, quantity, form and nature of records relating to a particular subject or questions with enough specificity" that I can narrow my request.

Since you are saying voluminous amount of information, if you could give me an approximate number or records for each of the requests 1-3, the sooner you do this, the less burdensome I can possibly make my request.

Both 2 and 3 request should be readily available and should be made public within the IDR time. Sunshine Ordinance

Sec 67.25 says "Maximum deadlines provided in this article are appropriate for more extensive or demanding requests, but shall not be used to delay fulfilling a simple, routine or otherwise readily answerable request." Sec 67.21 "without unreasonable delay" and CPRA 6253 (d) "Nothing in this chapter shall be construed to permit an agency to delay or obstruct the inspection or copying of public records."

My Immediate Disclosure Request was made:

**Subject:**Immediate Disclosure Request - Public Record Request

**Date:**Fri, 28 Jan 2022 10:06:25

Thank you for your help in this matter,

m sullivan

On 2/8/2022 9:46 AM, SOTF, (BOS) wrote:

Mr. Sullivan: We are in receipt of the IDR and invoke a 10-day extension due to the voluminous nature of the information requested and need for any redactions as required or necessary.

Cheryl Leger  
Assistant Clerk, Board of Supervisors  
[Cheryl.Leger@sfgov.org](mailto:Cheryl.Leger@sfgov.org)  
Tel: 415-554-7724  
Fax: 415-554-5163  
[www.sfbos.org](http://www.sfbos.org)



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**From:** sfneighborhoods.net <[info@sfneighborhoods.net](mailto:info@sfneighborhoods.net)>

**Sent:** Monday, February 7, 2022 3:12 PM

**To:** SOTF, (BOS) <[sotf@sfgov.org](mailto:sotf@sfgov.org)>; Bruce Wolfe (Chair, SOTF, SF) <[sotf@brucewolfe.net](mailto:sotf@brucewolfe.net)>; Matt Yankee <[yankeema@gmail.com](mailto:yankeema@gmail.com)>

**Cc:** Karl Olson <[kolson@cofolaw.com](mailto:kolson@cofolaw.com)>

**Subject:** Immediate Disclosure Request - Public Record Request

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

So I am re sending this immediate record request. Note I am cc Karl Olsen on this.

----- Forwarded Message -----

**Subject:** Immediate Disclosure Request - Public Record Request

**Date:** Fri, 28 Jan 2022 10:06:25 -0800

**From:** sfneighborhoods.net <info@sfneighborhoods.net>

**To:** SOTF, (BOS) <sotf@sfgov.org>

Immediate Disclosure Request - Public Record Request

1/26/2022, 10:43 PM via e-mail, SOTF Chair Wolfe wrote: "As far as SOTF providing specific notice service, did you put this request in writing? Did you get confirmation of receipt? Our office keeps a pretty solid service list."

This pertains to Sunshine Ordinance 67.6 (f) special meeting notice to local media.

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#### Instructions

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4. If you believe the public record(s) and public information can be withheld from public disclosure for any reason, please state the reason (SFSO Sec. 67.27, 67.21 (b), CPRA Sec. 6253(a),(b), 6254, 6254.4.5, 6254.15, 6254.19, 6255(a) ).
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Thank You  
m sullivan

## Exhibit 6

**Subject:** Re: Immediate Disclosure Request - Public Record Request

**From:** "sfneighborhoods.net" <info@sfneighborhoods.net>

**Date:** 3/1/2022, 10:01 AM

**To:** "SOTF, (BOS)" <sotf@sfgov.org>

**CC:** Karl Olson <kolson@cofolaw.com>, "Young, Victor (BOS)" <victor.young@sfgov.org>

Hello Ms. Leger,

**How about the answer to number 2 is there any additional requirement beyond Sunshine Ordinance 67.6 (f) special meeting notice to local media to be noticed for special meeting of SOTF as a local media?**

**This goes to 1/26/2022, 10:43 PM via e-mail, SOTF Chair Wolfe wrote: "As far as SOTF providing specific notice service, did you put this request in writing? Did you get confirmation of receipt? Our office keeps a pretty solid service list."**

It has been over a month from my original IDR public record request 1/28/2022 to get this information.

Ms. Leger, thank you for getting Number 3 " Please provide the date and time at which the Jan 25, 2022 Agenda was posted on the SOTF website" on 2/15/2022.

Thank you for your help in this matter,

m sullivan

On 3/1/2022 9:47 AM, SOTF, (BOS) wrote:

Dear Mr. Sullivan: The office of the Sunshine Task Force does not keep a list of local media for special meeting notice purposes.

Cheryl Leger  
Assistant Clerk, Board of Supervisors  
[Cheryl.Leger@sfgov.org](mailto:Cheryl.Leger@sfgov.org)  
Tel: 415-554-7724  
Fax: 415-554-5163  
[www.sfbos.org](http://www.sfbos.org)



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## Exhibit 7

**Subject:** Public Record Request

**From:** "sfneighborhoods.net" <info@sfneighborhoods.net>

**Date:** 8/1/2022, 8:50 AM

**To:** "Young, Victor (BOS)" <victor.young@sfgov.org>

Public Record Request

Mr. Young,

I make this record request of you because you seem to be only tangential to the issue of SOTF process or lack of process to notify local media of special meetings with your e-mail address only appearing cc in the last e-mail of records so far made public so far. Also, Ms. Leger being out of the office for a part of the time for this public record request time limit.

1. Please provide copies of all communications of any kind, including email, text, chat, etc. that have not been made public yet, about the subject of Mr. Sullivan, [info@sfneighborhoods.net](mailto:info@sfneighborhoods.net), reiteration of request to be notified of SOTF special meetings on January 26, 2022. Communications involving Leger, Cheryl (BOS) <[cheryl.leger@sfgov.org](mailto:cheryl.leger@sfgov.org)>; Bruce Wolfe (Chair, SOTF, SF) <[sotf@brucewolfe.net](mailto:sotf@brucewolfe.net)>; Matt Yankee [yankeema@gmail.com](mailto:yankeema@gmail.com) and possibly more individuals on the subject.

Records currently public on this issue are found at [https://sfgov.org/sunshine/sites/default/files/sotf\\_080322\\_item3A.pdf](https://sfgov.org/sunshine/sites/default/files/sotf_080322_item3A.pdf)

Exhibit 2 (pages 67-68) and Exhibit 3 (pages 69 – 70).

2. Please provide copies of all communications of any kind, including email, text, chat, etc. about

Subject: Immediate Disclosure Request - Public Record Request

From: "sfneighborhoods.net" <[info@sfneighborhoods.net](mailto:info@sfneighborhoods.net)>

Date: 1/28/2022, 10:06 AM

To: "SOTF, (BOS)" [sotf@sfgov.org](mailto:sotf@sfgov.org)

There was no response to this first request.

[https://sfgov.org/sunshine/sites/default/files/sotf\\_080322\\_item3A.pdf](https://sfgov.org/sunshine/sites/default/files/sotf_080322_item3A.pdf)

Exhibit 4 (page 71)

3. Please provide copies of all communications of any kind, including email, text, chat, etc. about Mr. Sullivan's second attempt that have not been made public

Subject: Immediate Disclosure Request - Public Record Request

From: "sfneighborhoods.net" <[info@sfneighborhoods.net](mailto:info@sfneighborhoods.net)>

Date: 2/7/2022, 3:11 PM

To: "SOTF, (BOS)" <[sotf@sfgov.org](mailto:sotf@sfgov.org)>, "Bruce Wolfe (Chair, SOTF, SF)" <[sotf@brucewolfe.net](mailto:sotf@brucewolfe.net)>, Matt Yankee <[yankcema@gmail.com](mailto:yankcema@gmail.com)>  
CC: Karl Olson <[kolson@cofolaw.co](mailto:kolson@cofolaw.co)>

The request and responses that are public can be found at [https://sfgov.org/sunshine/sites/default/files/sotf\\_080322\\_item3A.pdf](https://sfgov.org/sunshine/sites/default/files/sotf_080322_item3A.pdf)

Exhibit 5, 6, and 7 (pages 72-77)

It is unnecessary to make records found on [https://sfgov.org/sunshine/sites/default/files/sotf\\_080322\\_item3A.pdf](https://sfgov.org/sunshine/sites/default/files/sotf_080322_item3A.pdf) responsive to these requests.

