

2025 Annual Sunshine Ordinance Report

To: Alameda City Council

From: City of Alameda Open Government Commission

Date: February 2, 2026

I. Purpose of Report

Pursuant to Alameda Municipal Code (AMC) Section 2-93.6: "The Commission shall prepare an annual report to be placed on the City's website and made generally publicly available in printed form of alleged violations of the Ordinance heard by the Hearing Officer during the previous calendar year. The report shall identify the nature of the alleged violation, the relief sought by each petition, the disposition or current status thereof, the location of all records relevant to each petition, and any practical or policy problems encountered in the administration of the Sunshine Ordinance." In addition, AMC Section 2-22.4, outlines a Commission duty to: "From time to time as the Commission sees fit, issue public reports evaluating compliance with the Sunshine Ordinance by the City or any Department, Office, or Official thereof."

II. 2025 Open Government Commission (OGC) Activity

During the 2025 calendar year, three new Commissioners joined the Commission and two meetings were held. At the October 6, 2025 meeting, the Commission asked the City Clerk to prepare the 2025 Annual Report and provided direction to include information about 2025 public records requests, which is attached as Appendix A.

III. Complaints

Pursuant to Alameda Municipal Code Section 2-93.2.c., all decisions are posted on the City's webpage here:

<https://www.alamedaca.gov/GOVERNMENT/Boards-Commissions/Open-Government-Commission>

Hearing records are on file in the City Clerk's Office and posted in an online agenda database here: <https://alameda.legistar.com/Calendar.aspx>

During 2025, one (1) complaint alleging violations of the Ordinance was filed, which is summarized below:

Date Filed	Nature of Alleged Violation	Complaint Summary	Relief Sought	Hearing Date	Disposition	Location of Related Documents
5/27/25	Alleged violation of public record access	Complaint was incomplete	None specified	N/A	N/A	City Clerk, City Attorney, City Manager, Housing and Human Services

IV. Closing

The Commission thanks Council for its review and consideration of this Report and welcomes any questions or suggestions from Council regarding the items contained in this Report.

APPENDIX A: 2025 Public Records Requests

NEXT REQUEST CASES	594		
<u>DEPARTMENT</u>	860*		
Alameda Municipal Power	28	Response within 10 days	414
Base Reuse & Economic Development	21	Response more than 10 days	180
City Attorney/Rent Program	117	<u>NOT FULFILLED</u>	44
City Clerk	126	Denied	0
City Manager/Housing Human Services	56	No Records	25
Finance	53	No Response from Requestor	8
Fire	165	Not a Request	4
Human Resources	23	Request Withdrawn	7
Information Technology	11		
Library	4	<u>IDENTIFIED SOURCE</u>	308
Planning, Building and Transportation	158	Agency/Company	269
Public Work	87	Law Firm	39
Recreation and Parks	11		
		<u>IDENTIFIED CITY</u>	467
<u>DOCUMENTS PRODUCED</u>	4,751	Alameda	114
		All Others	353

*Differs from 594 requests due to requests assigned to multiple departments

POLICE DEPARTMENT	4,972
Denied	112