



Independent Redistricting Commission

REGULAR MEETING AGENDA

Date: 2/10/2022
Time: 6:00 p.m.
Location: [Zoom.us/join](https://zoom.us/join) – ID# 858 0587 2701

NOVEL CORONAVIRUS, COVID-19, EMERGENCY ADVISORY NOTICE

Consistent with Government Code section 54953(e), and in light of the declared state of emergency, and maximize public safety while still maintaining transparency and public access, members of the public can listen to the meeting and participate using the following methods.

- How to participate in the meeting
 - Submit a written comment online up to 1-hour before the meeting start time:
SESandoval@menlopark.org *
Please include the agenda item number you are commenting on.
 - Access the meeting real-time online at:
[Zoom.us/join](https://zoom.us/join) – Meeting ID 858 0587 2701
 - Access the meeting real-time via telephone at:
(669) 900-6833
Meeting ID 858 0587 2701
Press *9 to raise hand to speak

Subject to Change: Given the current public health emergency and the rapidly evolving federal, state, county and local orders, the format of this meeting may be altered or the meeting may be canceled. You may check on the status of the meeting by visiting the City's website menlopark.org. The instructions for logging on to the webinar and/or the access code is subject to change. If you have difficulty accessing the webinar, please check the latest online edition of the posted agenda for updated information (menlopark.org/agenda).

Special Session ([Zoom.us/join](https://zoom.us/join) – ID# 858 0587 2701)

A. Call To Order

B. Roll Call

C. Public Comment

Under "Public Comment," the public may address the Independent Redistricting Commission on any subject not listed on the agenda. Each speaker may address the Independent Redistricting Commission once under public comment for a limit of three minutes. Please clearly state your name and address or political jurisdiction in which you live. The Independent Redistricting Commission cannot act on items not listed on the agenda and, therefore, the Independent Redistricting Commission cannot respond to non-agenda issues brought up under public comment other than to provide general information.

D. Consent Calendar

- D1. Accept the Independent Redistricting Commission minutes for January 27, 2022 ([Attachment](#))

E. Regular Business

- E1. Add a hybrid mapping tool workshop to the Independent Redistricting Commission meeting schedule and approve proposed hybrid meeting dates ([Staff Report #22-004-IRC](#))

F. Public Hearing – 6:30 p.m.

- F1. Second public hearing to receive input regarding the composition of the City's Districts ([Staff Report #22-005-IRC](#))

G. Commissioner Reports

- G1. Commissioner reports

H. Adjournment

At every regular meeting of the Independent Redistricting Commission, in addition to the public comment period where the public shall have the right to address the Independent Redistricting Commission on any matters of public interest not listed on the agenda, members of the public have the right to directly address the Independent Redistricting Commission on any item listed on the agenda at a time designated by the chair, either before or during the Independent Redistricting Commission's consideration of the item.

At every special meeting of the Independent Redistricting Commission, members of the public have the right to directly address the Independent Redistricting Commission on any item listed on the agenda at a time designated by the chair, either before or during consideration of the item.

If you challenge any of the items listed on this agenda in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City of Menlo Park at, or prior to, the public hearing.

Any writing that is distributed to a majority of the Independent Redistricting Commission by any person in connection with an agenda item is a public record (subject to any exemption under the Public Records Act) and is available by request by emailing the city clerk at jaherren@menlopark.org. Persons with disabilities, who require auxiliary aids or services in attending or participating in Independent Redistricting Commission meetings, may call the City Clerk's Office at 650-330-6620.

Agendas are posted in accordance with Government Code Section 54954.2(a) or Section 54956. Members of the public can view electronic agendas and staff reports by accessing the City website at menlopark.org/agenda and can receive email notification of agenda and staff report postings by subscribing to the "Notify Me" service at menlopark.org/notifyme. Agendas and staff reports may also be obtained by contacting City Clerk at 650-330-6620. (Posted: 2/04/2022)

Independent Redistricting Commission



REGULAR MEETING MINUTES – DRAFT

Date: 1/27/2022
Time: 6:00 p.m.
Location: Zoom

Regular Session

A. Call To Order

Chair Arellano called the meeting to order at 6:02 p.m.

B. Roll Call

Present: Arellano, Bahles, Erhart, Gilmer, Hill, Kissel, Marquardt, Saad, Wolter
Absent: None
Staff: City Clerk Judi A. Herren, Public Engagement Manager Clay Curtin, Administrative Assistant Sarah Sandoval

C. Public Comment

None.

