



# **CITY OF SAN DIEGO**

## **REDISTRICTING COMMISSION**

### **AGENDAS**

**&**

### **BACK UP MATERIALS**



THE CITY OF SAN DIEGO

## THE CITY OF SAN DIEGO YEAR 2000 REDISTRICTING COMMISSION

Ralph R. Pesqueira, Chair  
Leland T. Saito, Ph.D., Vice Chair  
Mateo R. Camarillo  
Charles W. Johnson, Sr.  
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# The Redistricting Commission

## **What is the job of the Redistricting Commission?**

The City Charter requires the creation of a seven member independent Redistricting Commission at the beginning of each decade. The Commission has the sole and exclusive authority to adopt plans which specify the boundaries of districts for the City Council.

## **What is redistricting?**

Redistricting is the process of redrawing the boundaries of the City Council districts in order to equalize the population such that one-eighth of the city population resides in each district. The U.S. Census Bureau's population data is the basis for redrawing the district lines.

## **Why is redistricting necessary?**

To comply with the U.S. Constitution's "one person – one vote" requirement, every city, county, state and some other jurisdictions (e.g., school districts) must redraw their boundaries to account for populations changes and shifts reflected in the latest census. As a result, redistricting is necessary every ten years after the census population figures are released.

## **Why are these boundaries important?**

The districts are used for all elections of Council members, including their recall, and for filling any vacancy in a Council office. The Charter requires that the districts be drawn to provide fair and effective representation for all residents of the City, including racial, ethnic, and language groups. How the district boundaries are drawn can affect who gets elected to make important decisions about City government.

## **Who are the Commissioners?**

Ralph Pesqueira is Chair of the Commission. Leland Saito is Vice Chair. The other members are Mateo Camarillo, Charles Johnson, Marichu Magana, Shirley ODell and Juan Ulloa.

## **How were the Commissioners selected?**

The seven members of the Year 2000 Redistricting Commission were appointed by the Appointing Authority, a panel of three retired Superior Court judges, as provided for in City Charter Section 5.1. Appointments were made after the Appointing Authority thoroughly reviewed the applications and nominations submitted by San Diegans interested in participating in the redistricting process. Each Commissioner is a registered voter of the City of San Diego.

## **Are the Commissioners paid?**

No, each Commissioner has volunteered their time and talent to serve on the Redistricting Commission. Additionally, each Commissioner has agreed to not seek election to a City public office within five years of adoption of the final redistricting plan.



# Guidelines for the Redistricting Commission

What guidelines must the Redistricting Commission use to redraw the council district boundaries?

## *Equalization of Population*

Districts formed will contain, as nearly as practicable, one eighth (1/8) of the total population of the City as shown by the Federal 2000 census.

## *Fair and Effective Representation*

In conformance with the requirements of the U.S. Constitution and Federal Statutes, the commissioners commit to providing fair and effective representation in the redistricting process for all residents of the City including racial, ethnic and language groups

## *Preservation Of Community*

The commission encourages residents of San Diego's communities to assist in identifying and preserving communities of interest to retain the common activities, social and life style patterns of its residents.

## *Geographically Compact Districts*

Input of residents in the area will be critical in helping to determine where the district boundary lines should be drawn for the final redistricting maps.

The commission will seek to annex and consolidate districts into geographically compact areas to the extent practical. Populous contiguous territory shall not be bypassed to reach distant populous areas.

## *Territory and Natural Boundaries*

The Commission will strive to maintain whole census units, as developed by the United States Bureau of the Census, to create districts made up of contiguous territory with reasonable access between population centers in the district. The commission will be guided by natural boundaries, by street lines and/or by City boundary lines.

## *Political Considerations*

No actions to change the boundary or location of any district by redistricting will abolish or terminate the term of office of any councilmember prior to the expiration of their term of office. However, the boundaries cannot be drawn for the purpose of protecting incumbents or for any other political advantage.

# The Redistricting Process

## How will the Commission accomplish its task?

All Commission meetings are open to the public, and records, data and plans are available, at no charge, for public inspection during normal business hours in the Office of the City Clerk. Copies of records and plans are also provided for a reasonable fee.

The Preliminary Plan must be filed with the Office of the City Clerk at least 30 days prior to final adoption. During this 30-day period, the Commission must hold at least three more public hearings to receive comments on the preliminary Plan. The Commission may, based on the comments it receives, make adjustments before adopting and submitting a Final Plan to the City Clerk. This Final Redistricting Plan becomes effective 30 days after adoption but it is subject to a referendum by the public. If the Final Plan adopted by the Commission is rejected by referendum, pursuant to the City Charter, the same Commission must create a new plan.

## When will the new district boundaries be in effect?

According to the Charter, the City must be redistricted no later than nine months after the final Federal Decennial Census information is received. Essentially, this means that the redistricting must be accomplished by the end of the year 2001. However, the Redistricting Commission plans to finish its work by August 31, 2001 in order that the new boundaries will be in effect for the March 2002 elections.

## Public Hearings

The Commission has scheduled at least one public hearing at community centers in each of the eight (8) districts. The public will have maximum access to the proceedings and all records and data will be available to the public for inspection in the office of the City Clerk and at the Redistricting Commission's website [www.sannet.gov/redistricting/](http://www.sannet.gov/redistricting/).

### City of San Diego Redistricting Commission Public Hearing Schedule

NOTE: ALL HEARINGS WILL BEGIN AT 6:00 P.M.  
AND WILL CONCLUDE BY 8:00 P.M.

July 9, Council District 5	Epicentre Teen Center 8450 Mira Mesa Blvd.
July 10, Council District 2	Central Library 820 E Street, Downtown San Diego
July 11, Council District 3	Mid-City Community Police Bldg. 4310 Landis Street
July 12, Council District 6	Bayside Settlement House 2202 Comstock Street
July 16, Council District 8	Sherman Heights Community Center 2260 Island Avenue

(Spanish translation will be available)

July 17, Council District 7	Faith Presbyterian Church 5075 Campanile Drive
July 18, Council District 1	Rancho Penasquitos Library 13330 Salmon River Road
July 19, Council District 4	Bayview Baptist Church/MLK Center 6134 Benson Avenue



MINUTES  
FOR THE 2010 REDISTRICTING COMMISSION  
OF THE CITY OF SAN DIEGO  
THURSDAY, OCTOBER 21, 2000  
IN THE COMMITTEE ROOM - 12TH FLOOR

**CHRONOLOGY OF THE MEETING:**

The meeting was called to order by Chairman Anisha Dalal at 1:15 p.m. Chairman Dalal adjourned the meeting at 3:03 p.m. to the next scheduled meeting of the Redistricting Commission on Thursday, November 4, 2010 at 4:00 p.m. in the Council Chambers.

**ATTENDANCE DURING THE MEETING:**

(C) Chairman Anisha Dalal -present

(VC) Vice Chairman Carlos Marquez-present

(M) Ani-Mdivani-Morrow-present

(M) Fred Kosmo-present

(M) Teresa Quiroz-present

(M) David Potter-present

(M) Arthur Nishioka-present

**ITEM-1: ROLL CALL**

Chairman Anisha Dalal called the roll:

(C) Chairman Anisha Dalal -present

(VC) Vice Chairman Carlos Marquez-present

(M) Ani-Mdivani-Morrow-present

(M) Fred Kosmo-present

(M) Teresa Quiroz-present

(M) David Potter-present

(M) Arthur Nishioka-present

REDISTRICTING COMMISSION ACTION: Start Time: 1:15 p.m.

# **Minutes of the Redistricting Commission of the City of San Diego**

**Thursday, October 21, 2010**

## **ITEM-2: OATH OF OFFICE**

The seven members of the Redistricting Commission were sworn in by City Clerk Elizabeth Maland as follows:

Member Anisha Dalal, Member Carlos Marquez, Member, Ani-Mdivani-Morrow, Member Fred Kosmo, Member Teresa Quiroz, Member David Potter, Member Arthur Nishioka.

REDISTRICTING COMMISSION ACTION: Start Time: 1:16 p.m.

## **ITEM-3: ELECTION OF CHAIR AND VICE CHAIR**

The San Diego City Charter requires that the Commission elect a Chair and a Vice Chair. Aye votes by five members of the Commission are required for the election of the Chair; aye votes by four members for the election of the Vice Chair.

Motion by Commissioner Quiroz to nominate Commissioner Potter as the Chairman for the 2010 Redistricting Commission and Commissioner Marquez for Vice President.

Motion by Commissioner Kosmo to nominate Commissioner Dalal as the Chairman.

Motion by Commissioner Nishioka to nominate himself for Vice Chair.

Each nominee gave a brief summary of their background and a brief biography of themselves to enable members to cast an informed and intelligent vote.

For Chairman: Commissioner Potter garnered 3 votes; Commissioner Dalal garnered 6 votes.

**Commissioner Dalal to serve as Chairman.**

For Vice Chairman: Commissioner Marquez garnered 5 votes.



# **Minutes of the Redistricting Commission of the City of San Diego**

**Thursday, October 21, 2010**

**Commissioner Marquez to serve as Vice Chairman.**

REDISTRICTING COMMISSION ACTION: Start Time: 1:18 p.m

## **ITEM-4: NON-AGENDA PUBLIC COMMENT**

This portion of the agenda provides an opportunity for members of the public to address the Redistricting Commission on items of interest within the jurisdiction of the Commission.

Comments are limited to no more than three minutes per speaker. Submit request to speak to the City Clerk prior to 1:00 p.m. pursuant to the Ralph Brown Act, no discussion or action, other than a referral, will be taken by the Redistricting Commission on any issue brought forth under "Non-Agenda Comment."

### **COMMENT-1:**

Comment by Dr. Allen Chan regarding combining the Rancho Penasquitos and Mira Mesa areas for redistricting consideration. He expressed the diversity of the communities which live harmoniously within the two areas; sharing the same religious institutions, festivals and common interests frequenting the same small businesses, which would combine work, home and community if combined as one district.

### **COMMENT-2:**

Mitz Lee commented on behalf of the Asian and Pacific American Coalition and thanked Commissioners for making the commitment to serve on the Redistricting Commission. Ms. Lee also presented a proposed map of the 9<sup>th</sup> District for consideration and future deliberations.

### **COMMENT-3:**

Vince Vasquez commented on his background in public policy research and has presently been working on a population growth project and specifically how it intersects with the redistricting commission.

### **COMMENT-4:**

Andrew Chan represented the Penasquitos Town Council and thanked

# **Minutes of the Redistricting Commission of the City of San Diego**

**Thursday, October 21, 2010**

Commissioners for serving on the Redistricting Committee.

COMMENT-5:

Bar Vaz commented on the various boundaries in the Mira Mesa area.

COMMENT-6:

Adrian Kwiatkowski commented on his background as a registered lobbyist and offered his suggestions to the Commissioners.

REDISTRICTING COMMISSION ACTION: Start Time: 1:27 p.m.

## **ITEM-5: CITY CLERK STAFF REPORT: COMMISSION REQUIREMENTS**

Analyst Denise Jenkins discussed City Charter requirements regarding how and when certain Commission actions must occur. These include holding meetings, voting, and completing the redistricting process.

Analyst Denise Jenkins gave a Power Point presentation on Commission requirements and answered questions from the Commissioners.

Budget due to the Appointing Authority on November 30.

REDISTRICTING COMMISSION ACTION: Start Time: 1:40 p.m.

## **ITEM-6: CITY ATTORNEY STAFF REPORT: RALPH M. BROWN ACT**

Deputy City Attorneys Catherine Bradley and Sharon Spivak discussed the Brown Act requirements as they pertain to the Redistricting Commission.

Deputy City Attorney Sharon Spivak defined what constitutes a Commission Meeting and Open Meeting Law in California Legislature;

Noted the notice requirements before a meeting can be held to advise the public;

The Charter requires that some of the meetings be held in various locations;

The Brown Act contains language that all of the meetings be held within the boundaries of San Diego with very narrow exceptions;

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Thursday, October 21, 2010

Issue of accessibility; the disabled need free access to the facility;

Everything the Commission does is open and public Any documents being generated and used by the Commission are public documents. The public has the right to inspect those documents, and they should be made available through the Clerk's Office during business hours.

REDISTRICTING COMMISSION ACTION: Start Time: 1:42 p.m.

### ITEM-7: RULES OF PROCEDURE

Discussion and development of rules of procedures, or by-laws, for Commission.

**Chairman Nishioka made a motion to establish a subcommittee to form and draft bylaws and operating procedure and to provide a draft within three weeks. Second by Chairman Potter. Motion is approved.** Subcommittee is as follows:

- Commissioner Nishoka, Chair
- Commissioner Potter
- Commissioner Kosmo

**Chairman Quiroz recommended a subcommittee to work with Chief of Staff to create the job description getting out the request for applicants. Second by Chairman Marquez. Motion is approved.** Subcommittee is as follows:

- Commissioner Quiroz, Chair
- Commissioner Marquez
- Commissioner Ani Mdivani-Morrow

REDISTRICTING COMMISSION ACTION: Start Time: 2:28 p.m.

### ITEM-8: COMMISSION CALENDAR

Discussion and development of Commission calendar for future meetings. The Commission is subject to the open meeting requirements of the Ralph M. Brown Act. Additionally, the City Charter requires that all meetings be open to the public, and that the Commission make every reasonable effort to afford maximum public

## **Minutes of the Redistricting Commission of the City of San Diego**

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access to its proceedings. It shall solicit public comment and shall hold at least four public hearing in various geographic areas of the City before the preparation of a preliminary redistricting plan.

Discussion was held regarding schedules and time constraints.

Commissioner Quiroz discussed the possibility of Non Agenda Public Comment being available at the end of the meeting.

Commissioner Marquez suggested the next few meetings to be held at this location, for consistency.

Commissioner Kosmo had to leave early but volunteered to assist on the budget subcommittee.

Commissioner Nishioka discussed the issue of transmit for the meetings and possible other locations.

Joseph Walker, Business Analyst mentioned the City Library as a possible location for future meetings and discussed City TV services.

The next scheduled Redistricting Commission Meetings to be held, Thursday, November 4, 2010, November 22, 2010 and December 13, 2010, 4:00 to 7:00 pm. 202 C Street, 12<sup>th</sup> Floor. The December 13<sup>th</sup> meeting is to be held in Council Chambers on the 12<sup>th</sup> Floor.

REDISTRICTING COMMISSION ACTION: Start Time: 2:34 p.m.

### **ITEM-9: COMMISSION STAFF AND BUDGET**

Discussion of staffing requirements and budget considerations; possible action. The City Charter requires that the Commission employ a Chief of Staff, who shall serve at the Commission's pleasure, exempt from Civil Service, and shall contract for needed staff, technical consultants and services, using existing City staff to the extent possible. Aye votes by five members of the Commission are required for the appointment of its Chief of Staff.

Additionally, the City Charter requires that, no later than 60 days after the members of the Commission were appointed, the Commission adopt a budget and submit it to the Appointment Authority for approval. If approved, the budget shall



## Minutes of the Redistricting Commission of the City of San Diego

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be forwarded to the City Council for its consideration. The City Council shall appropriate funds to the Commission and to the City Clerk adequate to carry out their duties under section 5.1 of the Charter.

Joseph Walker, Budget Analyst discussed the budget for the Redistricting Commission.

Discussion was held regarding employing a Chief of Staff, an Assistant Chief of Staff, transcription services, office space and recommends a subcommittee be developed.

**Motion by Commissioner Nishioka to adopt the recommendations made by Mr. Walker indentifying the proper descriptions and the overall budgetary impact that is identified with the Commission and recommends forming a budget subcommittee. Second by Dalal. Motion approved.**

Commissioner Quiroz wants committee to consider a sign language interpreter and recommends an interactive website and would like this to be a line item for the website. Further discussion was held relating to Redistricting software.

Nishioka steps down and withdrawals his acceptance of chairing this subcommittee and recommends Quiroz. The subcommittee was appointed as follows.

- Commissioner Quiroz, Chair
- Commissioner Kosmo
- Commissioner Dalal

REDISTRICTING COMMISSION ACTION: Start Time: 2:52 p.m.

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**ITEM-10: ADJOURNMENT**

Chairman Dalal adjourned the meeting at 3:03 p.m. The next scheduled meeting to be held on Thursday, November 4, 2010, at 202 "C" Street, 12<sup>th</sup> Floor, San Diego, California, 92110.

REDISTRICTING COMMISSION ACTION: Start Time: 3:03 p.m.