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Thank You

**Subject:** RE: Sec 67.35 (d) Complaint Re: Public Record Request

**From:** "SOTF, (BOS)" <sotf@sfgov.org>

**Date:** 8/12/2022, 2:34 PM

**To:** Matt Yankee <myankee.sotf@gmail.com>, sfneighborhoods.net <info@sfneighborhoods.net>

**CC:** "Calvillo, Angela (BOS)" <angela.calvillo@sfgov.org>, Jenn Wong <jenn.sotf@gmail.com>, "Young, Victor (BOS)" <victor.young@sfgov.org>

Matthew and Mr. Sullivan: I am compiling a list of all emails that may be responsive to Mr. Sullivan's request as I write this now. In addition, I received an email from Mr. Sullivan but he forgot to tell me who the respondent was (File No. 22091). Mr. Sullivan, just let me know.

Cheryl Leger

Assistant Clerk, Board of Supervisors

[Cheryl.Leger@sfgov.org](mailto:Cheryl.Leger@sfgov.org)

Tel: 415-554-7724

Fax: 415-554-5163

[www.sfbos.org](http://www.sfbos.org)



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**From:** Matt Yankee <myankee.sotf@gmail.com>

**Sent:** Friday, August 12, 2022 2:14 PM

**To:** sfneighborhoods.net <info@sfneighborhoods.net>

**Cc:** SOTF, (BOS) <sotf@sfgov.org>; Calvillo, Angela (BOS) <angela.calvillo@sfgov.org>; Jenn Wong <jenn.sotf@gmail.com>; Leger, Cheryl (BOS) <cheryl.leger@sfgov.org>; Young, Victor (BOS) <victor.young@sfgov.org>

**Subject:** Re: Sec 67.35 (d) Complaint Re: Public Record Request

Mr. Sullivan,

Can you clarify if you are asking that a new file be opened with the Sunshine Ordinance Task Force regarding this complaint, or were you informing us that you intend to file a complaint with the Ethics Commission or a court of competent jurisdiction pursuant to Admin Code 67.35(d):

*(d) Any person may institute proceedings for enforcement and penalties under this act in any court of competent jurisdiction or before the Ethics Commission if enforcement action is not taken by a City or State official 40 days after a complaint is filed.*

Also, if you are indeed requesting that a complaint be opened with the Sunshine Ordinance Task Force, can you specify who in particular you would like named as the respondent (i.e., the entire Task Force, specific members, the SOTF Administrator, other employees, etc.)?

Thank you,

Matt Yankee, Chair  
Sunshine Ordinance Task Force

On Fri, Aug 12, 2022 at 11:18 AM Matt Yankee <[myankee.sotf@gmail.com](mailto:myankee.sotf@gmail.com)> wrote:

Mr. Sullivan,

My understanding was that Cheryl Leger, as the Sunshine Ordinance Task Force Administrator and our custodian of records, had responded to your request based on her initial email response from August 1, 2022.

Nonetheless and to avoid any further delays, I am attaching responsive documents that are also in my possession. Note that this may not be an exhaustive list of responsive documents since I may not have been included on all requested correspondences at that time nor am I the custodian of records for the Sunshine Ordinance Task Force.

Thank you for bringing this matter to our attention.

Regards,

Matt Yankee, Chair  
Sunshine Ordinance Task Force

On Fri, Aug 12, 2022 at 9:22 AM [sfneighborhoods.net](mailto:info@sfneighborhoods.net) <[info@sfneighborhoods.net](mailto:info@sfneighborhoods.net)> wrote:

Hello Chair Yankee, Vice Chair Wong, Ms. Calvillo and Ms. Leger,

It has been over 10 days since my public record request below, so I am making a Sunshine Ordinance Sec. 67.35 (d) complaint.

Eventually these records will be public. I would prefer "without unreasonable delay" Sec 67.21 (a) and CPRA Sec. 6253 (d) "Nothing in this chapter shall be construed to permit an agency to delay or obstruct the inspection or copying of public records."

Thank you for your help in this matter,

m sullivan

On 8/1/2022 11:43 AM, SOTF, (BOS) wrote:

Mr. Sullivan: I am in receipt of and thank you for your email below. I am working on your request as I write this email.

I will be out of the office August 5 through August 8. For questions regarding the Sunshine Ordinance, please contact Victor Young at [Victor.Young@sfgov.org](mailto:Victor.Young@sfgov.org).

Cheryl Leger  
Assistant Clerk, Board of Supervisors  
[Cheryl.Leger@sfgov.org](mailto:Cheryl.Leger@sfgov.org)  
Tel: 415-554-7724  
Fax: 415-554-5163



[www.sfbos.org](http://www.sfbos.org)



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**From:** Young, Victor (BOS) <[victor.young@sfgov.org](mailto:victor.young@sfgov.org)>  
**Sent:** Monday, August 1, 2022 10:07 AM  
**To:** [sfneighborhoods.net](mailto:info@sfneighborhoods.net) <[info@sfneighborhoods.net](mailto:info@sfneighborhoods.net)>  
**Cc:** SOTF, (BOS) <[sotf@sfgov.org](mailto:sotf@sfgov.org)>; Bruce Wolfe <[sotf@brucewolfe.net](mailto:sotf@brucewolfe.net)>; [myankee.sotf@gmail.com](mailto:myankee.sotf@gmail.com);  
Calvillo, Angela (BOS) <[angela.calvillo@sfgov.org](mailto:angela.calvillo@sfgov.org)>  
**Subject:** RE: Public Record Request

Good Morning:

Through this email I am forwarding your public records request to the parties in question as I am not familiar with situation and the day to day operations of the Task Force. I will follow up with Ms. Leger to try to get a response to shortly.

Victor Young  
Assistant Clerk  
Board of Supervisors  
phone 415-554-7723 | fax 415-554-5163  
[victor.young@sfgov.org](mailto:victor.young@sfgov.org) | [www.sfbos.org](http://www.sfbos.org)

**From:** [sfneighborhoods.net](mailto:info@sfneighborhoods.net) <[info@sfneighborhoods.net](mailto:info@sfneighborhoods.net)>  
**Sent:** Monday, August 1, 2022 8:51 AM  
**To:** Young, Victor (BOS) <[victor.young@sfgov.org](mailto:victor.young@sfgov.org)>  
**Subject:** Public Record Request

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Public Record Request

Mr. Young,

I make this record request of you because you seem to be only tangential to the issue of SOTF process or lack of process to notify local media of special meetings with your e-mail address only

appearing cc in the last e-mail of records so far made public so far. Also, Ms. Leger being out of the office for a part of the time for this public record request time limit.

1. Please provide copies of all communications of any kind, including email, text, chat, etc. that have not been made public yet, about the subject of Mr. Sullivan, [info@sfneighborhoods.net](mailto:info@sfneighborhoods.net), reiteration of request to be notified of SOTF special meetings on January 26, 2022. Communications involving Leger, Cheryl (BOS) [cheryl.leger@sfgov.org](mailto:cheryl.leger@sfgov.org); Bruce Wolfe (Chair, SOTF, SF) [sotf@brucewolfe.net](mailto:sotf@brucewolfe.net); Matt Yankee [yankeema@gmail.com](mailto:yankeema@gmail.com) and possibly more individuals on the subject.

Records currently public on this issue are found at [https://sfgov.org/sunshine/sites/default/files/sotf\\_080322\\_item3A.pdf](https://sfgov.org/sunshine/sites/default/files/sotf_080322_item3A.pdf)  
Exhibit 2 (pages 67-68) and Exhibit 3 (pages 69 – 70).