D. Consent Calendar

D1. Accept the Independent Redistricting Commission minutes for December 9, December 11, and December 18, 2021 (Attachment)

ACTION: Motion and second (Bahles/ Erhart), to accept the Independent Redistricting Commission meeting minutes for December 9, December 11, and December 18, 2021, passed unanimously.

E. Regular Business

E1. Review and provide direction on the Independent Redistricting Commission’s regular meeting schedule and format (Staff Report #22-002-IRC)

City Clerk Herren introduced the item.

ACTION: Motion and second (Saad/ Erhart), to add an additional meeting to the Independent Redistricting Commission (IRC) schedule, in consultation with the Public Engagement Manager, to take place before the map submission deadline of March 25, 2022, passed unanimously.

ACTION: By acclamation, the IRC directed staff to assess the current IRC schedule and look into planning hybrid meetings starting with February 24, 2022.

E2. Discuss and provide direction on the Independent Redistricting Commission’s public engagement (Staff Report #22-001-IRC)

City Clerk Herren introduced the item.



The IRC discussed and received clarification regarding public engagement strategies and next steps.

F. Public Hearing – 6:30 p.m.

- F1. First public hearing to receive input regarding the composition of the City's Districts (Staff Report #22-003-IRC)

City Clerk Herren introduced the item.

Chair Arellano opened the public hearing.

- Pam Jones spoke in support of public engagement and input.

Chair Arellano closed the public hearing.

The IRC received clarification on paper map processing and requested that test maps be removed from the Districtr mapping tool.

G. Reports and Announcements

- G1. Commissioner reports

None.

H. Adjournment

Chair Arellano adjourned the meeting at 7:32 p.m.

Sarah Sandoval, Administrative Assistant



STAFF REPORT

Independent Redistricting Commission

Meeting Date: 2/10/2022
Staff Report Number: 22-004-IRC

Regular Business: Add a hybrid mapping tool workshop to the Independent Redistricting Commission meeting schedule and approve proposed hybrid meeting dates

Recommendation

Staff recommends the Independent Redistricting Commission (IRC) add a hybrid mapping tool workshop to the IRC regular meeting schedule and approve proposed changes to IRC's regular meeting schedule and format (Attachment A.)

Policy Issues

In accordance with State law and increased transparency, the IRC adopted a regular meeting schedule on November 18, 2021. This schedule, once approved, was made available on the redistricting website (Attachment B.)

Background

At the November 18, 2021, IRC meeting, the IRC adopted a regular meeting calendar. At the January 27, 2022, the IRC directed staff add a hybrid mapping tool workshop to the IRC regular meeting schedule, in consultation with the public engagement manager, to take place before the map submission deadline of March 25, 2022. The IRC also directed staff to assess and make recommendations for hybrid meetings, to start no later than February 24, 2022.

Analysis

Staff recommends the IRC add a hybrid mapping tool workshop on March 3, 2022, to the IRC's regular meeting schedule.

Staff also recommends that the following regular meeting dates be amended as hybrid meetings:

- February 24, 2022
- March 24, 2022
- April 14, 2022

The proposed dates have been scheduled taking into consideration City Council, Planning Commission, and all City advisory body meeting schedules.

In-person attendance would be in line with State and County laws related to the COVID-19 pandemic, which would limit the number of Commissioners and public in-person attendance. A maximum of four (4) IRC

Commissioners may safely attend hybrid meetings in-person. Staff recommends that in-person attendance of IRC Commissioners at the above meetings be designated by availability and rotated at the Chair's discretion.

Staff also recommends that the hybrid meetings be held in the City Council Chambers at the IRC's regular meeting time of 6 p.m.

Upon the addition of these meetings, staff will update the calendar on the IRC's website (Attachment C) and work with the public engagement manager to ensure that community members are aware of and have access to the meeting.

Impact on City Resources

There is no impact on City resources.

Environmental Review

This action is not a project within the meaning of the California Environmental Quality Act (CEQA) Guidelines §§ 15378 and 15061(b)(3) as it is an organizational structure change that will not result in any direct or indirect physical change in the environment.