Anisha Dalal Chairman  
2010 Redistricting Commission

Debbie Levenson-Cruz  
Legislative Recorder

REDISTRICTING COMMISSION ACTION: Start Time: 1:15 p.m.

## **AGENDA**

**FOR THE 2010 REDISTRICTING COMMISSION  
OF THE CITY OF SAN DIEGO  
THURSDAY, NOVEMBER 4, 2010  
4:00 p.m – 7:00 p.m  
202 C Street  
IN THE COMMITTEE ROOM - 12TH FLOOR**

**ITEM-1: Call to Order**

**ITEM-2: Roll Call**

**ITEM-3: Non-Agenda Comment**

**This portion of the agenda provides an opportunity for members of the public to address the Redistricting Commission on items of interest within the jurisdiction of the Commission.**

**Comments are limited to no more than two minutes per speaker. Submit requests to speak to the Commission's Operations Director prior to 4:00 p.m. Pursuant to the Ralph M. Brown Act, no discussion or action, other than a referral, shall be taken by the Redistricting Commission on any issue brought forth under "Non-Agenda Comment."**

**ITEM-4: Approval of Commission Minutes**

**Approval of Commission Minutes for the Meeting of October 21, 2010**

### **ACTION ITEMS**

**ITEM-5: Subcommittee Reports**

- **Bylaws Subcommittee**
  - o **Possible action by staff to approve**
- **Hiring Subcommittee**
  - o **Approve Timeline for hiring of staff**
  - o **Approve Chief of Staff job description**
  - o **Approve authority to hire one of the finalists for Chief of Staff position**
  - o **Approval to write additional staff job descriptions**
- **Budget Subcommittee**
  - o **Draft discussion**

## **INFORMATION ITEMS**

### **ITEM-6: Public Engagement Plan**

**Commissioners will discuss a plan to get public input in the redistricting process**

### **ITEM-7: 2011 Calendar**

**Commissioners will discuss the timeline of events for each month in 2011**

### **ITEM-8: Website Issues**

**The City staff will provide information about the Redistricting Commission 2010 website. Commissioners will discuss their ideas for what they would like to see on the website.**

## **STAFF REPORTS**

### **ITEM-9: Joseph Walker, Supervising Management Analyst**

### **ITEM-10: Adjournment**

**Back-up materials will be available at the City Clerk's Office front counter during normal business hours.**





November 5, 2010

Number: U10XX

The Redistricting Commission for the City of San Diego is accepting resumes for the unclassified position of

**CHIEF OF STAFF**  
**Redistricting Commission for the City of San Diego**

- Salary Range:** Dependent on qualifications and experience.
- Recruitment:** Open to all Qualified Candidates.
- Filing Deadline:** December 3, 2010. Candidates are encouraged to apply promptly as interviews and selection may begin upon receipt of resumes from qualified individuals.

**The City:**

With more than 1.3 million people, the City of San Diego is the eighth largest city in the United States and the second largest in California. The City of San Diego's diverse population, great educational institutions, unsurpassed quality of life and world-renowned location makes it the ideal place to work, live and play.

As one of the region's largest employers, the City of San Diego has a combined Fiscal Year 2011 operating budget of approximately \$2.8 billion and employs over 10,000 highly dedicated employees. Additional information about the City of San Diego can be obtained on the City's website: [www.sandiego.gov](http://www.sandiego.gov).

**The Position:**

The Redistricting Commission, subject to the provisions of the City Charter relating to referendum and initiative powers of the people, has the sole and exclusive authority to adopt plans which specify the boundaries of districts for the City Council. The Redistricting Commission must abide by San Diego City Charter Article II section 5.1.

There is currently one vacancy for Chief of Staff. The position reports directly to the Redistricting Commission and will perform the following duties:

- 1 - Supervise and train staff and assist in their hiring.
- 2 - Attend all Redistricting Committee meetings.
- 3 - Assist the Redistricting Commissioners and provide technical and demographic assistance to help them in formulating redistricting plans and maps and analyzing plans and maps brought forth.
- 4 - Work with the City Attorney's Office and Legal Counsel to obtain legal assistance where necessary to insure compliance with the Constitution, voting rights Act, the Brown Act and the City of San Diego Charter.
- 5 - Organize all aspects of the Redistricting Commission meetings, including working with City TV, and providing translation services as needed.
- 6 - Oversee the continuous update of the website and all other media outreach.
- 7 - Assist the Redistricting Commission in its efforts to fulfill its public participation plan.
- 8 - Compile databases of election returns and demographic characteristics at the census tract level.
- 9 - Compile expert reports, studies and court findings pertaining to redistricting.

NOTE: The employment is from January 2011 to December 2011 or until work is completed. The position will remain in effect until the redistricting plan adopted by the Commission becomes effective and any and all legal and referendum challenges have been resolved. This is a full-time position but will require a flexible schedule to allow attendance at evening meetings.

### **Qualifications:**

The ideal candidate will possess the following qualifications:

- Excellent communication, interpersonal, writing and computer skills.
- Highly ethical and objective, with the ability to navigate in a political environment without being political, and serve in an unbiased and impartial way.
- Strong interpersonal skills especially with traditionally underserved communities.
- Strong management/supervisory skills.
- Be a self-starter with a high degree of initiative. Ability to handle multiple assignments and work well under pressure.
- Good judgment, a high degree of political acumen.

- A working knowledge of the City of San Diego and its diverse communities.
- Ability to interact with public officials, community leaders, and the general public in a tactful manner.
- Ability to produce informational/educational materials relevant to redistricting.
- Ability to communicate complex and technical information in a simple, clear and straightforward manner, including the use of graphs and tables as needed.
- Relevant experience, education and training which would provide the candidate with the knowledge, skills and abilities required to perform assigned duties.
- Experience working in support of a governing board is desirable.
- A strong background in urban planning is desirable.
- Strong quantitative analytical abilities, including a thorough understanding of common data analysis tools and programs.

Any combination of education and experience that demonstrates these qualifications may be qualifying.

### **Management Benefits:**

The successful candidate will be eligible for participation in the City's Flexible Benefits Plan that offers several optional benefit plans or a taxable cash option; \$50,000 in City-paid life insurance; paid annual leave accruing at 22 days per year for the 1st through the 15th year of service; defined benefit City retirement with CalPERS reciprocity for those with eligible service and a mandatory 1% contribution to the 401(a) plan and .25% contribution to a retiree medical trust (with a City match to each); and optional deferred compensation (457) and 401(k) programs. Retirement benefits for current City employees may differ for this unclassified position. For further information contact Human Resources Department at (619) 236-6313 and/or Risk Management at (619) 236-6600. The benefits currently offered to employees may be subjected to future modifications.

### **Selection Process:**

To be considered for this position, please submit **two copies of each of the following:** your current resume, a letter of interest highlighting your relevant work experience and a list of three work-related references to: Pamela Holmberg, City of San Diego, Human Resources Department, 1200 Third Avenue, Suite 1316, MS56L, San Diego, CA 92101, in an envelope marked ***CONFIDENTIAL: Unclassified Recruitment – Redistricting Commission*** or email to [pholmberg@sandiego.gov](mailto:pholmberg@sandiego.gov)). **EEO/ADA.**

BYLAWS  
&  
OPERATING PROCEDURES  
of the  
CITY OF SAN DIEGO 2010 REDISTRICTING COMMISSION

ARTICLE 1 Name and Purpose

Section 1. The name of this commission is the CITY OF SAN DIEGO 2010 REDISTRICTING COMMISSION, hereinafter referred to as the Commission, with each member registered to vote in the City of San Diego. All of the activities of this Commission will be conducted in its official name.

Section 2. The sole and exclusive authority to adopt plans which specify the boundaries of districts for the City Council is vested in the Commission. After the decennial census, the Commission will adopt plans that redistrict the City into nine (9) Council Districts designated by one (1) to nine (9) inclusively. Those districts will be used for all elections of Council Members, including their recall, and for filling any vacancy in the office of member of the Council. No change in the boundary or location of any district by redistricting as herein provided will operate to abolish or terminate the term of office of any member of the Council prior to the expiration of the term of office for which such member was elected.

Districts formed will each contain, as nearly as practicable, one ninth (1/9) of the total population of the City as shown by the Federal census immediately preceding such formation of districts.

Section 3. It is the pledge of the Commissioners to perform their duties to ensure fair and equitable redistricting for all racial, ethnic and language minorities, and be in conformance with the requirements of the U.S. Constitution and Federal Statutes as amended.

Section 4. To the extent it is practical to do so, districts will preserve identifiable communities of interest; be geographically compact-populous contiguous territory will not be bypassed to reach distant populous areas; be composed of whole census units as developed by the United States Bureau of the Census; be composed of contiguous territory with reasonable access



between population centers in the district, and not be drawn for the purpose of advantaging or protecting incumbents.

- Section 5. Positions and opinions of the Commission will not be established or determined by any other criteria than contained in Section 5 of the San Diego Charter, amended by Proposition C, June 1992.

## ARTICLE II - Commissioners

- Section 1. Members of the Commission will be composed of seven (7) persons who have been appointed by three (3) retired Judges of the Superior Court, San Diego Judicial District drawn at random by the City Clerk pursuant to the San Diego Charter, amended by Proposition C, June 1992.
- Section 2. The Judges will appoint women and men who will give the Commission geographic, social and ethnic diversity, and who in their judgment, have a high degree of competency to carry out the responsibilities of the Commission. The appointees will include individuals with a demonstrated capacity to serve with impartiality in a non-partisan role.
- Section 3. Any vacancy in the Commission which occurs after the Commission is constituted will be filled within seven (7) calendar days by the same procedure and using the same criteria as the appointment of the initial Commissioners.
- Section 4. Any vacancy created by continuous absences (without approval of the Chair) will not exceed three (3). Upon such occurrence the Commission, by the majority vote, can recommend to the Appointing Authority, removal of the member for cause.

## ARTICLE III - Officers and Chief of Staff

- Section 1. Officers will include a Chair and Vice Chair.

Their duties are as follows:

The Chair will convene and conduct regularly scheduled and or special Commission meetings, order committee meetings and other activities germane to the Commission.

All public statements will be expressly the responsibility of the Chair and any inquiries will be directed to his attention.

The Vice Chair will chair meetings and duties in the absence or instruction of the Chair.

- Section 2. The Commission shall employ a Chief of Staff who shall serve at the Commission's pleasure, exempt from Civil Service, and shall contract for needed staff, technical consultants and services, using existing City staff to the extent possible. Aye votes by 5 members of the Commission shall be required for the appointment of its chief of staff.

The duties of the Chief of Staff will be consistent with the job description approved by the Commission, and consistent with such other instructions or requests that are later provided by the Commission.

#### ARTICLE IV - Meetings

- Section 1. Commission meetings will be open to the public and all records and data will be available at no charge to the public for inspection in the Office of the City Clerk during normal business hours. Copies of records and plans shall be provided, for a reasonable fee, for any interested person.

- Section 2. The Chair will establish regular and special meetings according to the requirements of the activities of the Commission and provide notices to the public thereof.

- Section 3. The Commission shall make every reasonable effort to have meetings to afford maximum public access to its proceedings. It will solicit public comment and will hold at least four (4) public hearings in various geographic areas of the City before the preparation of a preliminary redistricting plan.

- Section 4. Commission staff shall make its best efforts to count the number of members of the public attending a meeting and enter such tally into that meeting's minutes. Commission staff shall report at each regular meeting the status of receipt of final Census data until such information is officially received.

- Section 5. Within sixty (60) days after the Commissioners are appointed, the Commission will adopt a budget and submit it to the Appointing Authority.

If it is approved, the budget will be forwarded to the City Council for its consideration. The City Council shall appropriate adequate funds to the Commission and to the City to carry out their duties

Section 6. At least thirty (30) days prior to the adoption of the final plan, the Commission will file a preliminary plan with the City Clerk, along with a written statement of findings and reasons for adoption which includes notation of all criteria employed in the process and a full analysis and explanation of decisions made by the Commission.

Section 7. During the thirty (30) day period after the filing, the Commission will hold at least three (3) public hearings in various geographic areas of the City before it adopts a final plan. Upon approval of the final plan, the Commission will adjust the boundaries of any or all of the Council districts of the City pursuant to the final plan. The final redistricting plan will be effective thirty (30) days after adoption and will be subject to the right of referendum in the manner as are ordinances of the City Council. If rejected by referendum, the same Commission will create a new plan pursuant to the criteria set forth in Sections 5 and 5.1 of the City Charter.

#### ARTICLE V - Policies

Section 1. Decision for comportment or action of the Commission will be by majority vote of members requesting a (quorum) attending the meeting.

Section 2. Commissioners will request acknowledgment from the Chair to speak to an issue.

Section 3. Commissioners are expected to attend all meetings.

Section 4. Persons who accept appointment to the Commission, at the time of their appointment, shall file a written declaration with the City Clerk stating within five (5) years of the Commission's adoption of a final redistricting plan, they will not seek election to a San Diego City public office. The members of the Commission will serve until the redistricting plan is adopted and becomes effective and all legal and referendum challenges have been resolved.

Section 5. To avoid conflict of interests, all Commissioners will be governed by the highest standards of conduct regarding action or decisions on issues of redistricting matters which may be of personal or financial benefit to

themselves, members of their immediate or extended family and associates under California Code of Reg. H 1837, Conflict of Interest.

Section 6. Commissioners will not engage in independent discussions regarding redistricting matters outside of public meetings of the Redistricting Commission. Any written material received by a Commissioner regarding redistricting matters shall be forwarded to the Chief of Staff for distribution to all Commissioners and the public.

Section 7. Commissioners and Commission staff shall not publish comments about or discuss Commission Redistricting matters on social networking websites.

Section 8. Commissioners and Commission staff shall make reasonable effort to archive operational information such as selection of IT and office resources, off-site locations, meeting attendance, budget matters, PR/marketing logistics and other such operational information that will be beneficial to the 2020 Redistricting Commission. Creating such an "Institutional Memory" is intended to facilitate and make more efficient future Redistricting Commissions. The City Clerk shall be asked to maintain such archives.

#### ARTICLE IV - Amendments

Section 1. These Bylaws may be amended by majority vote of the Commissioners and be submitted to the Chief of Staff to be sent out with regular Commission notices.