2. Please provide copies of all communications of any kind, including email, text, chat, etc. about

Subject: Immediate Disclosure Request - Public Record Request  
From: "sfneighborhoods.net" [info@sfneighborhoods.net](mailto:info@sfneighborhoods.net)  
Date: 1/28/2022, 10:06 AM  
To: "SOTF, (BOS)" [sotf@sfgov.org](mailto:sotf@sfgov.org)

There was no response to this first request.

[https://sfgov.org/sunshine/sites/default/files/sotf\\_080322\\_item3A.pdf](https://sfgov.org/sunshine/sites/default/files/sotf_080322_item3A.pdf)  
Exhibit 4 (page 71)

3. Please provide copies of all communications of any kind, including email, text, chat, etc. about Mr. Sullivan's second attempt that have not been made public

Subject: Immediate Disclosure Request - Public Record Request  
From: "sfneighborhoods.net" [info@sfneighborhoods.net](mailto:info@sfneighborhoods.net)  
Date: 2/7/2022, 3:11 PM  
To: "SOTF, (BOS)" [sotf@sfgov.org](mailto:sotf@sfgov.org), "Bruce Wolfe (Chair, SOTF, SF)" [sotf@brucewolfe.net](mailto:sotf@brucewolfe.net),  
Matt  
Yankee [yankeema@gmail.com](mailto:yankeema@gmail.com)  
CC: Karl Olson [kolson@cofolaw.co](mailto:kolson@cofolaw.co)

The request and responses that are public can be found at [https://sfgov.org/sunshine/sites/default/files/sotf\\_080322\\_item3A.pdf](https://sfgov.org/sunshine/sites/default/files/sotf_080322_item3A.pdf)  
Exhibit 5, 6, and 7 (pages 72-77)

It is unnecessary to make records found on [https://sfgov.org/sunshine/sites/default/files/sotf\\_080322\\_item3A.pdf](https://sfgov.org/sunshine/sites/default/files/sotf_080322_item3A.pdf) responsive to these requests.

#### Instructions

1. With each listed public record and public information request, please provide all the public records and public information concerning that request.
  2. If partial public record and public information fulfillment, please state so, the reason why, and all entities that may hold the rest of the public record and public information (SFSO Sec. 67.21(b)).
  3. If the answer is no responsive public record and public information, please state any entity(s) that may hold the public record(s) and public information. ( SFSO Sec 67.21 (c)).
  4. If you believe the public record(s) and public information can be withheld from public disclosure for any reason, please state the reason (SFSO Sec. 67.27, 67.21 (b), CPRA Sec. 6253(a),(b), 6254, 6254.4.5, 6254.15, 6254.19, 6255(a) ).
  5. If you believe the public records and public information are with another organization or person and not with the city, please state the reason you do not think you are required to acquire the public record(s) and public information.
- If any of the above request is not clear or specific enough, please do not close the request. Please

work with me in making my request effective to obtain identifiable public records and public information. If you do not have possession or access to of any public records and public information requested and believe the public records and public information are with another office or person, please assist in directing those requests to the proper office or staff person. (CPRA 6253.1 and SFSO 67.21 (c))

Thank You

**Subject:** Re: Sec 67.35 (d) Complaint Re: Public Record Request

**From:** Matt Yankee <myankee.sotf@gmail.com>

**Date:** 8/12/2022, 5:21 PM

**To:** "sfneighborhoods.net" <info@sfneighborhoods.net>

**CC:** "SOTF, (BOS)" <sotf@sfgov.org>, "Calvillo, Angela (BOS)" <angela.calvillo@sfgov.org>, Jenn Wong <jenn.sotf@gmail.com>, "Leger, Cheryl (BOS)" <cheryl.leger@sfgov.org>, "Young, Victor (BOS)" <victor.young@sfgov.org>

Mr. Sullivan,

Thank you for your clarification.

Best,

Matt

On Aug 12, 2022, at 4:34 PM, sfneighborhoods.net <info@sfneighborhoods.net> wrote:

Chair Yankee,

I am not filing a SOTF complaint or asking for a SOTF hearing. I am filing a complaint under Admin Code 67.35 (d).

My interpretation of Admin Code 67.35 (d) in relation to the whole Sunshine Ordinance, is that any person can complain to a City official that has the power to take action to enforce provisions of the Sunshine Ordinance in their department, employees, taskforce, commission or entity. If that city official does not take enforcement action to comply with the Sunshine Ordinance in 40 days, the person may *"may institute proceedings for enforcement and penalties under this act in any court of competent jurisdiction or before the Ethics Commission."*

The short explanation why I believe the above: There is no mention of SOTF or SOTF determination of a complaint in the whole article of Sec 67.35 (a), (b), (c) or (d); 40 days is different than time frames laid out for SOTF in Sec 67.21 (e) to hear a complaint or determine; there is language in a number of sections requiring Mayor, elected officials, managerial employees Sec 67.31, 67.32, 67.33, 67.34 to make sure employees are trained and duties imposed of the Sunshine Ordinance and other public access laws are discharged following public access laws, and Admin Code 67.35 (d) simply states *"City or State official"* with no further specification.

Sec 67.21 (f) *"The administrative remedy provided under this article shall in no way limit the availability of other administrative remedies provided to any person with respect to any officer or employee of any agency, executive office, department or board; nor shall the administrative remedy provided by this section in any way limit the availability of judicial remedies otherwise available to any person requesting a public record. If a custodian of a public record refuses or fails to comply with the*

request of any person for inspection or copy of a public record or with an administrative order under this section, the superior court shall have jurisdiction to order compliance."

Admin Code 67.35 (d) appears to be an "other administrative remedies provided to any person with respect to any officer or employee of any agency, executive office, department or board;" ended in a semi-colon. It is the only way Admin Code 67.35 (d) makes logical sense. The above Sec 67.21 (f) already say "the superior court shall have jurisdiction to order compliance", so Admin Code 67.35 (d) is not needed to just repeat this. Admin Code 67.35 (d) says more.

My public record request purpose is a fact finding request for public records for the prior special meeting notification communication and public record requests. I do not make conclusions or complaint of who until or what violation(s) have occurred without trying to get all the fact.

thank you for your attention to this matter,

m sullivan

On 8/12/2022 2:13 PM, Matt Yankee wrote:

Mr. Sullivan,

Can you clarify if you are asking that a new file be opened with the Sunshine Ordinance Task Force regarding this complaint, or were you informing us that you intend to file a complaint with the Ethics Commission or a court of competent jurisdiction pursuant to Admin Code 67.35(d):

*(d) Any person may institute proceedings for enforcement and penalties under this act in any court of competent jurisdiction or before the Ethics Commission if enforcement action is not taken by a City or State official 40 days after a complaint is filed.*

Also, if you are indeed requesting that a complaint be opened with the Sunshine Ordinance Task Force, can you specify who in particular you would like named as the respondent (i.e., the entire Task Force, specific members, the SOTF Administrator, other employees, etc.)?

Thank you,

Matt Yankee, Chair  
Sunshine Ordinance Task Force

**Subject:** Re: SOTF - Response to Mark Sullivan IDR requesting information of Special Meetings

**From:** "sfneighborhoods.net" <info@sfneighborhoods.net>

**Date:** 8/15/2022, 2:59 PM

**To:** "SOTF, (BOS)" <sotf@sfgov.org>

**CC:** "Young, Victor (BOS)" <victor.young@sfgov.org>, "Calvillo, Angela (BOS)"

<angela.calvillo@sfgov.org>, "Leger, Cheryl (BOS)" <cheryl.leger@sfgov.org>, "Somera, Alisa (BOS)"

<alisa.somera@sfgov.org>

Ms Leger,

Thank you for the records.

Chair Yankee has given the exchange e-mails he had in response to my record request dated August 1, 2022 to Mr Young who forward it to you, Ms. Leger. The request was not an IDR.