Public Notice

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

Attachments

- A. Updated IRC schedule
- B. Hyperlink – Redistricting website: menlopark.org/redistricting
- C. Hyperlink – IRC website: menlopark.org/Government/Commissions-and-committees/Independent-Redistricting-Commission

Report prepared by:
Sarah Sandoval, Administrative Assistant

Report reviewed by:
Judi A. Herren, City Clerk
Denise Bazzano, Assistant City Attorney

Table 1: Proposed IRC schedule			
Type	Date	Time	Location
Random selection of first 3 members	11/4/2021	6 p.m.	Zoom
Interviews	Week of 11/8/2021	Dependent on 3 members	Zoom
Meeting/ Public hearing	11/18/2021	6 p.m.	Zoom
Meeting	12/9/2021	6 p.m.	Zoom
Public/community meeting	12/11/2021 (Saturday)	12 p.m.	Belle Haven Library
Public/community meeting	12/18/2021 (Saturday)	12 p.m.	City Council chambers
First public hearing (pre-map)	1/13/2022	6 p.m.	Zoom
Meeting	1/27/2022	6 p.m.	Zoom
Second public hearing (pre-map)	2/10/2022	6 p.m.	Zoom
Meeting	2/24/2022	6 p.m.	Hybrid Zoom and City Council chambers
Workshop	3/3/2022	6 p.m.	Hybrid Zoom and City Council chambers
Third public hearing (post-map)	3/10/2022	6 p.m.	Zoom
Meeting	3/24/2022	6 p.m.	Hybrid Zoom and City Council chambers
Last map submission (requires 7-day public comment period)	3/25/2022	5 p.m.	n/a
Fourth public hearing (post-map)	4/7/2022	6 p.m.	Zoom
Meeting map approval	4/14/2022	6 p.m.	Hybrid Zoom and City Council chambers
Final map deadline	4/17/2022		n/a



STAFF REPORT

Independent Redistricting Commission

Meeting Date: 2/10/2022
Staff Report Number: 22-005-IRC

Public Hearing: Second public hearing to receive input regarding the composition of the City's Districts

Recommendation

Staff recommends the Independent Redistricting Commission (IRC) conduct the second public hearing to receive public input regarding the composition and boundaries of the City's Districts.

Policy Issues

The intention of this second public hearing is to identify the neighborhoods, communities of interest, and other local factors that should be considered or used as building blocks when the drawing of draft maps begins. While all public input concerning the composition of the city's districts should be considered, all maps must meet the following federal requirements:

1. Population equality across districts.
2. Race cannot be the predominant factor or criteria when drawing districts.
3. Compliance with the federal Voting Rights Act of 1965, which, among other things, prohibits districts that dilute minority voting rights, and encourages a majority-minority district, if the minority group is sufficiently large, and such a district can be drawn without race being the predominant factor.

Additionally, the maps must also meet the following state requirements:

- Maps must be drawn using the following criteria in prioritized order:
 - District boundaries must be geographically contiguous;
 - District boundaries must minimize the division of neighborhoods and communities of interest;
 - District boundaries must be easily identifiable and understandable by residents; and
 - District boundaries must be geographically compact.
- Maps must not favor or discriminate against a political party.
Maps must be accompanied by information on the total population, citizen voting age population, and racial and ethnic characteristics of the citizen voting age population.

Background

Pursuant to California Elections Code Section 21627.1, before adopting a final map in the redistricting process, the Commission must hold at least four public hearings at which the public is invited to provide input regarding the composition of one or more districts. At least one public hearing must be held before the commission draws a draft map or maps of the proposed City Council district boundaries.

Analysis

At this public hearing, staff recommends that the IRC conduct the public hearing to receive input on communities of interests and sharing specific thoughts on the composition of the districts.

The Fair Maps Act defines a “community of interest” as a population that shares common social or economic interests that should be included within a single district for purposes of its effective and fair representation. Communities of interest do not include relationships with political parties, incumbents, or political candidates.

Additional public hearings concerning the proposed City District boundaries will be held on March 10, and April 7, 2022, with additional meetings on February 24, March 24, and April 14, 2022. Adoption of a resolution approving the final map will occur on at the April 14, 2022 meeting.

Impact on City Resources

There is no impact on City resources.

Public Notice

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

Environmental Review

This action is not a project within the meaning of the California Environmental Quality Act (CEQA) Guidelines §§ 15378 and 15061(b)(3) as it is a minor change that will not result in any direct or indirect physical change in the environment.

Attachments

None.

Report prepared by:
Judi A. Herren, City Clerk

Report reviewed by:
Denise Bazzano, Assistant City Attorney