These Bylaws were approved at a meeting of the CITY OF SAN DIEGO 2010  
REDISTRICTING COMMISSION

Date



Redistricting Commission  
Sub-Committee for the Hiring of a Chief of Staff

Time Frame:

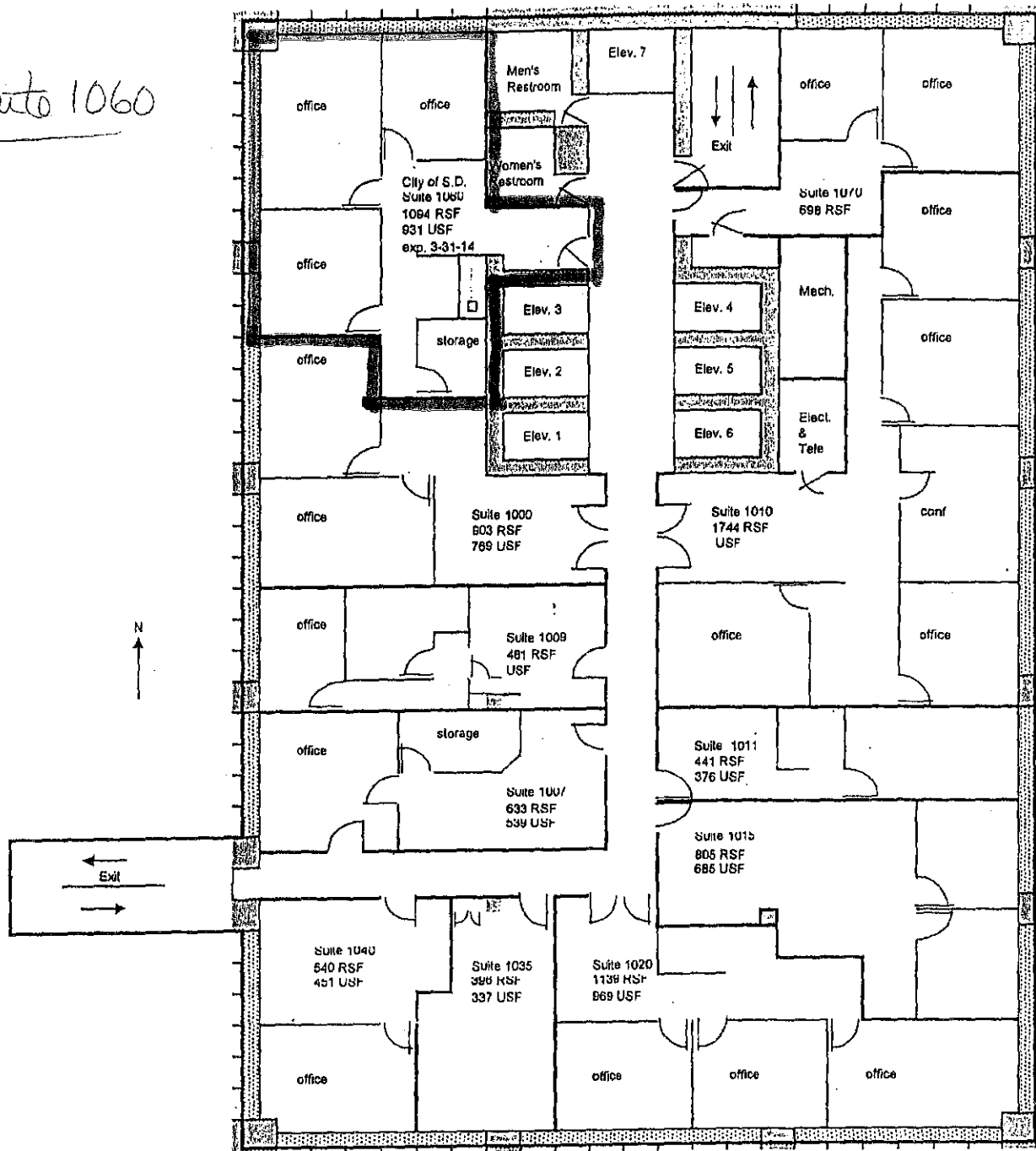
- October 25 - Update job description, create timeline, create budget, and suggest outreach.
  - November 4 - Take updated job description to full board for comment and approval. Get board input on outreach. Give budget estimate to board for approval.
  - November 5 - Post job description for approximately 30 days.
  - November 5 - If approved, begin process to hire HR Consultant or work with City HR staff.
  - December 3 - Close application period
  - December 6-10 - Review all applications
  - December 10 - Closed Session meeting of the Board. Full Committee have chance to review applications. Sub-Committee will advise on suggested 10 applications which best fill needs. Commission vote on 4-5 applicants they would like to be interviewed. Sub - Committee have authorization to hire one of chosen applicants.
  - December 13-16 - Interview the 4 - 5 applicants approved by Board.
  - December 17-20 - Final interviews if needed.
- Report back to Board with Chief of Staff at next Commission meeting.

**REDISTRICTING COMMISSION 2010**  
**PROPOSED BUDGETS FOR FY 2011 AND FY 2012**

	FY 2011 - Prorated figures	FY 2012 - Prorated figures	Redistricting Commission Proposed Budget	Salary	Fringe	Notes
<b>Staffing Costs</b>						
1.00 Chief of Staff	\$ 96,358	\$ 96,358	\$ 192,716	120,000.00	72,716.00	Salary based on Deputy Director salary range subject to job qualifications/experience.
1.00 Executive Secretary	\$ 36,801	\$ 44,162	\$ 80,963	50,511.00	37,812.00	Average salary. Assumes staff is hired for 11 months.
<b>Subtotal</b>	<b>\$ 133,159</b>	<b>\$ 140,520</b>	<b>\$ 273,679</b>			
<b>Other support staff/professional services</b>						
Consulting / legal services	\$ 15,000	\$ 15,000	\$ 30,000	Rate 30,000.00	Quantity 1.00	Estimated value.
Consulting / mapping and outreach services	\$ 45,000	\$ 45,000	\$ 90,000	90,000.00	1.00	Assumes vendor provides Technical support.
As-Needed Sign Language Interpreter Services	\$ 1,867	\$ 1,867	\$ 3,733			Assumes two interpreters at 7 community meetings held during the week after 5:00 pm. Three hour duration.
As-Needed Spoken Language Interpreter Services	\$ 5,530	\$ 5,530	\$ 11,060			Assumes two interpreters at 7 community meetings held during the week after 5:00 pm. Three hour duration.
City Clerk Support	\$ 12,258	\$ 12,258	\$ 24,516	63.51	386.00	Assumes 386 hrs of work based on 2000 RC actual meeting timelines. Cost assumes all work is performed as Overtime.
<b>Subtotal</b>	<b>\$ 79,655</b>	<b>\$ 79,655</b>	<b>\$ 159,309</b>			
<b>Non-Personnel Expense</b>						
Advertising/Noticing	\$ 1,500	\$ -	\$ 1,500	300.00	5.00	Estimated value.
Application Support/Labor	\$ 250	\$ 250	\$ 500			Support for unanticipated issues.
Cell Phone	\$ 1,000	\$ 1,000	\$ 2,000			Average cost per other similar organizations.
Meeting Expenses	\$ 250	\$ 250	\$ 500			Average cost per other similar organizations.
Network Access Charges		\$ 3,050	\$ 3,050			Estimate based on 6 phone and data port connections (assumes half a year support).
Office Supplies	\$ 500	\$ 500	\$ 1,000			Assumes printer cartridge \$200, printer paper \$300, additional supplies not available within the City \$500.
Phone Service - Long Distance	\$ 250	\$ 250	\$ 500			Average cost per other similar organizations.
Postage	\$ 500	\$ 500	\$ 1,000			Average cost per other similar organizations and 2000 RC documentation.
Print Shop Services	\$ 4,000	\$ 4,000	\$ 8,000			Average cost per other similar organizations.
Redistricting/Mapping Software	\$ 15,000	\$ -	\$ 15,000			Assumes the acquisition of two licenses and annual Support.
Rent	\$ -	\$ -	\$ -			Rent Suite 1060, Executive Complex. 1,094 rentable square feet.
Transportation Allowance - Mileage	\$ 375	\$ 375	\$ 750	0.50	1,500.00	Assumes 500 miles per 3.00 commission employees (Reimbursement rate of .50 per mile).
Transportation Allowance - Parking	\$ 1,250	\$ 1,250	\$ 2,500			Assumes at least 7 commission members and staff @ 40 meetings downtown.
<b>Subtotal</b>	<b>\$ 24,875</b>	<b>\$ 11,425</b>	<b>\$ 36,300</b>			
<b>Initial office expenditures</b>						
Fax Machine - hardware	\$ -	\$ -	\$ -			City issued.
Modular/Cubicle Furniture	\$ 500	\$ -	\$ 500			Assumes City support for most of the equipment outlay.
Moving/Relocation costs	\$ 1,800	\$ -	\$ 1,800			Estimate based on volume of equipment outlay.
Network Printer - hardware	\$ -	\$ -	\$ -			City issued.
Network Ready Computers	\$ -	\$ -	\$ -			City issued.
Office Furniture	\$ 800	\$ -	\$ 800			Assumes City support for most of the equipment outlay.
Office phones - hardware	\$ 1,000	\$ -	\$ 1,000			Assumes 5 phones.
Office Software	\$ 750	\$ -	\$ 750			Acrobat 9 Standard \$150 per user (assumes 3); Vision 2007 Standard \$150 per user (assumes 2).
Phone/Data/Fax connection	\$ 800	\$ -	\$ 800			Assumes 6 phones and 6 data lines.
Scanner - hardware	\$ -	\$ -	\$ -			Provided by City support staff.
<b>Subtotal</b>	<b>\$ 5,650</b>	<b>\$ -</b>	<b>\$ 5,650</b>			
<b>Totals</b>	<b>\$ 243,339</b>	<b>\$ 231,599</b>	<b>\$ 474,938</b>			
Contingency Reserve	\$ 12,531	\$ 12,531	\$ 25,062			
<b>Grand Total</b>	<b>\$ 255,870</b>	<b>\$ 244,130</b>	<b>\$ 500,000</b>			

**Note:** Non-Personnel expenditure allocation is subject to actual expenditure patterns. Transfers within each expenditure category may take place based on actual business needs.

Suite 1060



10th Floor East Tower

NOT TO SCALE  
FOR ILLUSTRATION ONLY

## Executive Complex

### **2000 Redistricting Commission meeting sites**

- Bayside Community Center – 2202 Comstock
- Bayview Baptist Church/Martin Luther King Jr. Ed Center – 6134 Benson Ave
- Central Library Auditorium – 820 E St
- City Administration Building – 202 C St
- Clairemont Community Service Center – 4731 Clairemont Dr
- Epicentre Teen Center – 8450 Mira Mesa Blvd
- Executive Complex – 1010 Second Ave
- Faith Presbyterian Church – 5075 Campanile Dr
- Forum Hall/UTC – 4545 La Jolla Village Dr
- Mid-City community Police Station – 4310 Landis St
- Norman Heights Community Center – 4649 Hawley Blvd
- Otay Mesa Library – 3003 Coronado Ave
- Pacific Beach Earl & Birdie Taylor Branch Library – 4275 Cass St
- Rancho Penasquitos Library – 13330 Salmon River Rd
- Scripps Ranch Branch Library – 10301 Scripps Lake Dr
- Tierrasanta Recreation Center – 11220 Clairemont Mesa Blvd
- Tubman-Chavez Cultural Center – 415 Euclid Ave

## City Library locations to hold Redistricting Commission meetings

**North University Library** (858) 581-9637 - 66 People  
8820 Judicial Dr.  
San Diego CA 92122

**Logan Heights Library** (619) 533-3968 - 300 People

567 So. 28th St.  
San Diego CA 92113

**Scripps Miramar Ranch Library** (858) 538-8158 - 300 People  
10301 Scripps Lake Dr.  
San Diego CA 92131

**Rancho Bernardo Library** (858) 538-8163 - 126 People  
17110 Bernardo Center Dr.  
San Diego CA 92129

**\* Point Loma/Hervey Library** (619) 531-1539 - 126 People  
3701 Voltaire St.  
San Diego CA 92107

**\*La Jolla Library** (858) 552-1657 - 110 People  
7555 Draper Ave.  
San Diego CA 92037

**Mission Valley Library** (858) 573-5007 - 104 People  
2123 Fenton Parkway  
San Diego CA 92108

**\*Serra Mesa/Kearny Mesa Library** (858) 573-1396 - 100 People  
9005 Aero Dr.  
San Diego CA 92123

**College-Rolando Library** (619) 533-3902 - 110 People  
6600 Montezuma Rd.  
San Diego CA 92115

**Carmel Valley Library** (858) 552-1668 - 65 People  
3919 Townsgate Dr.  
San Diego CA 92130

**Carmel Mountain Library** (858) 538-8181 - 61 People  
12095 World Trade Dr.  
San Diego CA 92128

**City Heights/Weingart Library** (619) 641-6100 - 120 People  
3795 Fairmount Ave.  
San Diego CA 92105

**Valencia Park/Malcolm X Library** (619) 527-3405 - 200 People  
5148 Market St.  
San Diego CA 92114

**Otay Mesa-Nestor Library** (619) 424-0474 - 266 People  
3003 Coronado Ave.  
San Diego CA 92154

### Library Hours:

T – W : 12:30 – 8:00

Th – F: 9:30 – 5:30

Sat: 9:30 – 2:30

**\* Sun: 1:00 – 5:00**

## **AGENDA**

FOR THE 2010 REDISTRICTING COMMISSION  
OF THE CITY OF SAN DIEGO  
THURSDAY, NOVEMBER 22, 2010  
4:00 p.m – 7:00 p.m  
202 C Street  
COUNCIL CHAMBERS - 12TH FLOOR

**ITEM-1: Call to Order**

**ITEM-2: Roll Call**

**ITEM-3: Non-Agenda Comment**

This portion of the agenda provides an opportunity for members of the public to address the Redistricting Commission on items of interest within the jurisdiction of the Commission.

Comments are limited to no more than three minutes per speaker. Submit requests to speak to the Commission's Operations Director prior to 4:00 p.m. Pursuant to the Ralph M. Brown Act, no discussion or action, other than a referral, shall be taken by the Redistricting Commission on any issue brought forth under "Non-Agenda Comment."

**ITEM-4: Approval of Commission Minutes**

Approval of Commission Minutes for the Meeting of November 4, 2010

### **ACTION ITEMS**

**ITEM-5: Subcommittee Reports**

- Subcommittee Report on Timeline

The timeline of events for each month in 2011 will be presented and discussed.

- Presentation by the City Clerks' Office
- Bylaws Subcommittee
  - Approve bylaws
- Hiring Subcommittee
  - Approve Timeline for Hiring of Chief of Staff
- Budget Subcommittee
  - Approve budget for fiscal years 2011 and 2012 Budget
- Website Subcommittee
  - Approve Redistricting Commission 2010 website

**INFORMATION ITEMS**

**STAFF REPORTS**

**ITEM-6: Joseph Walker, Supervising Management Analyst**

**ITEM-7: Adjournment**

**Back-up materials will be available at the City Clerk's Office front counter during normal business hours.**

**MINUTES  
FOR THE 2010 REDISTRICTING COMMISSION  
OF THE CITY OF SAN DIEGO  
THURSDAY, NOVEMBER 4, 2010  
IN THE COUNCIL CHAMBERS - 12TH FLOOR**

**CHRONOLOGY OF THE MEETING:**

The meeting was called to order by Chairman Anisha Dalal at 4:00 p.m. A moment of silence was observed for Police Officer Chris Wilson who was killed in the line of duty. Chairman Dalal adjourned the meeting at 5:47 p.m. to the next scheduled meeting of the Redistricting Commission on Monday, November 22, 2010 at 4:00 p.m. in the Council Chambers.

**ATTENDANCE DURING THE MEETING:**

(C) Chairman Anisha Dalal -present

(VC) Vice Chairman Carlos Marquez-present

(M) Ani-Mdivani-Morrow-present

(M) Fred Kosmo-present

(M) Theresa Quiroz-present

(M) David Potter-present

(M) Arthur Nishioka-present

**ITEM 2: ROLL CALL**

Chairman Anisha Dalal called the roll:

(C) Chairman Anisha Dalal -present

(VC) Vice Chairman Carlos Marquez-present

(M) Ani-Mdivani-Morrow-present

(M) Fred Kosmo-present

(M) Theresa Quiroz-present

(M) David Potter-present

(M) Arthur Nishioka-present



### **ITEM 3: NON-AGENDA PUBLIC COMMENT**

This portion of the agenda provides an opportunity for members of the public to address the Redistricting Commission on items of interest within the jurisdiction of the Commission. Comments are limited to no more than three minutes per speaker. Pursuant to the Ralph Brown Act, no discussion or action, other than a referral, will be taken by the Redistricting Commission on any issue brought forth under "Non-Agenda Comment."

#### **COMMENT 1:**

Dr. Allen Chan: Dr. Chan stated that APAC and many citizens in Mira Mesa and Rancho Peñasquitos believe that two of the most populated communities in North City should be included in the new council district. He expressed his belief that these two communities are communities of interest and have similar developmental histories. Their familial, educational, social economical, recreational and spiritual ties are intertwined and should be placed in one district. Dr. Chan presented a proposed map to keep Mira Mesa, Rancho Peñasquitos, and Kearny Mesa in one district.

#### **COMMENT 2:**

Mitz Lee: Ms. Lee spoke in behalf of the Mira Mesa Town Council Subcommittee on Redistricting and expressed the community's desire to ensure that the Mira Mesa Community not be divided during the redistricting process and should be considered as the heart of the new 9<sup>th</sup> Council District.

#### **COMMENT 3:**

Deven Patel: Mr. Patel spoke on behalf of the Asian Pacific Coalition and submitted a proposed map for the new 9<sup>th</sup> Council District. He urged the Commission to keep Rancho Peñasquitos, Mira Mesa, Miramar, and Kearny Mesa in one District.

### **ITEM 4: APPROVAL OF COMMISSION MINUTES:**

#### **Approval of the Commission minutes for the meeting of October 21, 2010.**

It was requested that Item 7 of the Minutes be corrected to replace the word "Chair," "Chairman" to "Commissioner" in four instances.

Correct the spelling of Commissioner Quiroz name from "Teresa" to "Theresa."