In the e-mail exchange dating February 7-8, 2022, you are e-mailed and reply. Mr. Young, the Chair Wolfe and then Vice Chair Yankee are in the exchange. Mr Young twice states that there is not service list of notice for meetings and you repeat that to then Chair Wolfe.

These and any other exchanges are what my August 1, 2022 public request is about. Your responsive records should include these e-mail exchanges any others starting from January 26, 2022 when the Chair Wolfe questions me being local media, thinking about it, and states that our office keeps "a solid service list".

Any internal e-mail exchanges to ignore my January 28, 2022 IDR public record request for the solid service list and SOTF procedures to get on that solid service list.

Any internal e-mail exchanges on my repeating the January 28, 2022 IDR on February 7, 2022. I have Chair Yankee's records of this.

Then on March 1, 2022 you write and tell me "The office of the Sunshine Task Force does not keep a list of local media for special meeting notice purposes."

So any internal communications during this period about the above is what I am interested in and what the Ethic Commission investigator is going to be interested in.

If I can clarify anything, please let me know.

Thank you for your help with this matter,

m sullivan

On 8/15/2022 12:13 PM, SOTF, (BOS) wrote:

Mr. Sullivan: This email is in response to your request for information dated August 1, 2022 on your request to be notified of Special Meetings of the SOTF. I have put together some emails I found searching using the term

“special” in each of my directories and have attached them here. In regards to a “list of media” that are notified of SOTF Special hearings, the Task Force does not keep such a list. However, we do refer interested parties to the Sunshine Task Force webpage. Let me know if you have other requests.

Cheryl Leger

Assistant Clerk, Board of Supervisors

[Cheryl.Leger@sfgov.org](mailto:Cheryl.Leger@sfgov.org)

Tel: 415-554-7724

Fax: 415-554-5163

[www.sfbos.org](http://www.sfbos.org)



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## **Respondent's Response**



---

**From:** Bruce Wolfe <sotf@brucewolfe.net>  
**Sent:** Monday, September 25, 2023 5:12 AM  
**To:** SOTF, (BOS)  
**Cc:** sfneighborhoods.net; myankee.sotf@gmail.com; jenn.sotf@gmail.com  
**Subject:** Re: SOTF - Complaint Filed with the Sunshine Ordinance Task Force - File No. 22115  
**Attachments:** 22115-Sullivan-v-Wolfe\_Response-Letter.pdf; Affirmation Letter 22115.pdf; 22115-Email\_Immediate Disclosure Request-Public Record Request\_1.pdf; 22115-Email\_Immediate Disclosure Request-Public Record Request\_0.pdf; SOTF-continue-combine\_22115-22116\_BruceWolfe.pdf; 22115-Email\_Immediate Disclosure Request-Public Record Request\_2.pdf

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Disregard my last email for FILE #22115 and replace with these attachments as per my message on Sept, 18, 2023

***Bruce Wolfe, Seat 11 - Disability Representative  
SF Sunshine Ordinance Task Force***

*(Please note that I do not check this email account daily, on weekends and holidays and other times. For immediate disclosure requests and other urgent matters related to the Sunshine Ordinance Task Force, please email [sotf@sfgov.org](mailto:sotf@sfgov.org).)*

On Mon, Sep 25, 2023 at 5:03 AM Bruce Wolfe <[sotf@brucewolfe.net](mailto:sotf@brucewolfe.net)> wrote:

Please find my documents and affirmation letter attached as per my previous message on September 18, 2023.

***Bruce Wolfe, Seat 11 - Disability Representative  
SF Sunshine Ordinance Task Force***

*(Please note that I do not check this email account daily, on weekends and holidays and other times. For immediate disclosure requests and other urgent matters related to the Sunshine Ordinance Task Force, please email [sotf@sfgov.org](mailto:sotf@sfgov.org).)*

On Thu, Sep 21, 2023 at 2:32 PM Bruce Wolfe <[sotf@brucewolfe.net](mailto:sotf@brucewolfe.net)> wrote:

Dear Cheryl,

I've received no confirmation of receipt of my request of Monday, Sept 18, 2023. Please respond.

***Bruce Wolfe, Seat 11 - Disability Representative  
SF Sunshine Ordinance Task Force***

*(Please note that I do not check this email account daily, on weekends and holidays and other times. For immediate disclosure requests and other urgent matters related to the Sunshine Ordinance Task Force, please email [sotf@sfgov.org](mailto:sotf@sfgov.org).)*

~~~~~

On Mon, Sep 18, 2023 at 6:12 PM Bruce Wolfe <[sotf@brucewolfe.net](mailto:sotf@brucewolfe.net)> wrote:

I am in receipt of this notice on Monday, Sept 18, 2023 at 5:00pm and will respond on Monday, Sept 25, 2023 by 5:00pm complying with the 5 business days upon receipt of the notice rule.

Additionally, I, respectfully, request a continuance of this file at the Tuesday, Sept 26, 2023 EOTC meeting due to special circumstances as per the Complaint Procedure Section C(5) due to previously scheduled activity some weeks ago that cannot be rescheduled on such short notice. I retain my right to representation by attending a meeting scheduled at another time, and request ADA accommodation to be able to attend by telephone or other remote electronic medium.

Thank you.

Sincerely,  
**Bruce Wolfe, Seat 11 - Disability Representative**  
**SF Sunshine Ordinance Task Force**

*(Response is very limited during business hours on business days and none on weekends, holidays and all other times)*

~~~~~

On Fri, Sep 15, 2023 at 9:08 AM SOTF, (BOS) <[sotf@sfgov.org](mailto:sotf@sfgov.org)> wrote:

Good Morning:

Bruce Wolfe has been named as a Respondent in the attached complaint filed with the Sunshine Ordinance Task Force (SOTF). In an effort to provide the SOTF information in an easy to understand format the SOTF has prepared a revised request format for responding to complaints (attached). **The SOTF requests that you submit your response to our office the allegations including any and all supporting documents, recordings, electronic media, etc., to the Task Force within five (5) business days of receipt of this notice.** In developing and submitting your response, please use the attached instructions, "Preparing San Francisco Sunshine Ordinance Task Force Respondents Materials," to address your defense of this complaint. This is your opportunity to provide a detailed explanation to allow the Task Force to be fully informed in considering your response prior to the meeting.

Please refer to the File Number 22115 when submitting any new information and/or supporting documents pertaining to this complaint.

Cheryl Leger

Assistant Clerk, Board of Supervisors

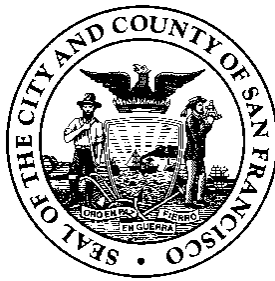
Tel: 415-554-7724

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SUNSHINE ORDINANCE  
TASK FORCE



City Hall  
1 Dr. Carlton B. Goodlett Place, Room 244  
San Francisco 94102-4689  
Tel. No. (415) 554-7724  
Fax No. (415) 554-7854  
TDD/TTY No. (415) 554-5227

To: SOTF Administrator  
Re: Response to Complaint File #22115 - Sullivan v Wolfe

Dear Ms. Leger,

Please submit for the record regarding these two complaints and deliver to the appropriate committee chair, and SOTF Chair and Co-Chair.

My submission is based on previous communications expressing the timing of the complaint notice and notice to appear, and it being a holiday over two days I observe plus dealing with a disability this being the earliest I could submit.

The Petitioner/Complainant alleges that I had somehow disrupted the process of a request. I was made aware by the requester that an IDR was being "resent" to the SOTF Office requesting this information. The IDR was not a request of me. This complaint is directed to the incorrect party as I was not the custodian of the record and did assist them to an office that may, not to deter or delay disclosure of the records.

While the complaint may be within the jurisdiction of the SOTF, **I contend there was no wrongdoing or non-compliance on my part as SOTF Chair (at the time) with regards to this complaint and, respectfully, request that this complaint be DISMISSED.**

From the Petitioner/Complainant's details the request appears to originally be directed to our SOTF Office for a "local media service" list on January 28, 2022 which was not sent to me. Subsequently, according to the same details the same IDR was resent, again, directed to our SOTF Office. This time the requester included myself, Vice-Chair Yankee and Victor Young to be made aware of the request directed to the SOTF Office.

This local media list, if it exists, would be managed and curated by the SOTF Office as it pertains to the noticing of policy body Special Meetings as per Administrative Code 67.6(f), as follows, "Special meetings of any policy body, including advisory bodies that choose to establish regular meeting times, may be called at any time by the presiding officer thereof or by a majority of the members thereof, by delivering personally or by mail written notice to each member of such policy body and the local media who have requested written notice of special meetings in writing."

At no time is or has the Chair, the Vice-Chair or any other SOTF Member in my over 15 years of service on SOTF are custodians of this particular record. The only response any of us could give to the requester is under Administrative Code 67.21(c) to assist and direct the requester to the

SOTF Office where agendas are printed and delivered. It was not something that was ever asked of me before. I have never been involved in the physical creation or delivery of agendas at all.

On January 26, 2022 @ 10:11am (see email), I was made aware of an email message from the requester to SOTF Administrator Cheryl Leger stating, "I want to remind you back in early 2022 that I wanted to be notified of any special meetings of the taskforce. Please consider this again as a standing request in writing to be notice of all special meetings that are out of the ordinary pursuant to 67.6 (f), (e) and CPRA 54956." I responded on January 26, 2022 @ 10:43am (see email), "As far as SOTF providing specific notice service, did you put this request in writing? Did you get confirmation of receipt? Our office keeps a pretty solid service list."

This message was not an IDR nor was it a request for any records. It was purely to be notified when a special meetings of SOTF were.

I have no record thereafter of email messages or any other document of an IDR sent on January 28, 2022 as per the Petitioner/Complainant's details in this complaint.

In the course of my being made aware of an IDR that was "resent" on February 7, 2022 @ 3:37pm (see email) I inquired with SOTF Office and Vice-Chair Yankee inquiring about such a list which I assumed but didn't know if existed or not. Knowing this was an IDR and the timeline to reply, I asked if the record existed and if it would need to be redacted. Considering the time of day nearing the end-of-business I suggested that a response be given including an extension be invoked so as to give SOTF Office some time to create, format, redact or anything else that may be required before disclosure. SOTF Office agreed as they weren't aware of any list but would inquire. The following day on February 8, 2022 @ 12:12pm I received an email from SOTF Office saying that Victor Young was not aware of any list.

The Petitioner/Complainant alleges that I was holding up the process after I was told it didn't exist according to the SOTF Office. This is not a fact according to the timeline in the thread of discussion in the email that is included in this complaint record.

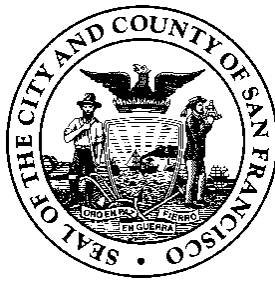
[find the email] assisted the requester to the SOTF Office where I believed the record they were seeking may be. To that end, my duties and responsibilities under the Sunshine Ordinance were fulfilled and completed.

Any other discussion between myself and the SOTF Office and/or Co-Chair was purely administrative in order to help fulfill the request, not delay it. Any other actions to communicate with the requester on the findings thereafter were made at the decision of the SOTF Administrator's Office.

**Again, I was not the named requester in this IDR and had no custody or actual knowledge of the records being requested.**

While the complaint may be within the jurisdiction of the SOTF, **I contend there was no wrongdoing or non-compliance on my part as SOTF Chair (at the time) with regards to this complaint and, respectfully, request that this complaint be DISMISSED.**

**SUNSHINE ORDINANCE  
TASK FORCE**



**City Hall  
1 Dr. Carlton B. Goodlett Place, Room 244  
San Francisco 94102-4689  
Tel. No. (415) 554-7724  
Fax No. (415) 554-7854  
TDD/TTY No. (415) 554-5227**

Thank you for your attention to this matter.

Regards,

A handwritten signature in black ink, appearing to read "BM Wolfe".

Bruce M. Wolfe, MSW  
Seat 11, Disability Representative



Bruce Wolfe &lt;sotf@brucewolfe.net&gt;

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**Immediate Disclosure Request - Public Record Request**

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**Bruce Wolfe** <sotf@brucewolfe.net>  
To: "SOTF, (BOS)" <sotf@sfgov.org>  
Cc: Matt Yankee <yankeema@gmail.com>

Tue, Feb 8, 2022 at 5:52 PM

I'm confused. I know of members of the public who have mentioned having active standing requests for SOTF to send them agendas either in hard copy or notice that agendas are posted. This is the service list.

If there isn't a list then I ask that a search of SOTF emails for requests for notice of agendas be done for 2020 & 2021.

Best regards,

Bruce Wolfe, Chair  
SF Sunshine Ordinance Task Force

(Response is very limited during business hours on business days and holidays)

~~~~~

On Tue, Feb 8, 2022, 8:43 AM SOTF, (BOS) <sotf@sfgov.org> wrote:

Matthew and Bruce: See Victor's response below.

Cheryl

---

**From:** Young, Victor (BOS) <victor.young@sfgov.org>  
**Sent:** Monday, February 7, 2022 4:34 PM  
**To:** SOTF, (BOS) <sotf@sfgov.org>  
**Cc:** Calvillo, Angela (BOS) <angela.calvillo@sfgov.org>  
**Subject:** RE: Immediate Disclosure Request - Public Record Request

Cheryl:

The SOTF does not maintain a mailing list for agenda or other documents. We inform members of the public that all notices are posted on our website (I believe by Friday at the latest for the Task Force).

You can retrieve the date and time agenda posted from the tracking chart we enter or posting times into every week.

Victor Young  
Assistant Clerk

Board of Supervisors  
phone 415-554-7723 | fax 415-554-5163

[victor.young@sfgov.org](mailto:victor.young@sfgov.org) | [www.sfbos.org](http://www.sfbos.org)

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**From:** SOTF, (BOS) <[sotf@sfgov.org](mailto:sotf@sfgov.org)>  
**Sent:** Monday, February 7, 2022 3:58 PM  
**To:** Young, Victor (BOS) <[victor.young@sfgov.org](mailto:victor.young@sfgov.org)>  
**Subject:** FW: Immediate Disclosure Request - Public Record Request

Again, do we have a service list for local media? Thank you.

Cheryl

---

**From:** Bruce Wolfe <[sotf@brucewolfe.net](mailto:sotf@brucewolfe.net)>  
**Sent:** Monday, February 7, 2022 3:37 PM  
**To:** SOTF, (BOS) <[sotf@sfgov.org](mailto:sotf@sfgov.org)>  
**Cc:** Matt Yankee <[yankeema@gmail.com](mailto:yankeema@gmail.com)>  
**Subject:** Fwd: Immediate Disclosure Request - Public Record Request

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

**DO NOT RESPOND TO THIS IDR UNTIL END OF BUSINESS TUESDAY**

Cheryl, a couple of questions:

QUESTION: Is the service list an extensive list? As I recall in previous years it has been.

QUESTION: Will it need to be redacted?

Cheryl & Matt:

QUESTION: Can we agree that a response is in order by the end of business Tuesday that we "are in receipt of the IDR and invoke a 10-day extension due to the voluminous nature of the information requested and need for any redactions as required or necessary."?

Thanks.



**Bruce Wolfe, Chair**

**SF Sunshine Ordinance Task Force**

**(Response is very limited during business hours on business days and holidays)**

~~~~~

----- Forwarded message -----

From: [sfneighborhoods.net](mailto:info@sfneighborhoods.net) <[info@sfneighborhoods.net](mailto:info@sfneighborhoods.net)>

Date: Mon, Feb 7, 2022 at 3:11 PM

Subject: Immediate Disclosure Request - Public Record Request

To: SOTF, (BOS) <[sotf@sfgov.org](mailto:sotf@sfgov.org)>, Bruce Wolfe (Chair, SOTF, SF) <[sotf@brucewolfe.net](mailto:sotf@brucewolfe.net)>, Matt Yankee <[yankeema@gmail.com](mailto:yankeema@gmail.com)>

Cc: Karl Olson <[kolson@cofolaw.com](mailto:kolson@cofolaw.com)>

So I am re sending this immediate record request. Note I am cc Karl Olsen on this.