**Motion by Commissioner Nishioka to approve the Minutes with the corrections as requested, Second by Commissioner Quiroz. Motion is unanimously approved.**

## **ACTION ITEMS**

### **ITEM 5: SUBCOMMITTEE REPORTS**

#### **BY LAWS SUBCOMMITTEE**

Commissioner Nishioka thanked staff for providing document transcription and stated that he met with other members and suggestions were made and corrections of typographical mistakes were noted but essentially the base of the 2000 Redistricting Commission Bylaws and procedures were used. The date was changed and the number of Council Districts from 8 to 9 was changed. The subcommittee worked with the City Attorney to strengthen the Brown Act procedures and insert some items to keep tally of attendance at public meetings and archiving operational information for the benefit of the next redistricting commission.

Commissioner Quiroz suggested that on page 5 of 5, Item 7, at the end of the sentence; add "other than the time and date of upcoming meetings."

Commissioner Nishioka requested that on page 305, on the second line, add "her attention." Page 4 of 5, Article 5, Section 1, should read, "Decision of comportment or action of the Commission will be by majority votes of the members representing a quorum attending the meeting." "Representing a quorum" should be in parenthesis.

A discussion was had regarding Section 6 of the Bylaws "Independent Discussion." The City Attorney was directed to bring back language to the next Redistricting Commission Meeting for Section 6 regarding initiating conversation independently about redistricting and offering opinions about redistricting matters outside of the public hearings; and on Section 7, regarding websites and social networking sites.

#### **HIRING SUBCOMMITTEE**

##### **Timeline for hiring staff**

Commissioner Quiroz gave a report on the time frame for hiring staff. Ms. Quiroz expressed the importance of having someone in place by December 1, 2010, which she felt was the best time-frame for fulfilling the Commission's goals. The subcommittee compiled a job description for the Chief of Staff. Subcommittee desired to have an assistant to the Chief of Staff as soon as possible and requested to be given the authority to compile a job description for the assistant to the Chief of Staff.

Commissioner Quiroz went through the timeline as follows: Tomorrow the job description will be posted if approved. There will be under a month to accept the job applications. The review of the application will take a week and any Commissioner may review the applications. A meeting of the Commission will be held to review the applications and determine which are chosen for interview. If necessary, the final interview will be held in the week of December 17<sup>th</sup>.

Mr. Walker stated that the time frame will be also based on the outcome of what will be available in terms of resources and any setbacks that might be created by authorization. He checked with the City Attorney's Office and by the Charter the Commission is allowed to hire the Chief of Staff. Human Resources is available to assist in the hiring process and they would like to participate in providing support. The time frame will also be subject to City timelines and holidays.

City Attorney Spivak commented that on the December 10<sup>th</sup> timeline, the final sentence says the subcommittee would have authorization to hire one of the applicants. The Charter is very clear that you need five votes to actually appoint the person so the City Attorney recommends a change to that language so the subcommittee might have authorization to recommend who it might be, but the actual appointment would have to come from the full Commission with five votes.

Commissioner Quiroz stated that the Subcommittee would have to meet sometime in the week of December 17<sup>th</sup> to the 20<sup>th</sup> and come forward with a recommendation to the Commission.

Commissioner Quiroz stated that the Subcommittee created a job description and are in a difficult position in that the Commission will be hiring this person, but they are going to be a City employee so the job description is done in the way the City writes up its hiring notices.

Mr. Walker stated that the Human Resources Department reviewed the draft and had one recommendation on the second page where it states that employment is from -- they recommend it state, "The term of employment will be from January 2011 through December 2011."

City Attorney Spivak had a suggestion regarding the draft. Ms. Spivak recommended that where it talks about the term of employment and the line that says, "The position will remain in effect until any and all legal referendum challenges have been resolved," that it be changed to say that it states in the City Charter that the Chief of Staff shall serve at the Commission's pleasure.

Chairman Dalal suggested that on the second page, page 2 of 3, add strong leadership/management/supervisory skills.

**Motion by Commissioner Quiroz to approve the timeline as amended. Second by Commissioner Potter. The Motion is unanimously approved.**

**Motion by Commissioner Quiroz to authorize the Subcommittee to write a draft of the job description for the Executive Assistant. Second by Commissioner Marquez. Motion is unanimously approved.**

## **BUDGET SUBCOMMITTEE**

Chairman Dalal made the presentation and explained that the budget was broken up into Fiscal Year 2011 from December through June 30<sup>th</sup>, 2012 in the first column. The second column is the project cost for Fiscal Year 2012, which is July 1<sup>st</sup>, 2012 through December 31<sup>st</sup>, 2012. It was broken up into staffing costs, consulting and legal services, consulting for mapping and outreach services, interpretation services, signs and for City Clerk support. Also included in the presentation were items for non-personnel expenses related to office supplies and office expenditures. There was also an accounting for contingency reserves in case additional costs arise. The goal is to stay within the budget of \$500,000.

Mr. Walker explained the process for the budget and requesting funds for Fiscal Year 2012. Mr. Walker stated that the City is looking for ways to fully mitigate the costs. Mr. Walker stated that he is working with Financial Management to ensure that the funds are secured for Fiscal Year 2011 and 2012.

Commissioner Nishioka requested an accounting of the expenditures to ensure the Commission is staying within their budget.

Mr. Walker explained that he could provide that information on a periodic basis as requested by the Commission. Mr. Walker recommended that it be provided on a monthly or bi-monthly basis.

Commissioner Marquez and Chairman Dalal discussed the budget item for one consultant which would be a mapping and outreach services consultant. Commissioner Marquez commented that the prior commission had a community liaison consultant. Chairman Dalal expressed concerns that there would be periods of time when the work may be slow and not much to do and felt that it would be in the best interest of the Commission to be conservative and not get locked into a fuller, part-time position where someone is receiving benefits and this is why it was put together as mapping and outreach services, and thought the amount of \$45,000 for Fiscal Year 2011 would be sufficient.

Mr. Walker stated that as part of the recommendations of the prior commission, they recommended that the technical specialist be dedicated full-time service. In regard to the outreach, there was not a lot of detail regarding their full-time involvement. An additional change needs to be added to the budget regarding the advertising and noticing. The amount will have to be adjusted up from the 300 estimated value times five RFPs to 600 times five. So we're looking at \$3,000 instead of \$1,500. The adjustment will be absorbed as part of the contingency.

Commissioner Nishioka asked about the City's policy relative to college student interns working on a specific project. City Attorney Spivak stated that she did not know and would get the information.

Chairman Dalal stated that this is a discussion item and will return on November 22<sup>nd</sup> to make a formal motion.

The Commission discussed the software needs and Commissioner Marquez asked about the timeline for the RFP for the software.

Mr. Walker stated that the timeline will start after the census is out and the Commission can look into the software and consultant needs. Mr. Walker explained that the budget does include the estimated purchase of the software and some consultant support related to the software. If the Commission desires to consolidate the two line items into one dealing with the software acquisition regardless of how it's going to be broken down, it is the option of the Commission.

#### **PUBLIC COMMENT**

Douglas Johnson stated that he is a redistricting consultant. He discussed software and the current costs of the software and license.

#### **ITEM 6 THE PUBLIC ENGAGEMENT PLAN**

##### **PUBLIC COMMENT**

Douglas Johnson, President of National Demographics Corporation stated that public engagement is really the key and stated that it was important to combine public engagement and technical consulting. Mr. Johnson recommended that the Commission look at what the Coastal Commission does as far as the communication issue. He made a recommendation that in Section 6 of Article 4, could be read to ban closed sessions with the attorney, so instead of "public meetings of the Commission," he suggested it be "meetings with the Commission."

Commissioner Quiroz suggested that the Commission needs to address the issue of what redistricting means to the public and why they should be involved. Ms Quiroz stated that once the website is set up there needs to be something available to the public if they want information on the next meeting or agenda.

#### **ITEM 7 2011 CALENDAR**

Chairman Dalal stated that it is important to map out the monthly goal and scope of work and suggested the best way to go about doing that is to create a Subcommittee to look at this. She stated that it might be best to have a month-by-moth report with two or three key goals the Commission wishes to accomplish in order to be proactive and efficient.

Commissioner Quiroz agreed.

**Motion by Chairman Dalal to form a subcommittee to look at the scope of work and create two or three goals for each month in 2011. Second by Commissioner Quiroz. Motion is approved unanimously.**

**Motion by Commissioner Mdivani-Morrow to appoint Chairman Dalal as the chair for the subcommittee. Second by Commissioner Marquez.**

Chairman Dalal requested volunteers for that subcommittee and selected Commissioner Potter, Commissioner Nishioka, and Commissioner Mdivani-Morrow.

## **ITEM 8 WEBSITE ISSUES**

Mr. Walker made the Redistricting Website presentation

Commissioner Nishioka: Fantastic. I think you and the team did a fantastic preliminary job. Question, regarding the City Clerk's site. A request, once we go live, that there be a link from their website to this particular website. Also, I have a request that the City Clerk remove the stale documents on there, such as the commissioner applications for these positions as they are no longer relevant.

Mr. Walker: We're actually going to have this website be the staging ground for all the links for whatever is available for the redistricting. I would add the application forms somewhere here. That way, ten years from now, someone can locate them; but it definitely doesn't have to be available immediately on the first page.

Commissioner Nishioka: I want to make it clear to those that go to the City Clerk's website that the information is to come from us as opposed to them.

Mr. Walker: Absolutely. I know that. The City Clerk's site is in place until this website takes over the role. Because I wanted your feedback before going live, right now, it's sitting with the Clerk's Office, but I believe there is an understanding that this website will take the lead and will have all the documentation centralized here.

Nishioka: One small request relative to putting the current district map up there, that it all be one color so we're starting from a blank slate.

Mr. Walker: Absolutely, and if that's something that as the subcommittee you would like to do or outside of the subcommittee, whatever you wish. I just want to make sure that's understood, on the direction on how to proceed.

There maybe some items that cannot be removed from the City Clerk's office or perhaps City TV web-links. Just to be clear, this will be the main site and I will try to post it on the City's main site, so that way people can click on it. It doesn't preclude the City Clerk from having links that look individual but actually have the link to the same source. I just have to make sure with the web team on how that would work.

Commissioner Nishioka: I think you understand the intent.

Mr. Walker: The intent is to have this drive it. I understand.

Dalal: Is the intent for the website to go live on Tuesday and the subcommittee to continue revising it?

Mr. Walker: The web team has made me the offer if the Commission wishes to have that. If we have changes today, I would recommend as part of the subcommittee that it be review and then maybe it can go live. In regards to e-mails, because I have already made the citizenry aware of the e-mail address, the e-mail account is available and people can start sending the information there and will forward it over to you as needed.

**Motion by Commissioner Marquez to establish a subcommittee to review the website and give input. Second by Commissioner Nishioka. The motion is approved unanimously.**

**Motion by Commissioner Quiroz to nominate Commissioner Marquez as the Chair of the Website Review Subcommittee. Second by Commissioner Nishioka. The motion is approved unanimously.**

Further discussion on the Website issues.

Chairman Dalal: I would like to volunteer because I wanted to give input on how it looks.

Commissioner Quiroz: I would like to refer back to my comment on why people should be interested in redistricting and suggest that maybe, see the bright yellow piece that says frequently asked questions, perhaps there should be a bright yellow piece that says, "How does redistricting affect you?" That, I think, is going to be a very important question at this point. We may be able to take it down later. For now, that is a very important part.

Commissioner Kosmo: I think that the website is super important for outreach. I view that as a centerpiece of getting out the basic information and getting the public input. It is important that it is easy to use and accessible.

Commissioner Potter: There is currently a webpage that lists all City departments, will this be listed as one of those departments so it's easy to find?

Mr. Walker: No, sir. We have to stay independent from the departments. There is no need for that. It will be in the main page for the City, available to the citizens so they can—as they log in to City of San Diego website, they will immediately see the button that leads to the Redistricting Commission and will not need to search for it as part of the department structure.

Commissioner Potter: But they won't have to go into the Boards and Commissions?

Mr. Walker: Most likely we will have to do that only because the City Clerk's office has to follow some sort of protocol in regards to accessing information, but again, this is going to be the main site. If the user chooses to access it through the City Clerk's website, through the Commissions button, they could; but the main driving website will be this one. If as user you log into the City of San Diego's main page you will be able to click right from there.

Commissioner Marquez: I agree with you Commissioner Kosmo and I was wondering if there might be a way to change the URL, the public URL so it says something recognizable and easy for people to enter rather than having the URL specific to San Diego.gov.

Mr. Walker: I'll have to discuss that with the web team in regards to what that will do, but I'll communicate that information later.

Commissioner Marquez: I think the subcommittee will attempt to look at exactly where that line is, where we can make the website as interactive as possible without incurring costs. Maybe a video of folks telling their story of why redistricting is important would be something we can play with.

Mr. Walker: What I can offer up also for the subcommittee is to have someone from the web team maybe give you a presentation of what can be done and you can ask questions directly to them.

Commissioner Nishioka: Who controls the 2000 Redistrict Commission website?

Mr. Walker: Are you referring to whether or not it would be the City Clerk or the web team? I'm going to follow up with you to confirm that, but I would think it would be the City Clerk's Office at this point because it's a matter of records available to the community, but I can confirm that for you.

Commissioner Kosmo: I was following the State Redistricting Commission and I thought the State Redistricting Commission website is good and you can follow everything that is going on in the state on a regular basis so I would suggest you take a look at that to get ideas.

## **ITEM 9 STAFF REPORTS**

Mr. Walker: In regards to me reporting something to you I guess part of the information has been communicated, particularly the budget. Some things I needed to follow up for you: One of the key elements regarding office and the functionality and so forth is the office space. We've identified one location and the subcommittee, the Budget Subcommittee, also visited the location. It is currently at the Executive Complex and it's a three-office space. It's private. I think the subcommittee was please with what I had to offer. With the assistance of the Real Estate Department, we've been able to secure the location without a lease, no rent costs. The furniture has already been identified and once the budget is set and approved, to be expended from, I can start establishing the office space that will be the home base.

Commissioner Nishioka: That's great. Who is the owner of that; what department owns it?

Mr. Walker: It's leased space from the City's Master Real Estate Lease Plan. Real Estate owns the contract, but it is leased office space and not a City-owned facility.



Commissioner Nishioka: and there is no possibility of us being booted out because of another department's needs?

Mr. Walker: No. The lease is secured for at least that year.

Commissioner Kosmo: I think that we should take Mr. Walker's suggestion, because one of the things we were going to look at in the Budget Committee was spending about \$50,000 for rent space so we found this space. It's not being used by the City. We got it rent free; it's secure, and it is certainly better use of our resources to use that money for mapping, outreach of services, websites, a lot of things we can do and it's a very functional space. I was very pleased with it.

Commissioner Marquez: This is not the same area the City Council offices are in? It's in another area?

Mr. Walker: Executive Complex is just across the way from us and a totally different building.

Commissioner Nishioka: Who is our neighbor?

Mr. Walker: I have to get back to you and let you know. I know the building has some City offices. I don't know who resides in the same floor as you would, but I can get back to you on that.

Commissioner Kosmo: I didn't see a lot of City staff up there so we would have privacy as far as City staff. I thought that was a good thing.

Commissioner Quiroz: I worked on the two subcommittees the Hiring and the Budget and just want to say thank you to Mr. Walker. You did an incredible Job.

Mr. Walker: It's a team effort

The final two things I wanted to show you: There was an interest in knowing what other sites outside of the City Administration building were available to the 2000 Redistricting Commission, and I attached it as part of your supporting documentation. There are quite a few but the majority of the events were held here and as I mentioned before, given the budget situation, I highly recommend that we -- even when location are available, there might be some issues with the sound the video that might preclude us from avoiding costs, so if we can keep it within the City Administration Building or like I added to your attachments as well, City library locations. I also provided that for informational purposes it has a series of location and population count that may be attending the meetings and the majority of them have the necessary equipment already in place and City-tested, which mean other meetings were held there. As long as we keep them within the library and City Administration Building our costs will remain low and that's highly recommended.

Commissioner Nishioka asked about software that was used in 2000 and also the equipment.

Mr. Walker: I've had a group of people research that, but they haven't been able to get back to me on whether or not the software still exists somewhere or even the equipment. What happens is most commissions do not incur the costs that we're incurring only because this is a unique business, but again there really is not a good record of what happened to the equipment. Most likely it either got absorbed or eventually discarded.

Commissioner Nishioka: Thank you for taking care of that for me. I think relative to software given the ten years is a long time in technology that any information there would be irrelevant.

Chairman Dalal: I have a question on City Library location or the Redistricting Commission meeting sites. In your estimation about how much notice would be necessary to secure the library location or those other sites, and if I understand correctly we also have to have the television set up so when we look at our scope of work when we talk about going to certain sites, how much advance notice do we have to give?

Mr. Walker: I would have to check and get back to you. The sooner we organize and communicate that to the facilities the better, I would need to double check to see how that would work.

Commissioner Potter: One other location for consideration is the Metro Wastewater facility up on Topaz. When the committee room became needed because of council hearings, we moved out there and they have a nice facility there. That would be something to consider -- up in the Kearny Mesa area.

Mr. Walker: I will contact Metro Wastewater and find out if they can make that available to us.

## **ADJOURNMENT**

Chairman Dalal adjourned the meeting of the 2010 Redistricting Commission at 5:47 p.m. to the next meeting of Monday, November 22, 2010 at 4:00 p.m. to be held in Council Chambers.

Community Attendance count: nine (9)

## **Redistricting 2010**

### **Timeline**

### **DRAFT**

**Revised 11.19.10**

#### **October 2010:**

**Oct. 1 – Commissioners appointed**

**Oct. 21 – Meeting No. 1**

#### **November 2010:**

**Nov. 4 – Meeting No. 2; Develop commission website**

**Nov. 22 – Meeting No. 3**

**Nov. 30 – Submit Budget to Judges and then it goes to City Council for approval**

#### **December 2010:**

**Dec. 3 – close application period for all advertisements for Chief of Staff**

**Dec. 6-8 – Sub-Committee reviews all applications for Chief of Staff and will advise commission on top 10 applicants**

**Dec. 13 – Meeting No. 4; Commission votes on final candidates who will move forward to the interview process.**

**Dec. 14 - 17 – Interviews are scheduled for top applicants approved by Commission; Applicants may be interviewed through mid January depending on availability/schedule.**

#### **January 2011:**

**Commissioners make final selection for Chief of Staff (through a voting process) – mid January**

**City Council approves Redistricting Commission budget (mid January)**

**Hear Planning Dept. presentation on census/demographic information**

**Prepare RFPs for Legal services, Mapping and Outreach service Consultants**

**February 2011:**

**Chief of Staff begins work and moves into executive office space; Hires Executive Secretary**

**Commission hires Legal services, Mapping and Outreach service Consultants**

**Commission training on Mapping software**

**March 2011:**

**Schedule and plan for community outreach for pre-map public hearings**

**Conduct Pre-map public hearings in Existing Council Districts**

**Contract for transcription services**

**April 2011:**

**April 1 – City population data file received**

**Conduct Pre-map public hearings in Existing Council Districts (4 ?)**

**Obtain and manipulate population data for existing communities**

**May 2011:**

**Develop preliminary redistricting map options (Televised Meetings)**

**June 2011:**

**Continue development of preliminary redistricting map options (Televised Meetings)**

**Due date for receipt of public maps**

**Schedule and plan for community outreach for post-map public hearings in council districts**

**Conduct post-map public hearings in council districts (4?)**

**July 2011:**

**Conduct post-map public hearings in council districts**

**Adopt and File Preliminary Redistricting plan with City Clerk**

**Final redistricting plan discussions**

**August 2011:**

**Final redistricting plan discussions**

**Final Redistricting plan due August 15, 2010**

**File Final Redistricting Plan and Related Documents with City Clerk & Registrar of Voters**

**September – December 2011:**

**End tasks, Final Report and Recommendations, Close offices**

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## JANUARY 2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1 New Year's Day
2	3	4	5	6	7	8
	LEGISLATIVE RECESS					
9	10 9AM -Audit 2PM-Council	11 9AM-Closed Session 10AM-Council 2PM-Council 2PM-HA/RA	12 9AM-Rules 2PM-LU&H 6PM-State of the City Address	13	14	15
16	17 Martin Luther King, Jr. Day	18	19	20	21	22
		LEGISLATIVE RECESS				
23	24 2PM-Council *6 PM-Council	25 1 PM-Closed Session **2PM-Council 2PM-HA/RA	26 9AM- Budget 2PM-PS&NS	27	28	29
30	31 2PM-Council					

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## FEBRUARY 2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		<b>1</b> 9AM-Closed Session 10AM-Council 2PM-Council 2PM-HA/RA	<b>2</b> 9AM-Rules 2PM-NR&C	<b>3</b>	<b>4</b>	<b>5</b>
<b>6</b>	<b>7</b> 9 AM- Audit 2PM-Council	<b>8</b> 9AM-Closed Session 10AM-Council 2PM-Council 2PM-HA/RA	<b>9</b> 9AM-Budget 2PM-LU&H	<b>10</b>	<b>11</b>	<b>12</b>
<b>13</b>	<b>14</b> 2PM-Council	<b>15</b> 9AM-Closed Session 10AM-Council 2PM-Council 2PM-HA/RA	<b>16</b> 9AM-Rules 2PM-PS&NS	<b>17</b>	<b>18</b>	<b>19</b>
<b>20</b>	<b>21</b> President's Day	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>
		LEGISLATIVE RECESS				
<b>27</b>	<b>28</b> 2PM-Council					

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## MARCH 2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		<b>1</b> 9AM-Closed Session 10AM-Council 2PM-Council 2PM-HA/RA	<b>2</b> 9AM-Budget 2PM-NR&C	<b>3</b>	<b>4</b>	<b>5</b>
<b>6</b>	<b>7</b> 9 AM-Audit 2PM-Council	<b>8</b> 9AM-Closed Session 10AM-Council 2PM-Council 2PM-HA/RA	<b>9</b> 9AM-Rules 2PM-LU&H	<b>10</b>	<b>11</b>	<b>12</b>
<b>13</b>	<b>14</b> 2PM-Council *6 PM-Council	<b>15</b> 1 PM-Closed Session **2PM-Council 2PM-HA/RA	<b>16</b> 9AM-Budget 2PM-PS&NS	<b>17</b>	<b>18</b>	<b>19</b>
<b>20</b>	<b>21</b> 2PM-Council	<b>22</b> 9AM-Closed Session 10AM-Council 2PM-Council 2PM-HA/RA	<b>23</b> 9AM-Rules 2PM-NR&C	<b>24</b>	<b>25</b>	<b>26</b>
<b>27</b>	<b>28</b> 2PM-Council	<b>29</b> 9AM-Closed Session 10AM-Council 2PM-Council 2PM-HA/RA	<b>30</b> 9AM-Budget 2PM-LU&H	<b>31</b> Cesar Chavez Day		

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## APRIL 2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4	5	6	7	8	9
	LEGISLATIVE RECESS					
10	11 2PM-Council	12 9AM-Closed Session 10AM-Council 2PM-Council 2PM-HA/RA	13 9AM-Rules 2PM-PS&NS	14	15	16
17	18 2PM-Council	19 9AM-Closed Session 10AM-Council 2PM-Council 2PM-HA/RA	20 9AM-Budget 2PM-NR&C	21	22	23
24	25 2PM-Council	26 9AM-Closed Session 10AM-Council 2PM-Council 2PM-HA/RA	27 9AM-Rules 2PM-LU&H	28	29	30

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## MAY 2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<b>1</b>	<b>2</b> 9AM-Audit 2PM-Council	<b>3</b> 9AM-Closed Session 10AM-Council 2PM-Council 2PM-HA/RA	<b>4</b> 9AM- Budget Review Committee 2PM-Budget Review Committee	<b>5</b> 9AM-Budget Review Committee 2PM-Budget Review Committee	<b>6</b> 9AM-Budget Review Committee 2PM-Budget Review Committee	<b>7</b>
<b>8</b>	<b>9</b> 2PM-Council *6PM-Council	<b>10</b> 1PM-Closed Session **2PM-Council 2PM-HA/RA	<b>11</b> 9AM-Budget 2PM-PS&NS	<b>12</b> <i>(If needed)</i> 9AM-Budget Review Committee 2PM-Budget Review Committee	<b>13</b> <i>(If needed)</i> 9AM-Budget Review Committee 2PM-Budget Review Committee	<b>14</b>
<b>15</b>	<b>16</b> 2PM-Council	<b>17</b> 9AM-Closed Session 10AM-Council 2PM-Council 2PM-HA/RA	<b>18</b> 9AM-Rules 2PM-NR&C	<b>19</b>	<b>20</b>	<b>21</b>
<b>22</b>	<b>23</b> 2PM-Council then Closed Session	<b>24</b> 9AM-Closed Session 10AM-Council 2PM-Council 2PM-HA/RA	<b>25</b> 9AM-Budget 2PM-LU&H	<b>26</b>	<b>27</b>	<b>28</b>
<b>29</b>	<b>30</b> Memorial Day	<b>31</b> <b>LEGISLATIVE RECESS</b>				

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## JUNE 2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
			LEGISLATIVE RECESS			
5	6 9AM-Audit 2PM-Council	7 9AM-Closed Session 10AM-Council 2PM-Council 2PM-HA/RA	8 9AM-Rules 2PM- PS&NS	9	10	11
12	13 2PM-Council	14 9AM-Closed Session 10AM-Council 2PM-Council 2PM-HA/RA	15 9AM-Budget 2PM- NR&C	16	17	18
19	20 2PM-Council	21 9AM-Closed Session 10AM-Council 2PM-Council 2PM-HA/RA	22 9AM-Rules 2PM- LU&H	23	24	25
26	27 2PM-Council	28 9AM-Closed Session 10AM-Council 2PM-Council 2PM-HA/RA	29 9AM-Budget 2PM- PS&NS	30		

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## JULY 2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4 Independence Day	5	6	7	8	9
		LEGISLATIVE RECESS				
10	11 9AM-Audit 2PM-Council	12 9AM-Closed Session 10AM-Council 2PM-Council 2PM-HA/RA	13 9AM-Rules 2PM- NR&C	14	15	16
17	18 2PM-Council *6PM-Council	19 1PM-Closed Session **2PM-Council 2PM-HA/RA	20 9AM-Budget 2PM- LU&H	21	22	23
24 31	25 2PM-Council	26 9AM-Closed Session 10AM-Council 2PM-Council 2PM-HA/RA	27 9AM-Rules 2PM- PS&NS	28	29	30

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## AUGUST 2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	<b>1</b> 9AM-Audit 2PM-Council	<b>2</b> 9AM-Closed Session 10AM-Council 2PM-Council 2PM-HA/RA	<b>3</b> 9AM-Budget 2PM-NR&C	<b>4</b>	<b>5</b>	<b>6</b>
<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>
	LEGISLATIVE RECESS					
<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>
	LEGISLATIVE RECESS					
<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>
	LEGISLATIVE RECESS					
<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>			
	LEGISLATIVE RECESS					

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## SEPTEMBER 2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
				LEGISLATIVE RECESS		
4	5 Labor Day	6	7	8	9	10
		LEGISLATIVE RECESS				
11	12 9AM-Audit 2PM-Council	13 9AM-Closed Session 10AM-Council 2PM-Council 2PM-HA/RA	14 9AM-Rules 2PM- LU&H	15	16	17
18	19 2PM-Council *6PM-Council	20 1PM-Closed Session **2PM-Council 2PM-HA/RA	21 9AM-Budget 2PM- PS&NS	22	23	24
25	26 2PM-Council	27 9AM-Closed Session 10AM-Council 2PM-Council 2PM-HA/RA	28 9AM-Rules 2PM- NR&C	29	30	

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## OCTOBER 2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3 9AM-Audit 2PM-Council	4 9AM-Closed Session 10AM-Council 2PM-Council 2PM-HA/RA	5 9AM-Budget 2PM-LU&H	6	7	8
9	10 2PM-Council	11 9AM-Closed Session 10AM-Council 2PM-Council 2PM-HA/RA	12 9AM-Rules 2PM-PS&NS	13	14	15
16	17 2PM-Council	18 9AM-Closed Session 10AM-Council 2PM-Council 2PM-HA/RA	19 9AM-Budget 2PM-NR&C	20	21	22
23	24	25	26	27	28	29
	LEGISLATIVE RECESS					
30	31 2PM-Council					

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## NOVEMBER 2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		<b>1</b> 9AM-Closed Session 10AM-Council 2PM-Council 2PM-HA/RA	<b>2</b> 9AM-Rules 2PM-LU&H	<b>3</b>	<b>4</b>	<b>5</b>
<b>6</b>	<b>7</b> 9AM-Audit 2PM-Council	<b>8</b> 9AM-Closed Session 10AM-Council 2PM-Council 2PM-HA/RA	<b>9</b> 9AM-Budget 2PM-PS&NS	<b>10</b>	<b>11</b> Veteran's Day	<b>12</b>
<b>13</b>	<b>14</b> 2PM-Council *6PM-Council	<b>15</b> 1PM-Closed Session **2PM-Council 2PM-HA/RA	<b>16</b> 9AM-Rules 2PM-NR&C	<b>17</b>	<b>18</b>	<b>19</b>
<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b> Thanksgiving Day	<b>25</b>	<b>26</b>
	LEGISLATIVE RECESS					
<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>			
	LEGISLATIVE RECESS					

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## DECEMBER 2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
4	5* 9AM-Audit 2PM-Council	6* 9AM-Closed Session 10AM-Council 2PM-Council 2PM-HA/RA	7 9AM-Budget 2PM-LU&H	8	9	10
11	12	13	14	15	16	17
	LEGISLATIVE RECESS					
18	19	20	21	22	23	24
	LEGISLATIVE RECESS					
25	26 Holiday	27	28	29	30	31
		LEGISLATIVE RECESS				

# 2012 ELECTION DATES AND DEADLINES

Presented by Denise C. Jenkins,  
Elections Analyst,  
Office of the City Clerk  
November 22, 2010

# When Is the 2012 Primary Election?

## Possible Scenarios:

- March 6 – Presidential (only) Primary  
June 5 – Regular Primary (CoSD consolidation)  
November 6 – General Election
- March 6 – Combined Primary (CoSD consolidation)  
June – no election  
November 6 – General Election
- June 5 – Combined Primary (CoSD consolidation)  
November 6 – General Election

# Important Dates for a March or June Primary Election

## March 6, 2012 Primary

- **August 15, 2011**
  - ROV Deadline for Map
- **March 6, 2011**
  - Candidates may begin seeking contributions (SDMC §27.2938)
- **November 9, 2011**
  - First day to obtain nomination papers (SDMC §27.0204)
- **November 17 - December 8, 2011**
  - Candidates may file nomination papers (SDMC §27.0214)

## June 5, 2012 Primary

- **August 15, 2011**
  - ROV Deadline for Map
- **June 5, 2011**
  - Candidates may begin seeking contributions (SDMC §27.2938)
- **February 12, 2012**
  - First day to obtain nomination papers (SDMC §27.0204)
- **February 18 – March 8, 2012**
  - Candidates may file nomination papers (SDMC §27.0214)

BYLAWS  
&  
OPERATING PROCEDURES  
of the  
CITY OF SAN DIEGO 2010 REDISTRICTING COMMISSION

ARTICLE I Name and Purpose

Section 1. The name of this commission is the CITY OF SAN DIEGO 2010 REDISTRICTING COMMISSION, hereinafter referred to as the Commission, with each member registered to vote in the City of San Diego. All of the activities of this Commission will be conducted in its official name.

Section 2. The sole and exclusive authority to adopt plans which specify the boundaries of districts for the City Council is vested in the Commission. After the decennial census, the Commission will adopt plans that redistrict the City into nine (9) Council Districts designated by one (1) to nine (9) inclusively. Those districts will be used for all elections of Council Members, including their recall, and for filling any vacancy in the office of member of the Council. No change in the boundary or location of any district by redistricting as herein provided will operate to abolish or terminate the term of office of any member of the Council prior to the expiration of the term of office for which such member was elected.

Districts formed will each contain, as nearly as practicable, one ninth (1/9) of the total population of the City as shown by the Federal census immediately preceding such formation of districts.

Section 3. It is the intent of the Commissioners to perform their duties to ensure fair and equitable redistricting for all racial, ethnic and language minorities, and be in conformance with the requirements of the U.S. Constitution and Federal Statutes as amended.

Section 4. To the extent it is practical to do so, districts will preserve identifiable communities of interest; be geographically compact-populous contiguous territory will not be bypassed to reach distant populous areas; be composed of whole census units as developed by the United States Bureau of the Census; be composed of contiguous territory with reasonable access

between population centers in the district, and not be drawn for the purpose of advantaging or protecting incumbents.

- Section 5. Positions and opinions of the Commission will not be established or determined by any other criteria than contained in Section 5 of the San Diego Charter, amended by Proposition C, June 1992.