----- Forwarded Message -----

**Subject:**Immediate Disclosure Request - Public Record Request

**Date:**Fri, 28 Jan 2022 10:06:25 -0800

**From:**[sfneighborhoods.net](mailto:info@sfneighborhoods.net) <[info@sfneighborhoods.net](mailto:info@sfneighborhoods.net)>

**To:**SOTF, (BOS) <[sotf@sfgov.org](mailto:sotf@sfgov.org)>

Immediate Disclosure Request - Public Record Request

1/26/2022, 10:43 PM via e-mail, SOTF Chair Wolfe wrote: "As far as SOTF providing specific notice service, did you put this request in writing? Did you get confirmation of receipt? Our office keeps a pretty solid service list."

This pertains to Sunshine Ordinance 67.6 (f) special meeting notice to local media.

1. 1 Please provide SOTF "solid service list" of local media that you keep.
2. 2 Please provide requirements and procedures to be included on the "solid service list" of local media"
3. 3 Please provide the date and time at which the Jan 25, 2022 Agenda was posted on the SOTF website

If you cannot fulfill this request under Sunshine Ordinance Sec 67.25 Immediacy of Response, please provide legal justification as to why not.

Instructions

1. With each listed public record and public information request, please provide all the public records and public information concerning that request.
2. If partial public record and public information fulfillment, please state so, the reason why, and all entities that may hold the rest of the public record and public information (SFSO Sec. 67.21(b)).
3. If the answer is no responsive public record and public information, please state any entity(s) that may hold the public record(s) and public information. ( (SFSO Sec 67.21 (c)).
4. If you believe the public record(s) and public information can be withheld from public disclosure for any reason, please state the reason (SFSO Sec. 67.27, 67.21 (b), CPRA Sec. 6253(a),(b), 6254, 6254.4.5, 6254.15, 6254.19, 6255(a) ).
5. If you believe the public records and public information are with another organization or person and not with the city, please state the reason you do not think you are required to acquire the public record(s) and public information.

If any of the above request is not clear or specific enough, please do not close the request. Please work with me in making my request effective to obtain identifiable public records and public information. If you do not have possession of any public records and public information requested and believe the public records and public information are with another office or person, please assist in directing those requests to the proper office or staff person. (CPRA 6253.1 and SFSO 67.21 (c))

Thank You

m sullivan



Bruce Wolfe &lt;sotf@brucewolfe.net&gt;

## Notification of Special Meetings

Bruce Wolfe &lt;sotf@brucewolfe.net&gt;

Wed, Jan 26, 2022 at 10:43 PM

To: "sfneighborhoods.net" &lt;info@sfneighborhoods.net&gt;

Cc: "Leger, Cheryl (BOS)" &lt;cheryl.leger@sfgov.org&gt;, Matt Yankee &lt;yankeema@gmail.com&gt;

Not sure I understand, "why does everything have to be a fight?" I have no recollection of direct or challenging interchanges between us. I'm not making any decisions nor suggesting any resistance...yet.

You made a claim, actually a strong assertion which raises concern for me, and I asked a question out of curiosity, **NOT** judgement, about your status and credentials. It's a perfectly reasonable question.

The "media" is not just easily defined by a basic dictionary definition but by legality when you cite law to be complied with. The city issues press passes to the media. The definition needs to be equally corroborated by law, too.

As far as SOTF providing specific notice service, did you put this request in writing? Did you get confirmation of receipt? Our office keeps a pretty solid service list.

Best regards,

Bruce Wolfe, Chair  
SF Sunshine Ordinance Task Force

(Response is very limited during business hours on business days and holidays)

On Wed, Jan 26, 2022, 9:34 PM sfneighborhoods.net <info@sfneighborhoods.net> wrote:

<https://www.dictionary.com/browse/media>

noun

a plural of [medium](#).

(usually used with a plural verb) the means of communication, as radio and television, newspapers, magazines, and the internet, that reach or influence people widely:

I have multiple website on the internet, but lets go with [sfneighborhoods.net](#), which I would consider local media. I am a means of communication. I do and try and influence people. I write articles.

Media is a means of communication at the heart of it.

How come everything has to be a fight? Do you have a different definition?

Look if you do not want to extend me the courtesy because you do not consider me and sfneighborhoods a means of communication trying to influence people, I don't know what. I am speechless.

Not only do I think I fit within the definition, but the courts have ruled that public access laws are to be construed broadly for greater public access and the people's right to know.

That is what I am advocating for and also for a strong Sunshine Ordinance Task Force.

Respectfully please tell me where I am wrong.

m sullivan

On 1/26/2022 8:06 PM, Bruce Wolfe wrote:

Mr. Sullivan,  
Are you claiming "local media" status? How is this defined for you?

SOTF has been deemed a "policy body" despite being mostly advisory as was created by ordinance in 1993 by the Board of Supervisors prior to Prop G in 1999.

**Bruce Wolfe, Chair**  
**SF Sunshine Ordinance Task Force**

***(Response is very limited during business hours on business days and holidays)***

On Wed, Jan 26, 2022 at 10:11 AM [sfneighborhoods.net](mailto:info@sfneighborhoods.net) <[info@sfneighborhoods.net](mailto:info@sfneighborhoods.net)> wrote:

Hello Ms. Leger,

I want to remind you back in early 2022 that I wanted to be notified of any special meetings of the taskforce. Please consider this again as a standing request in writing to be notice of all special meetings that are out of the ordinary pursuant to 67.6 (f), (e) and CPRA 54956.

67.6 (f) Special meetings of any policy body, including advisory bodies that choose to establish regular meeting times, may be called at any time by the presiding officer thereof or by a majority of the members thereof, by delivering personally or by mail written notice to each member of such policy body and the **local media who have requested written notice of special meetings in writing.**

There is also 67.6 (e) for passive meeting bodies in case SOTF still consider itself such and CPRA 54956

(a) A special meeting may be called at any time by the presiding officer of the legislative body of a local agency, or by a majority of the members of the legislative body, by delivering written notice to each member of the legislative body and to each local newspaper of general circulation and radio or television station requesting notice in writing and posting a notice on the local agency's Internet Web site, if the local agency has one. The notice shall be delivered personally or by any other means and shall be received at least 24 hours before the time of the meeting as specified in the notice. The call and notice shall specify the time and place of the special meeting and the business to be transacted or discussed. No other business shall be considered at these meetings by the legislative body. The written notice may be dispensed with as to any member who at or prior to the time the meeting convenes files with the clerk or secretary of the legislative body a written waiver of notice. The waiver may be given by telegram. The written notice may also be dispensed with as to any member who is actually present at the meeting at the time it convenes.

Thank you for help in this matter,

m sullivan

**SUNSHINE ORDINANCE  
TASK FORCE**



**City Hall  
1 Dr. Carlton B. Goodlett Place, Room 244  
San Francisco 94102-4689  
Tel. No. (415) 554-7724  
Fax No. 415) 554-7854  
TDD/TTY No. (415) 554-5227**

To: SOTF Administrator

Re: Request for continuance and to combine Files 22115 & 22116

Dear Ms. Leger,

Please submit for the record regarding these two complaints and deliver to the appropriate committee chair, and SOTF Chair and Co-Chair.

My submission is based on previous communications expressing receipt of the notice and it being a holiday over two days I observe plus dealing with a disability this being the earliest I could submit.

I am requesting a continuance as noticed on Monday, September 18<sup>th</sup>, 2023 to which I received no response to date from the Petitioner/Complainant or SOTF Office. I have another appointment that was scheduled in advance with other people that could not be rescheduled on such short notice, in addition, requesting disability accommodation as I have no staff or other persons to help me with the writing and typing, no less, ability to work on this on a regular basis in this timeframe due to my health condition.

I would appreciate every consideration in this request to another day or committee as appropriate.

I am also requesting these two complaints, File #22115 & #22116, be combined as they pertain and involve the same parties around the same issues and information. The issues alleged are part and parcel to the same flow of activity and communications as noted in the complaint. It would then also save some time.

Thank you for your attention on this matter.

Regards,

  
Bruce M. Wolfe, MSW  
Seat 11, Disability Representative



Bruce Wolfe &lt;sotf@brucewolfe.net&gt;

## Immediate Disclosure Request - Public Record Request

**SOTF, (BOS)** <sotf@sfgov.org>  
 To: Bruce Wolfe <sotf@brucewolfe.net>

Tue, Feb 8, 2022 at 12:12 PM

Bruce: I checked with Victor, there is no such list. I do send all packets to the Library for posting. Other than the parties and sotf members, that's it.

Cheryl

**From:** Bruce Wolfe <sotf@brucewolfe.net>  
**Sent:** Tuesday, February 8, 2022 11:08 AM  
**To:** SOTF, (BOS) <sotf@sfgov.org>  
**Cc:** Matt Yankee <yankeema@gmail.com>; Young, Victor (BOS) <victor.young@sfgov.org>  
**Subject:** Re: Immediate Disclosure Request - Public Record Request

He is asking for the local media currently on the service list. This is the list you send agenda's to outside of SOTF and parties that have requested delivery.

**Bruce Wolfe, Chair**

**SF Sunshine Ordinance Task Force**

*(Response is very limited during business hours on business days and holidays)*

~~~~~

On Tue, Feb 8, 2022 at 9:44 AM SOTF, (BOS) <sotf@sfgov.org> wrote:

Bruce: Personally, I have never seen such a list, but according to Victor, we do not maintain a service list of local media.

Cheryl Leger

Assistant Clerk, Board of Supervisors

[Cheryl.Leger@sfgov.org](mailto:Cheryl.Leger@sfgov.org)

Tel: 415-554-7724

Fax: 415-554-5163

[www.sfbos.org](http://www.sfbos.org)



Click [here](#) to complete a Board of Supervisors Customer Service Satisfaction form.

The [Legislative Research Center](#) provides 24-hour access to Board of Supervisors legislation, and archived matters since August 1998.

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---

**From:** Bruce Wolfe <[sotf@brucewolfe.net](mailto:sotf@brucewolfe.net)>  
**Sent:** Tuesday, February 8, 2022 9:21 AM  
**To:** SOTF, (BOS) <[sotf@sfgov.org](mailto:sotf@sfgov.org)>  
**Cc:** Matt Yankee <[yankeema@gmail.com](mailto:yankeema@gmail.com)>  
**Subject:** Re: Immediate Disclosure Request - Public Record Request

Very good.

Cheryl, go ahead and respond.

Note: The request is for the service list of **local media only**.

QUESTION: How big is the service list? Do any address need to be redacted for privacy purposes?

Best regards,

Bruce Wolfe, Chair  
SF Sunshine Ordinance Task Force

(Response is very limited during business hours on business days and holidays)

~~~~~

On Tue, Feb 8, 2022, 8:38 AM SOTF, (BOS) <[sotf@sfgov.org](mailto:sotf@sfgov.org)> wrote:

Agreed.

Cheryl

---

**From:** Matt Yankee <[yankeema@gmail.com](mailto:yankeema@gmail.com)>  
**Sent:** Monday, February 7, 2022 5:20 PM  
**To:** Bruce Wolfe <[sotf@brucewolfe.net](mailto:sotf@brucewolfe.net)>  
**Cc:** SOTF, (BOS) <[sotf@sfgov.org](mailto:sotf@sfgov.org)>  
**Subject:** Re: Immediate Disclosure Request - Public Record Request

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Agreed, thanks!

Matt

On Feb 7, 2022, at 3:37 PM, Bruce Wolfe <[sotf@brucewolfe.net](mailto:sotf@brucewolfe.net)> wrote:

**DO NOT RESPOND TO THIS IDR UNTIL END OF BUSINESS TUESDAY**

Cheryl, a couple of questions:

QUESTION: Is the service list an extensive list? As I recall in previous years is has been.

QUESTION: Will it need to be redacted?

Cheryl & Matt:

QUESTION: Can we agree that a response is in order by the end of business Tuesday that we "are in receipt of the IDR and invoke a 10-day extension due to the voluminous nature of the information requested and need for any redactions as required or necessary."?



Thanks.