## ARTICLE II - Commissioners

- Section 1. Members of the Commission will be composed of seven (7) persons who have been appointed by three (3) retired Judges of the Superior Court, San Diego Judicial District drawn at random by the City Clerk pursuant to Section 5.1 of the San Diego Charter, amended by Proposition C, June 1992.
- Section 2. The Judges will appoint women and men who will give the Commission geographic, social and ethnic diversity, and who in their judgment, have a high degree of competency to carry out the responsibilities of the Commission. The appointees will include individuals with a demonstrated capacity to serve with impartiality in a non-partisan role.
- Section 3. Any vacancy in the Commission which occurs after the Commission is constituted will be filled within seven (7) calendar days by the same procedure and using the same criteria as the appointment of the initial Commissioners.
- Section 4. Any vacancy created by continuous absences (without approval of the Chair) will not exceed three (3). Upon such occurrence the Commission, by the majority vote, can recommend to the Appointing Authority, removal of the member for cause.

## ARTICLE III - Officers and Chief of Staff

- Section 1. Officers will include a Chair and Vice Chair.

Their duties are as follows:

The Chair will convene and conduct regularly scheduled and or special Commission meetings, order committee meetings and other activities germane to the Commission.

All public statements will be expressly the responsibility of the Chair and any inquiries will be directed to his or her attention.

The Vice Chair will chair meetings and duties in the absence or instruction of the Chair.

- Section 2. The Commission shall employ a Chief of Staff who shall serve at the Commission's pleasure, exempt from Civil Service, and shall contract for needed staff, technical consultants and services, using existing City staff to the extent possible. Aye votes by 5 members of the Commission shall be required for the appointment of its chief of staff.

The duties of the Chief of Staff will be consistent with the job description approved by the Commission, and consistent with such other instructions or requests that are later provided by the Commission.

#### ARTICLE IV - Meetings

- Section 1. Commission meetings will be open to the public and all records and data will be available at no charge to the public for inspection in the Office of the City Clerk during normal business hours. Copies of records and plans shall be provided, for a reasonable fee, for any interested person.
- Section 2. The Chair will establish regular and special meetings according to the requirements of the activities of the Commission and provide notices to the public thereof.
- Section 3. The Commission shall make every reasonable effort to have meetings to afford maximum public access to its proceedings. It will solicit public comment and will hold at least four (4) public hearings in various geographic areas of the City before the preparation of a preliminary redistricting plan.
- Section 4. Commission staff shall make its best efforts to count the number of members of the public attending a meeting and enter such tally into that meeting's minutes. Commission staff shall report at each regular meeting the status of receipt of final Census data until such information is officially received.
- Section 5. Within sixty (60) days after the Commissioners are appointed, the Commission will adopt a budget and submit it to the Appointing Authority.

If it is approved, the budget will be forwarded to the City Council for its consideration. The City Council shall appropriate adequate funds to the Commission and to the City to carry out their duties

Section 6. At least thirty (30) days prior to the adoption of the final plan, the Commission will file a preliminary plan with the City Clerk, along with a written statement of findings and reasons for adoption which includes notation of all criteria employed in the process and a full analysis and explanation of decisions made by the Commission.

Section 7. During the thirty (30) day period after the filing, the Commission will hold at least three (3) public hearings in various geographic areas of the City before it adopts a final plan. Upon approval of the final plan, the Commission will adjust the boundaries of any or all of the Council districts of the City pursuant to the final plan. The final redistricting plan will be effective thirty (30) days after adoption and will be subject to the right of referendum in the manner as are ordinances of the City Council. If rejected by referendum, the same Commission will create a new plan pursuant to the criteria set forth in Sections 5 and 5.1 of the City Charter.

#### ARTICLE V - Policies

Section 1. Decision for comportment or action of the Commission will be by majority vote of members.

Section 2. Commissioners will request acknowledgment from the Chair to speak to an issue.

Section 3. Commissioners are expected to attend all meetings.

Section 4. Persons who accept appointment to the Commission, at the time of their appointment, shall file a written declaration with the City Clerk stating within five (5) years of the Commission's adoption of a final redistricting plan, they will not seek election to a San Diego City public office. The members of the Commission will serve until the redistricting plan is adopted and becomes effective and all legal and referendum challenges have been resolved.

Section 5. To avoid conflicts of interest, all Commissioners will be governed by the highest standards of conduct in compliance with any applicable conflict of interest laws regarding their actions or decisions on issues of redistricting



matters which may be of personal or financial benefit to themselves, members of their immediate or extended family and associates.

- Section 6. Commissioners shall be mindful that the City Charter requires that they have "a demonstrated capacity to serve with impartiality in a non-partisan role." Commissioners should avoid any action or communication that could be interpreted to compromise their ability to serve in that regard. Any written material received by a Commissioner from any member of the public regarding redistricting matters should be forwarded to the Chief of Staff for distribution to all Commissioners and the public.
- Section 7. Commissioners and Commission staff should not publish opinions about Commission redistricting matters on social networking websites. This paragraph is not intended to prohibit the publication of information regarding the time, place and agendas of upcoming meetings.
- Section 8. Commissioners and Commission staff shall make reasonable effort to archive operational information such as selection of IT and office resources, off-site locations, meeting attendance, budget matters, PR/marketing logistics and other such operational information that will be beneficial to the 2020 Redistricting Commission. Creating such an "Institutional Memory" is intended to facilitate and make more efficient future Redistricting Commissions. The City Clerk shall be asked to maintain such archives.

#### ARTICLE IV - Amendments

- Section 1. These Bylaws may be amended by majority vote of the Commissioners and be submitted to the Chief of Staff to be sent out with regular Commission notices.

These Bylaws were approved at a meeting of the CITY OF SAN DIEGO  
2010 REDISTRICTING COMMISSION on November \_\_\_\_, 2010.

Redistricting Commission  
Sub-Committee for the Hiring of a Chief of Staff

Time Frame:

- October 25 - Update job description, create timeline, create budget, and suggest outreach.
- November 4 - Take updated job description to full board for comment and approval. Get board input on outreach. Give budget estimate to board for approval.
- November 5 - Post job description for approximately 30 days.
- December 3 - Close application period
- December 6-10 - Sub-Committee to review all applications.
- December 10 - Closed Session meeting of the full Commission. All Commissioners will have a chance to review all applications. Sub-Committee will recommend 10 applications which best fill stated needs. Full Commission will vote to choose 5 applicants they would like to be interviewed.
- December 13-16 - Sub-Committee will interview the 5 applicants approved by Board and determine the final two applicants.
- December 17 - Sub-Committee will interview the final two applicants again if necessary.
- December 18 - Closed Session meeting for full Commission. All Commissioners question the final two candidates and then vote on a finalist.
- January 3 - Chief of Staff begins work.

### **Commissioner Nishioka questions on Census Bureau data**

1. *Does the Census Bureau (CB) designate an individual to act as a liaison for the City and the Commission? In other words is there an interactive relationship with the CB? If so can such an interactive relationship benefit the Commission in performing its task?*

No individual acts as a liaison from the CB to the City or the Commission. The Commission's Chief of Staff and consultants will be able to go get data in the following manner:

- 1) The Redistricting Commission can access the CB website on April 1, 2011 and download the 2010 applicable census data
- 2) The redistricting software program purchased will tell you where to download the data on April 1, 2011
- 3) Individuals can purchase the information from the Census Bureau on CD
- 4) Work with the State and/ Regional LA Census Office.

It is unlikely that preliminary data will be available.

2. *How will the CB data be delivered to the City? (CD, FTP download, etc) Do we have a choice?*

The CB will not deliver the data to the City it will be available for download April 1, 2011 from the CB web site. City Planning and Community Investment Department (CPCI) contacted the State of CA for a copy of the P.L. 94-171-Census Bureau data that the State of CA will receive for Congressional districting purposes. The State may receive its file before April 1, 2011 but additional research is required to confirm. However, Congress will not have approved the release of the 2010 information until sometime in January or February, 2011. CPCI has not received a response from the State as to whether this data can be shared with the City.

3. *Will the final data be available in stages? (e.g. First total City without detail, then total census tracts without detail, City with details, census tracts with detail) I assume that the 9 month clock starts when we get the final data file with details.*

By Act of Congress the President reviews and approves the decennial census information in December of the decennial census year. Additionally, by Act of Congress census tract and precinct level census data is available for download on April 1st 2011 and not before.

4. *Is it possible to get the final data file before the deadline?*

Not likely. The data requires the use of a redistricting software tool to view and manipulate.

5. *When we receive preliminary data will we know why it is not final?*

It is unlikely to receive preliminary data.

6. *In regards to the CB data reporting requirement at each meeting, it will be fulfilled by a simple: "The CB has been contacted for an update on the processing of the final census results and the City has not received a response." I see the point of the Planning Department suggesting to hold off detailing with the census details.*

The CPCI could present with SANDAG a general information about census data and what census data adds value to the redistricting process to meet the goals of "one person- one vote"; however, the Commission's Chief of Staff will be working with the actual data files and the redistricting software; therefore, it would be most appropriate for the Chief of Staff to provide the specifics about redistricting and census data.

# Strength in Numbers

*Your Guide to Census 2010 Redistricting Data From the U.S. Census Bureau*



Once every 10 years, Americans stand up to be counted. Downtown and out-of-town, in the mountains and on the farms, we speak up and let our governments know that we intend to be represented in the decisions that they make.

The census gives us an opportunity to be part of the democratic process. Census numbers ensure that our representative districts—for the U.S. Congress and for state legislatures, and in our city and town governments—reflect our numbers, north or south, east or west.

This brochure explains where census numbers come from and the role those numbers have in the way states and localities redraw the boundaries of their legislative districts. The information here looks in particular at the maps and numbers that state governments and others get from the Census Bureau and use in redistricting.

## Why a Census?

The U.S. Census Bureau, part of the U.S. Department of Commerce, conducts the decennial census and issues population numbers. But the federal government conducted a census long before the Census Bureau was created in 1902.

The first census was taken in 1790. Article 1, Section 2, of the U.S. Constitution established that the apportionment of the U.S. House of Representatives shall be based upon a national census. The census has many other important uses. It affects our lives in ways we don't often realize. The road you take to work each day, the hospital that serves your community, the schools your children attend, the products your grocery stocks—all these have been influenced by the census.

Governments use census statistics, for example, in planning needed highways or in locating new services or schools. Businesses use census numbers in marketing new products and locating new stores.

The imagination is the only limit upon the uses of the statistics that come out of the census.

## The Census at a Glance

In early March 2010, the U.S. Postal Service delivered a letter to households announcing that the 2010 Census would be coming and alerting everyone to watch for the census form. The 2010

Census questionnaire arrived shortly thereafter, and the Census Bureau asked all households to return the forms using April 1, 2010, as the reference date. Some households in hard-to-count areas received the initial questionnaire and then redelivered it of the questionnaire. The Census Bureau used enumerators to take the census in rural areas and check on questionnaires that had not been returned by mail.

The questionnaires were sent to one of

three processing offices, where digital scanners read the unique barcode on each questionnaire through the envelope window to record its return status. The questionnaires were optically scanned and converted to digital images. All information was further processed and tabulated at the Census Bureau's secure computer center in Bowie, Maryland.

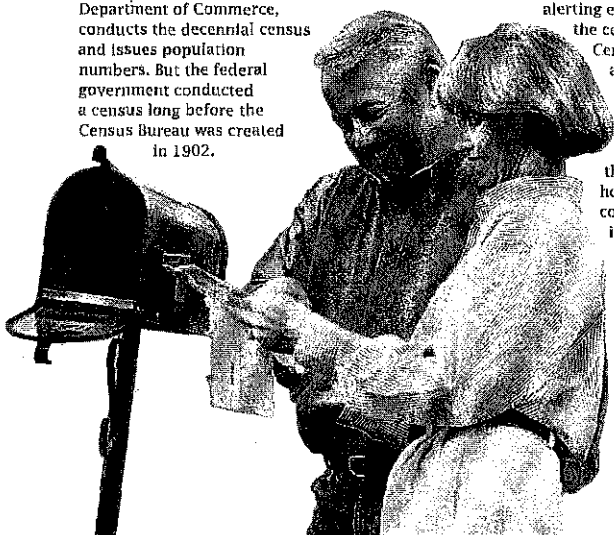
Finally, the Census Bureau generates the geographic and summary file data for you to use in redistricting. Media to bring you the data will include DVD-ROMs and the American FactFinder, which is the Census Bureau's data access and dissemination system on the Internet at <[www.census.gov](http://www.census.gov)>.



## Confidentiality Is a Must

Title 13 of the U.S. Code contains the laws governing the Census Bureau. Section 9 of Title 13 assures the confidentiality of information gathered by the Census Bureau. It specifies that neither the Secretary of Commerce nor any other officer or employee of the Department of Commerce—in fact, no one—may use the information furnished under the provisions of this title for any purpose other than the statistical purposes for which the information is supplied.

The law also states that no Census Bureau tabulation can identify any particular establishment or individual and that no



one other than the sworn officers and employees of the Census Bureau can examine information supplied in response to censuses and surveys. Only after 72 years are the census schedules opened to public inspection and use.

### Redistricting Must Aim at Equality

The decennial census has played a crucial role in the apportionment of the Congress for more than two centuries. But it is only in the last 35 years that the Census Bureau has played a major role in the redistricting process.

U.S. Supreme Court decisions handed down during the 1960s clarified the Constitution's intention to provide equality of representation for all Americans. In 1964, the *Wesberry v. Sanders* decision held that, "as nearly as is practicable one person's vote in a congressional election is to be worth as much as another's." That same year, in *Reynolds v. Sims*, the Court ruled that state legislative districts must be "as nearly of equal population as is practicable."

Both U.S. congressional districts and state legislative districts must be drawn so that their residents have a fair and equal share in the way they are governed. These Supreme Court decisions increased the states' need for geographically detailed census information in the redistricting process.

The urgency of the states' need for these data led the Congress to pass Public Law (P.L.) 94-171 in December 1975.

### Taking the Census

Before we look at the statistics, maps, and electronic geographic files that states will use in redistricting, let's look at the census itself—the undertaking through which the Census Bureau gathers the statistics and the important first step in the redistricting process.

The Census Bureau began to prepare for the twenty-third decennial census long before 2010. For the public, however, the process began in March 2010 when census questionnaires were mailed to most households in the United States. In some rural areas, census takers delivered questionnaires. People filled out the questionnaire using a reference date of April 1, 2010—Census Day—and returned them by mail. In some instances, a census taker visited a household to collect the census information.

To conduct the census, the Census Bureau hires enumerators working out of 494 local census offices nationwide. To process the questionnaires, we use three data capture



centers. People living in populous areas mail their forms directly to a data capture center. In less populous areas, census staff leave a questionnaire at each household for a resident to fill out and mail back in a postage-paid envelope or staff will perform an in-person interview. In all cases, if a form is not received, the Census Bureau attempts to follow up with a personal visit to try to collect the information. The data capture centers are located in Baltimore, Maryland; Jeffersonville, Indiana; and Phoenix, Arizona.

As soon as a form reaches a data capture center, the clock starts ticking for the Census Bureau. These centers use scanners to record the arrival of the questionnaires, so we can keep an automated list of forms returned and those still outstanding.

The data capture centers use optical scanners to capture a picture of each questionnaire

form and extract the data. Once the Census Bureau has completed the processing of the census forms, we begin to compile final data in the our Washington offices. Census Day, April 1, 2010, may be the most conspicuous date on our calendar, but it's not our only one. Now we face several deadlines in processing the final census counts.

The Department of Commerce and the Census Bureau provide census counts to the President and the states by the deadlines set forth in Title 13 of the U.S. Code (U.S.C.) Section 141 (b) and (c). For the 2010 Census, the Secretary of Commerce and the Census Bureau Director will report the total population counts by state to the President by December 31, 2010. By April 1, 2011, the Director will provide the detailed population counts for all areas within each state to the governors and legislative leaders, under the provisions of Public Law 94-171.

### U.S. Census Bureau

**Dr. Robert M. Groves,**  
Director

**Thomas L. Mesenbourg, Jr.,**  
Deputy Director

**Census 2010 Redistricting**  
**Data Office**

**Cathy C. McCully,**  
Chief

**James Whitehorne,**  
Assistant Chief

### 2010 Census Leadership



**Dr. Robert M. Groves**  
Director



**Thomas L. Mesenbourg, Jr.**  
Deputy Director



**Arnold Jackson**  
Associate Director for  
the Decennial Census

**Robert M. Groves** is the Director of the U.S. Census Bureau. President Barack Obama nominated Robert M. Groves for director of the U.S. Census Bureau on April 2, 2009, and the Senate confirmed him on July 13, 2009. He began his tenure as director on July 15, 2009. Groves had been a professor at the University of Michigan and director of its Survey Research Center, as well as research professor at the Joint Program in Survey Methodology at the University of Maryland. He was the Census Bureau's Associate Director for Statistical Design, Methodology and Standards from 1990 to 1992, on loan from the University of Michigan.

**Thomas L. Mesenbourg** is the Deputy Director of the U.S. Census Bureau. Since May 2, 2008, Mesenbourg has been serving as Deputy Director and Chief Operating Officer, overseeing the day-to-day operations of the government's preeminent statistical agency. The Bureau has about 12,000 employees, nearly 3,000 at Suitland, Md., headquarters and the rest are based at regional offices and telephone centers across the country.

**Arnold Jackson** is the Associate Director for Decennial Census at the U.S. Census Bureau.

He provides executive leadership for all decennial census and related programs and is principal adviser to the executive staff, providing overall direction, planning and coordination for all decennial census operations. He works closely with the six decennial division chiefs and two program office chiefs to provide overall direction for reengineering the 2010 Census.

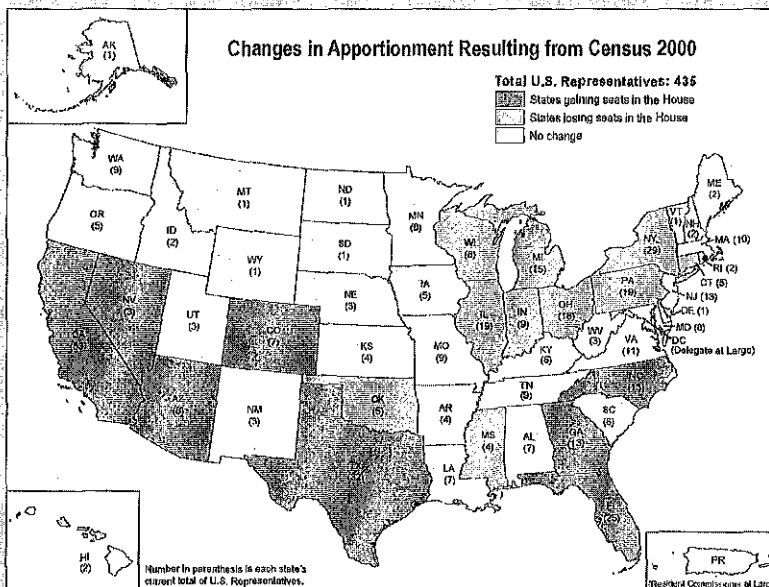
# Apportionment *Is the* Fundamental Use

According to the Constitution, the census has one fundamental purpose: to ensure that the representation of each state in the U.S. House of Representatives reflects the relative size of its population as compared with other states.

There are 435 representatives divided up among the 50 states. Each one of these representatives is elected by the voters of a congressional district.

Populous states have more representatives than less populous states. In the 111th Congress, California had 53 representatives. Wyoming, the least populous state, had just one. The map on this page shows how many representatives each state had as a result of Census 2000.

"Apportionment" is the process of determining how many representatives each state is entitled to. How does the Census Bureau figure in this process? Our role is twofold—to conduct the census and, as a part of the Executive Branch, to calculate the apportionment based upon the census results. Once we take the census and compile the results, we then use the method of equal proportions to determine the number of representatives each state receives. But our job doesn't end there.



## In 2000, the South and West Gained Seats!

"One person/one vote" court decisions and legislation have given the Census Bureau a major role in redistricting, the process by

which state governments redraw U.S. congressional and state legislative districts.

## Off to the President

The Census Bureau must prepare the final, official state population counts required for the apportionment of the U.S. House of Representatives.

These official counts are to be reported to the President on or before December 31, 2010, a brief 9 months after Census Day. According to the U.S. Code, the President must then report these figures to the Congress. He will do this in early January 2011, during the first week of the 112th Congress.

This report will show:

- The population of each state.
- The number of representatives apportioned to each state.

The apportionment section of the U.S. Code also tells the steps that are to be followed after the Congress receives the President's report. Within 15 calendar days, the Clerk of the House of Representatives must send to each state's governor a certificate showing how many representatives the state may send to the next Congress.

With this information and with the data provided by the U.S. Census Bureau, the states and nongovernmental organizations—in fact anyone with access to geographic information system software—will have the ability to design district boundaries using desktop computers, laptop computers, or the Internet.

## Method of Equal Proportions Guides Apportionment

How does the method of equal proportions work?

Adopted in 1941 (U.S. Code, Title 2, Section 2a), the method of equal proportions requires the Census Bureau to compile a priority list of states. Priority value is determined by dividing a state's population by the geometric mean of its current and next House seats.

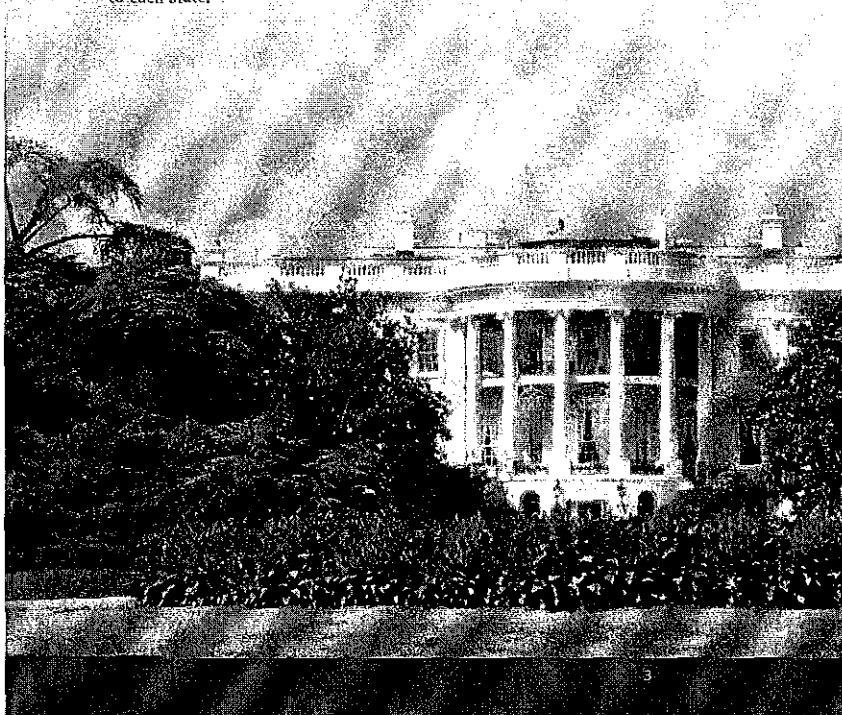
For example, following Census 2000, each of the 50 states was awarded 1 seat out of the current 435 total. Then, the fifty-first seat went to the state that had the highest priority value for its second seat.

In computing the apportionment from the 2000 state totals, seat 51 went to California, whose priority value under the method of equal proportions was 23,992,697. The next seat, number 52, went to Texas, with a second-seat priority value of 14,781,356; California received seat number 53, with a priority value of 13,852,190; and New York received seat number 54, with a priority value of 13,438,545.

Once the number of seats assigned to the individual states is determined, the task of drawing the new congressional districts is generally that of each state legislature.

For Census 2000 values, see <[www.census.gov/population/www/censusdata/apportionment/files/00pvalues.txt](http://www.census.gov/population/www/censusdata/apportionment/files/00pvalues.txt)>.

For additional details on computing apportionment, see <[www.census.gov/population/www/censusdata/apportionment/computing.html](http://www.census.gov/population/www/censusdata/apportionment/computing.html)>.



## The Redistricting Process Begins

But wait! The clock is still ticking! The Census Bureau still has another important deadline to meet.

In December 1975, the Congress passed Public Law (P.L.) 94-171. This law requires the Census Bureau to make special preparations to provide redistricting data to the 50 states no later than April 1 of the year following a census (so April 1, 2011, for the 2010 Census). P.L. 94-171 specifies that within 1 year of Census Day, the Census Bureau must send each state the small-area data the state will need to redraw districts for the state legislature.

P.L. 94-171 sets up a voluntary program between the Census Bureau and those states that wish to receive population tabulations for voting districts and other state-specified geographic areas.

Under this program, those responsible for the legislative apportionment or redistricting of each state may devise a plan identifying the voting districts for which they want the specific tabulations and submit it to the Census Bureau.

Beginning in 2005, the Redistricting Data Office of the Census Bureau met with state officials in 46 states. These meetings explained the timeline and programs available for the 2010 Census, providing states the time to prepare and allocate resources in advance of the census. The states also provided the Census Bureau with valuable feedback on census program planning.

The 2010 Census Redistricting Data Program is a five-phase program. During Phase 1 (2005-2006), the Census Bureau collected state legislative district boundaries and associated updates to tabulate legislative districts. This phase also included an aggressive 2010 Census communications plan, with visits to state capitals, to make sure the states were informed and prepared for the upcoming census.

Phase 2 (2008-2010) consisted of the Voting District/Block Boundary Suggestion Project (VTD/BBSP) in which states received TIGER/Line® shapefiles and the MAF/TIGER Partnership Software (MTPS) to electronically collect voting district boundaries, feature updates, suggested block boundaries, and corrected state legislative district boundaries. Both Phase 1 and Phase 2 are voluntary programs that include a step where the state verifies the submitted data.

Phase 3 constitutes the delivery of the data for the 2010 Census. The Census Bureau will deliver the geographic and data products to the majority and minority leadership in the state legislatures, the governors, and any designated P.L. 94-171 liaisons. Once



Cathy McCully, chief, and James Whitehorne, assistant chief, Redistricting Data Office are responsible for ensuring all phases of the redistricting data program are managed successfully, including the delivery of the P.L. 94-171 data by April 1, 2011.

## Census 2010 Redistricting Data Program

	VTD	BBSP	SLDU	SLDL	CD
Alabama	x		x	x	x
Alaska	x	x	x	x	AL
Arizona	x	x	x	x	x
Arkansas	x		x	x	x
California	x	x	x	x	x
Colorado	x	x	x	x	x
Connecticut	x		x	x	x
Delaware	x		x	x	AL
District Of Columbia	x		x	##	NV
Florida	x	x	x	x	x
Georgia	x	x	x	x	x
Hawaii	x	x	x	x	x
Idaho	x		x	x	x
Illinois	x	x	x	x	x
Indiana	x	x	x	x	x
Iowa	x		x	x	x
Kansas	x		x	x	x
Kentucky			x	x	x
Louisiana	x	x	x	x	x
Maine	x		x	x	x
Maryland	x	x	x	x	x
Massachusetts	x		x	x	x
Michigan	x	x	x	x	x
Minnesota	x	x	x	x	x
Mississippi	x		x	x	x
Missouri	x		x	x	x
Montana	x (see below)		x	x	AL
Nebraska	x	x	x	##	x
Nevada	x		x	x	x
New Hampshire	x		x	x	x
New Jersey	x		x	x	x
New Mexico	x	x	x	x	x
New York	x		x	x	x
North Carolina	x		x	x	x
North Dakota	x		x	x	AL
Ohio	x		x	x	x
Oklahoma	x	x	x	x	x
Oregon	x (see below)	x	x	x	x
Pennsylvania	x		x	x	x
Rhode Island	Did not participate for Phase 2		x	x	x
South Carolina	x	x	x	x	x
South Dakota	x		x	x	AL
Tennessee	x	x	x	x	x
Texas	x		x	x	x
Utah	x	x	x	x	x
Vermont	x		x	x	AL
Virginia	x		x	x	x
Washington	x	x	x	x	x
West Virginia	x		x	x	x
Wisconsin	x		x	x	x
Wyoming	x		x	x	AL
Puerto Rico	x		x	x	NV

Montana: the following counties submitted VTDs for Phase 2: 001, 005, 007, 009, 011, 013, 017, 019, 023, 025, 029, 031, 033, 035, 037, 043, 049, 051, 059, 063, 065, 067, 069, 073, 075, 079, 081, 085, 089, 091, 093, 095, 103, 105, 109, 111

Oregon: only county 051 submitted VTDs for Phase 2.

State Legislative Districts: Original SLDs were collected during Phase 1 of the RDP. Delaware, South Dakota, Indiana, and Utah submitted new plans in 2008.

All states contain complete coverage for SLDUs.

## - The District of Columbia has city council wards. Nebraska's legislature is unicameral. Therefore, these two state/state equivalents have no SLDL coverage.

Congressional Districts: These were last collected for the 110th Congress, and there were no changes for the 111th Congressional Districts for Census 2010.

AL - At Large Congressional Representation  
NV - Non-Voting Congressional Delegation

BBSP - Block Boundary Suggestions

CD - Congressional District

RDP - Redistricting Data Program

SLDL - State Legislative District Lower (House)

SLDU - State Legislative District Upper (Senate)

VTD - Voting District



bipartisan receipt of the data is confirmed, the data will be made available online to the public within 24 hours through the American FactFinder. For this census, the P.L. 94-171 data will include population counts for small areas within each state, as well as housing occupied/vacancy counts.

After the Census Bureau provides the data, the states will begin their redistricting. States are responsible for delineating their own congressional and legislative boundaries and their legislatures, secretaries of state, governors, and/or redistricting commissions carry out the process.

During Phase 4 (2011-2013) the Census Bureau's Redistricting Data Office will collect the post-2010 Census state legislative and congressional district plans. We will retabulate the 2010 redistricting data for the 113th Congress and newly drawn state legislative districts. The American Community Survey (ACS) will also present data for these new areas. (See below for more information on the ACS.)

The final phase of the 2010 Census Redistricting Data Program, Phase 5, will be an evaluation and solicitation of recommendations for the 2020 Census. Working with the National Conference of State Legislatures, the Census Bureau will conduct a historical review by the states of the successes and failures of the Census Bureau to meet the P.L. 94-171 mandate. These findings will be used to develop recommendations for the 2020 Census Redistricting Data Program.

### MAF/TIGER Partnership Software

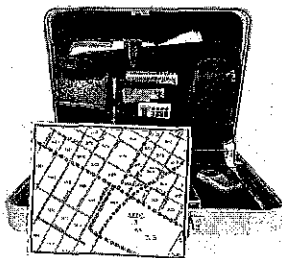
Advances in geographic information system (GIS) software and the wide adoption of the use of digital geographic data meant that the 2010 Redistricting Data Program (RDP) could be conducted solely as a digital exchange. During the years before the 2010 Census, the Census Bureau, through a contractor, developed a customized GIS to help states update census-provided geographic data and return the updates to the Census Bureau for inclusion in the MAF/TIGER database. From this, the MAF/TIGER Partnership Software (MTPS) was created. All RDP participants received the MTPS, along with a full suite of data files for their state. The MTPS allowed participants to add linear features, create or update their redistricting entity boundaries, apply block boundary suggestions, and update areal water bodies and area landmarks. In addition, participants could bring in their own geographic data or imagery as a reference tool for making their changes. The MTPS featured data-quality tools to help identify and eliminate some commonly occurring data errors. Once participants completed their work, the MTPS packaged all of the updated information into a single compressed file that could be sent by file transfer protocol (FTP) to the Census Bureau for processing.

### Out Goes the Long Form and In Comes the American Community Survey

Designed to replace the long form used in past decennial censuses, the American Community Survey (ACS) is conducted by the Census Bureau in every county, American Indian and Alaska Native Area, and Hawaiian Home Land. It began in 1996 in a sample of counties across the country. Today the survey is conducted in 250,000 households per month throughout all U.S. counties and in all municipalities in Puerto Rico, where it is called the Puerto Rico Community Survey. While the 2010 Census focuses on counting the population for purposes of apportionment and redistricting, the ACS provides yearly data similar to that available from the long form used in previous decennial censuses. The questions cover such topics as

journey to work; age; income and housing; race, Hispanic origin, and language spoken at home; military service; and more.

While most redistricting plans are based on the P.L. 94-171 data and other statewide data, the ACS also will be of interest to those drawing plans since plans are routinely analyzed. Experts will analyze demographic characteristics such as citizenship and language ability when reviewing congressional and legislative plans. ACS estimates are released annually as 1-year, 3-year and 5-year estimates based on population thresholds. The 5-year estimates provide ACS data at the nationwide level down to small geographic areas such as state legislative district, census tract, and block group. Many redistricting experts will use 5-year ACS estimates when they review redistricting plans.