**Bruce Wolfe, Chair**

**SF Sunshine Ordinance Task Force**

*(Response is very limited during business hours on business days and holidays)*

~~~~~

----- Forwarded message -----

From: [sfneighborhoods.net](mailto:info@sfneighborhoods.net) <[info@sfneighborhoods.net](mailto:info@sfneighborhoods.net)>

Date: Mon, Feb 7, 2022 at 3:11 PM

Subject: Immediate Disclosure Request - Public Record Request

To: SOTF, (BOS) <[sotf@sfgov.org](mailto:sotf@sfgov.org)>, Bruce Wolfe (Chair, SOTF, SF) <[sotf@brucewolfe.net](mailto:sotf@brucewolfe.net)>, Matt Yankee <[yankeema@gmail.com](mailto:yankeema@gmail.com)>

Cc: Karl Olson <[kolson@cofolaw.com](mailto:kolson@cofolaw.com)>

So I am re sending this immediate record request. Note I am cc Karl Olsen on this.

----- Forwarded Message -----

**Subject:**Immediate Disclosure Request - Public Record Request

**Date:**Fri, 28 Jan 2022 10:06:25 -0800

**From:**[sfneighborhoods.net](mailto:info@sfneighborhoods.net) <[info@sfneighborhoods.net](mailto:info@sfneighborhoods.net)>

**To:**SOTF, (BOS) <[sotf@sfgov.org](mailto:sotf@sfgov.org)>

Immediate Disclosure Request - Public Record Request

1/26/2022, 10:43 PM via e-mail, SOTF Chair Wolfe wrote: "As far as SOTF providing specific notice service, did you put this request in writing? Did you get confirmation of receipt? Our office keeps a pretty solid service list."

This pertains to Sunshine Ordinance 67.6 (f) special meeting notice to local media.

1. 1 Please provide SOTF "solid service list" of local media that you keep.
2. 2 Please provide requirements and procedures to be included on the "solid service list" of local media"
3. 3 Please provide the date and time at which the Jan 25, 2022 Agenda was posted on the SOTF website

If you cannot fulfill this request under Sunshine Ordinance Sec 67.25 Immediacy of Response, please provide legal justification as to why not.

#### Instructions

1. With each listed public record and public information request, please provide all the public records and public information concerning that request.
2. If partial public record and public information fulfillment, please state so, the reason why, and all entities that may hold the rest of the public record and public information (SFSO Sec. 67.21(b)).
3. If the answer is no responsive public record and public information, please state any entity(s) that may hold the public record(s) and public information. ( SFSO Sec 67.21 (c)).
4. If you believe the public record(s) and public information can be withheld from public disclosure for any reason, please state the reason (SFSO Sec. 67.27, 67.21 (b), CPRA Sec. 6253(a),(b), 6254, 6254.4.5, 6254.15, 6254.19, 6255(a) ).
5. If you believe the public records and public information are with another organization or person and not with the city, please state the reason you do not think you are required to acquire the public record(s) and public information.

If any of the above request is not clear or specific enough, please do not close the request. Please work with me in making my request effective to obtain identifiable public records and public information. If you do not have possession of any public records and public information requested and believe the public records and public information are with another office or person, please assist in directing those requests to the proper office or staff person. (CPRA 6253.1 and SFSO 67.21 (c))

Thank You

m sullivan

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**From:** SOTF, (BOS)  
**Sent:** Friday, September 15, 2023 9:06 AM  
**To:** Bruce Wolfe  
**Cc:** sfneighborhoods.net; myankee.sotf@gmail.com; jenn.sotf@gmail.com  
**Subject:** SOTF - Complaint Filed with the Sunshine Ordinance Task Force - File No. 22115  
**Attachments:** SOTF - Complaint Procedure 2019-10-02 FINAL.pdf; Preparing SOTF Respondent Materials FINAL for PILOT.pdf; Affirmation Letter 22115.pdf; 22115 Complaint.pdf

Good Morning:

Bruce Wolfe has been named as a Respondent in the attached complaint filed with the Sunshine Ordinance Task Force (SOTF). In an effort to provide the SOTF information in an easy to understand format the SOTF has prepared a revised request format for responding to complaints (attached). **The SOTF requests that you submit your response to our office the allegations including any and all supporting documents, recordings, electronic media, etc., to the Task Force within five (5) business days of receipt of this notice.** In developing and submitting your response, please use the attached instructions, "Preparing San Francisco Sunshine Ordinance Task Force Respondents Materials," to address your defense of this complaint. This is your opportunity to provide a detailed explanation to allow the Task Force to be fully informed in considering your response prior to the meeting.

Please refer to the File Number 22115 when submitting any new information and/or supporting documents pertaining to this complaint.

Cheryl Leger  
Assistant Clerk, Board of Supervisors  
Tel: 415-554-7724



Click to complete a Board of Supervisors Customer Service Satisfaction form.

The [Legislative Research Center](#) provides 24-hour access to Board of Supervisors legislation, and archived matters since August 1998.

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SUNSHINE ORDINANCE TASK FORCE

Tel: 415 554-7724  
Fax: 415 554-7854  
TDD/TTY: 415 554-5227



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

September 15, 2023

Bruce Wolfe  
[sotf@brucewolfe.net](mailto:sotf@brucewolfe.net)

Re: Sunshine Ordinance Task Force, File No. 22115

Dear Mr. Wolfe:

Please review the complaint as described below and acknowledge your department's position on File No. 22115 regarding an alleged violation of the Sunshine Ordinance.

**File No. 22115** Complaint filed by Mark Sullivan against Bruce Wolfe for allegedly violating Administrative Code (Sunshine Ordinance), Section(s) 67.21(e) by failing to provide access to the requested records; 67.25 by failing to respond to an Immediate Disclosure Request in a complete and timely manner; California Public Records Act 6253(d) for willful delay and obstruction to access of a public record.

Please choose ONE answer. You may, if you wish, also attach any additional explanation.

- [a] acknowledge noncompliance for all allegations below
- [b] department/agency declares no-contest to all allegations below
- [c] deny one or more allegations below (please state an additional explanation which of the allegations you deny, and supporting evidence and/or argument)

If you or your entity acknowledges noncompliance or declares no-contest, the SOTF may, at its discretion, issue an Order of Determination against you or your entity for the allegations listed above without a hearing, and thereafter refer the matter to the Compliance & Amendments Committee for monitoring as needed.

Please respond within the next five business days of the date on this notice, with your acknowledgment. If it is not received within five business days, we will assume that you have acknowledged no-contest.

Very Truly Yours,

Matthew Yankee, Chair  
Sunshine Ordinance Task Force

MY:cal

cc: Mark Sullivan, Petitioner

9/15/2023

---

**From:** SOTF, (BOS)  
**Sent:** Thursday, October 5, 2023 3:29 PM  
**To:** Marc Bruno; Hannan, Patrick (DBI); sfneighborhoods.net; Bruce Wolfe; Maria Schulman; Maunder, Sara (DPA); Paul Kniha; Celaya, Caroline (MTA); Stiliyan Bejanski; Lew, Debra (TTX)  
**Cc:** Young, Victor (BOS)  
**Subject:** SOTF - Notice of Complaint Committee hearing, October 17, 2023; 5:30 PM; Room 408  
**Attachments:** SOTF - Complaint Procedure 2019-10-02 FINAL.pdf

Good Afternoon:

Notice is hereby given that the Complaint Committee of the Sunshine Ordinance Task Force (Task Force) shall hold hearings on complaints listed below to: 1) determine if the Task Force has jurisdiction; 2) review the merits of the complaints; and/or 3) issue a report and/or recommendation to the Task Force. ***Please confirm your attendance for this hearing.***

Date: October 17, 2023

Location: Room 408, City Hall

Time: 5:30 p.m.

THE INFORMATION BELOW IS FOR TELEPHONE AND WEBSITE APPEARANCES. LET ME KNOW IF YOU HAVE QUESTIONS.

**Webex Remote Link/Log-in:**

<https://tinyurl.com/4wna9za7>

**Password: sunshine**

**Telephone Call-in:**

**1 (415) 655-0001 / Meeting ID: 2599 995 7043 # #**

**(press \*3 to enter the speaker line)**

Complainants: Your attendance is required for this meeting/hearing.

Respondents/Departments: Pursuant to Section 67.21(e) of the Ordinance, the custodian of records or a representative of your department, who can speak to the matter, is required at the meeting/hearing.

**File No. 23080** Complaint filed by Marc Bruno against Patrick Hannon and the Department of Building Inspection for allegedly violating Administrative Code (Sunshine Ordinance), Section(s) 67.21 by failing to provide public records in a timely and/or complete manner.

**File No. 22115** Complaint filed by Mark Sullivan against Bruce Wolfe for allegedly violating Administrative Code (Sunshine Ordinance), Section(s) 67.21(e) by failing to provide access to the requested records; 67.25 by failing to respond to an Immediate Disclosure Request in a complete and

timely manner; California Public Records Act 6253(d) for willful delay and obstruction to access of a public record.

**File No. 22116** Complaint filed by Mark Sullivan against Bruce Wolfe for allegedly violating Administrative Code (Sunshine Ordinance), Section(s) 67.1(g) by allowing when a person or entity is before a policy body or passive meeting body, that person, and the public, has the right to an open and public process; 67.21(b) by failing to comply with a request for public information.

**File No. 23028** Complaint filed by Maria Schulman against Sara Maunder and the Department of Police Accountability 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.

**File No. 23058** Complaint filed by Paul Kniha against the San Francisco Municipal Transportation Agency for allegedly violating Administrative Code (Sunshine Ordinance), Section(s) 67.5 by failing to allow meetings to be open and public; 67.13 by failing to allow access to an open and public meeting and 67.21 by failing to provide public records in a timely and/or complete manner.

**File No. 23062** Complaint filed by Stiliyan Bezhanski against the Treasurer and Tax Collector's Office for allegedly violating Administrative Code (Sunshine Ordinance), Section(s) 67.21 by failing to provide responsive records in a timely and/or complete manner.

***For inclusion into the agenda packet, supplemental/supporting documents must be received by 5:00 pm, October 10, 2023.***

Cheryl Leger  
Assistant Clerk, Board of Supervisors  
Tel: 415-554-7724



Click [here](#) to complete a Board of Supervisors Customer Service Satisfaction form.

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***Disclosures:** Personal information that is provided in communications to the Board of Supervisors is subject to disclosure under the California Public Records Act and the San Francisco Sunshine Ordinance. Personal information provided will not be redacted. Members of the public are not required to provide personal identifying information when they communicate with the Board of Supervisors and its committees. All written or oral communications that members of the public submit to the Clerk's Office regarding pending legislation or hearings will be made available to all members of the public for inspection and copying. The Clerk's Office does not redact any information from these submissions. This means that personal information—including names, phone numbers, addresses and similar information that a member of the public elects to submit to the Board and its committees—may appear on the Board of Supervisors website or in other public documents that members of the public may inspect or copy.*