### Tools To Do the Job

When state officials begin the difficult task of redrawing their districts, they'll have in hand several important tools resulting from census redistricting data:

- 2010 Census Redistricting Data (P.L. 94-171) Summary Files
- 2010 Census P.L. 94-171 Voting District/State Legislative District Reference Maps
- 2010 Census P.L. 94-171 County Block Maps
- 2010 Census Tract Reference Maps
- 2010 Census School District Reference Maps

- 2010 Census Tabulation Geography TIGER/Line® Shapefiles
- 2010 Census Tabulation Geography Block Assignment Files for Congressional Districts, State Legislative District Upper Chambers, State Legislative District Lower Chambers, Voting Districts, Elementary School Districts, Secondary School Districts, and Unified School Districts

The P.L. 94-171 summaries have population totals and summaries by race, Hispanic or Latino, and voting age for all appropriate geographic areas delimited on the maps: state, counties or equivalent areas, state legislative districts, voting districts, county subdivisions, school districts, places, American Indian/Alaska Native/Native Hawaiian areas, census tracts, block groups, and blocks.

New for the 2010 Census, housing unit counts will be included as part of the 2010 Census Redistricting Data (P.L. 94-171) Summary Files. Also for 2010, states recommended including school districts as part of the geographic summary levels and a new table on housing unit occupancy status.

### Public Law 94-171 Tabulations

While P.L. 94-171 requires the Census Bureau to furnish only counts of the total population, additional data items are included. Since the inception of the Census Redistricting Data Program for the 1980 census, the Census Bureau has included summaries for the major race groups specified by the Statistical Programs and Standards Office of the U.S. Office of Management and Budget (OMB) in Directive 15 (as issued in 1977 and revised in 1997).

Originally the tabulation groups included White, Black, American Indian/Alaska Native, and Asian/Pacific Islander, plus "some other race." These race data were also cross-tabulated by Hispanic/Non-Hispanic origin.

At the request of the state legislatures and the Department of Justice, for the 1990 Census Redistricting Data Program, voting age (18 years old and over) was added to the cross-tabulation of race and Hispanic origin.

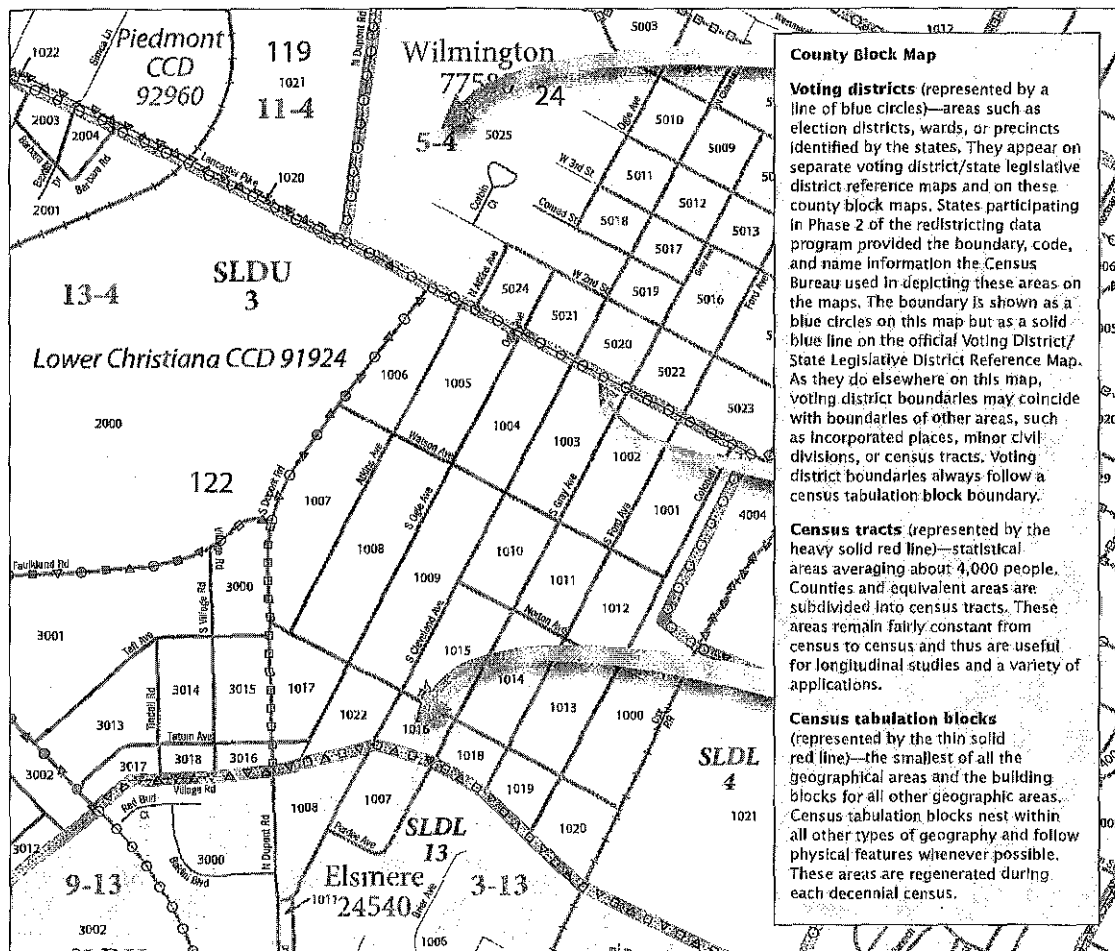
## Census Statistics for 2010: The American FactFinder

The American FactFinder (AFF) is a data-access system that gives users facts and information about communities, the economy, and society. The interactive electronic system allows data users access to predefined data products, metadata, and online help, as well as the ability to create custom data products online. This dissemination method allows for a quicker release of the detailed data users want. Users may access data and create their own reports.

The AFF currently offers data from the 2000 decennial census, the American Community Survey, the Population Estimates Program, and the 2002 and 2007 economic censuses, and annual economic surveys. It also will provide data from the 2010 Census. The 2010 Census Redistricting Data (P.L. 94-171) Summary File will be available, by state, through the AFF within 24 hours after the bipartisan acknowledgement of its receipt by each state's designated officials.

The volumes of data collected by the Census Bureau require a large and efficient system of dissemination. With AFF, Census Bureau customers have more flexibility to request the data they need for their geography of interest. The AFF provides for a quick release of detailed data about the nation's people and the economy to meet the needs of data users. To access the American FactFinder, go to the Census Bureau home page at <www.census.gov>.





#### County Block Map

**Voting districts** (represented by a line of blue circles)—areas such as election districts, wards, or precincts identified by the states. They appear on separate voting district/state legislative district reference maps and on these county block maps. States participating in Phase 2 of the redistricting data program provided the boundary, code, and name information the Census Bureau used in depicting these areas on the maps. The boundary is shown as a blue circle on this map but as a solid blue line on the official Voting District/State Legislative District Reference Map. As they do elsewhere on this map, voting district boundaries may coincide with boundaries of other areas, such as incorporated places, minor civil divisions, or census tracts. Voting district boundaries always follow a census tabulation block boundary.

**Census tracts** (represented by the heavy solid red line)—statistical areas averaging about 4,000 people. Counties and equivalent areas are subdivided into census tracts. These areas remain fairly constant from census to census and thus are useful for longitudinal studies and a variety of applications.

**Census tabulation blocks** (represented by the thin solid red line)—the smallest of all the geographical areas and the building blocks for all other geographic areas. Census tabulation blocks nest within all other types of geography and follow physical features whenever possible. These areas are regenerated during each decennial census.

#### You Need to Map Things Out!

The data presented in the PL 94-171 data set won't mean much until you look at the supporting geographic products and learn a little about the geographic areas. The Census Bureau has made the Census 2010 maps as clear as we can to convey the greatest detail about small areas. The maps are on as few map sheets as possible, are digital, and

are in portable document format (.pdf). The scale varies from county to county depending on area size and population density, and in many areas insets are used to ensure a readable map. We made the maps using our TIGER\* system, an automated geographic database the Census Bureau first developed for the 1990 census and updates and maintains to support all Census Bureau censuses and surveys, including the 2010 Census.

This system provides the ability to develop nationwide block-level data that legislatures request. Data users easily can review the .pdf maps or data without ever unfolding a map sheet!

**Voting district/state legislative district reference maps** (see example, page 7) cover a county or equivalent area and show the outline of voting districts (if defined) and

### TIGER/Line® Shapefiles

Think of the TIGER (Topologically Integrated Geographic Encoding and Referencing system) database, as provided in our TIGER/Line® shapefile products, as a huge map of the United States. That's basically what it is. It includes geographic data for visible features on the earth's surface—features such as roads, railroads, and streams. For most features, the TIGER/Line® shapefiles also include attributes, such as the names of the feature, and for streets, the potential address range and associated ZIP Code for each side of the street. The TIGER/Line® shapefiles also include the boundaries and codes for all geographic areas for which the Census Bureau tabulates data, including American Indian/Alaska Native areas, states, counties, townships, cities, and similar functioning general purpose governments. It also has the boundaries and codes for statistical areas (such as census tracts and census blocks) for which the Census Bureau collects and tabulates data.

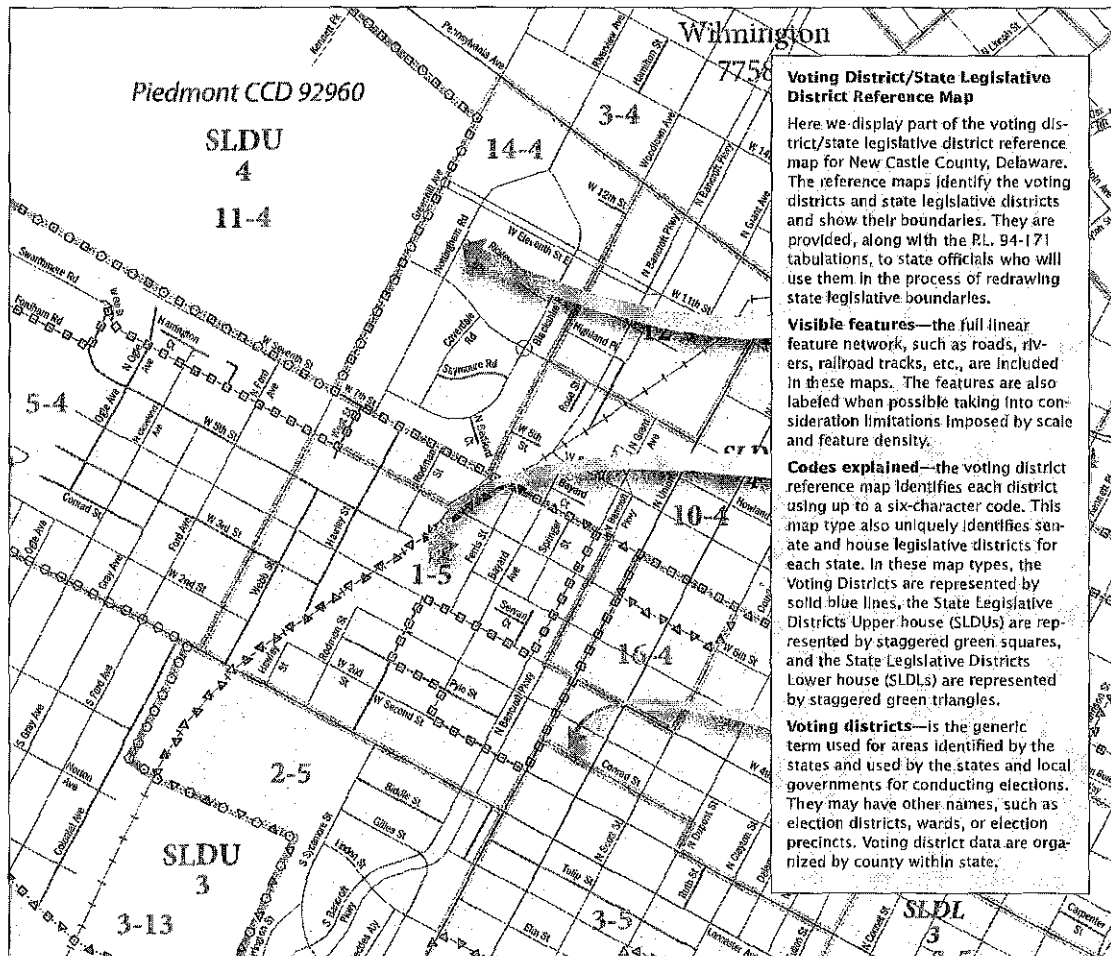
The Census Bureau developed the TIGER system jointly with the U.S. Geological Survey (USGS) in the 1980s. We combined detailed USGS digital data (based on map sheets in which 1 inch equals approximately 1.6 miles) with digital data from the geographic base files used in the 1980 census. We continue to update the TIGER database (streets, address ranges, and political boundaries) based on information we obtain from local and tribal governments, the U.S. Postal Service, and our own field staff.

In the 2000s, we undertook a major realignment of the TIGER database, through the MAF/TIGER Accuracy Improvement Project, using imagery to improve its spatial accuracy. By the time we finished in 2007, TIGER had an accuracy of 7.6 meters or better.

Just before we tabulate the 2010 Census data, we will use the TIGER database to assign the census tabulation block numbers for all census blocks in the entire nation, using the updated base features and geographic area boundaries. This will best ensure that Census 2010 tabulation blocks are meaningful and represent the latest possible information.

Because the TIGER database contains legal and statistical geographic areas and codes, and the underlying street network, users now have a powerful tool to display demographic data graphically. Using the TIGER/Line® shapefiles (the public version of the TIGER data base) and appropriate software, you can rapidly determine the impact on the demographic makeup of a district when you move a boundary. You can quickly perform this analysis at all levels, from city blocks to congressional districts.

TIGER/Line® shapefiles will be available with all of the 2010 Census geographic codes shortly before the 2010 Census summary file data become available. All of the 2009 TIGER/Line® shapefiles for the nation comprise approximately 55 gigabytes of compressed data or 92 gigabytes of uncompressed data. The smallest state or state equivalent is about 32 kilobytes uncompressed, while the largest is over 6.7 gigabytes uncompressed. The 2010 TIGER/Line® shapefiles will be in similar size ranges.



state legislative districts. These maps provide a quick picture of areas that can be used as references for constructing new legislative districts. These maps also show the boundaries of the current state legislative districts.

When greater detail is needed, **county block maps** (page 6) are the reference to consult. These maps show the smallest tabulation areas—census blocks—that can be used in the redistricting process. Map sheets are organized by county. For the block map, an index sheet shows the layout of the relationship between individual map sheets within the county.

**Voting districts**—areas such as election districts, wards, or precincts identified by the states. They appear on separate voting district/state legislative district reference maps and on the county block maps. States participating in the redistricting data program provided the boundary, code, and name information we used in depicting these

areas on the maps. The boundary is shown as a shaded stippled pattern on this map but may be different on the official 2010 Census maps. As they do elsewhere on this map, voting district boundaries may coincide with boundaries of other areas, such as incorporated places, minor civil divisions, or census tracts, and they always follow a census block boundary.

**Census tracts**—statistical areas averaging about 4,000 people. Counties and equivalent areas are subdivided into census tracts. These areas remain fairly constant from census to census and thus are useful for longitudinal studies and a variety of applications.

**Legislative districts**—districts used to elect a member to the upper (senate) or lower (house) chambers of state legislatures. As with voting districts, states could define these at their option. Please see the chart on page 4 for further information on how states participated in the definition of voting districts and legislative districts.

**Census tabulation blocks**—smallest of census geographic areas, normally bounded by streets or other prominent physical features or by the boundaries of geographic areas. They may be as small as a typical city block that's bounded by four streets or larger than 100 square miles in some rural areas. Blocks are identified by a four-digit number, unique within census tracts for the 2010 Census. Nationally, blocks average about 100 people each.

**Block groups**—a set of census blocks identified by the same first digit within a census tract. For example, all blocks in a census tract in the 1000 range define block group 1.

Once you study the map series and definitions shown here, you'll be ready to work with the statistics for these areas.



## Record Layout for P.L. 94-171 Data

Earlier we mentioned that the Census Bureau will furnish each governor and the majority and minority leaders of each state legislature with a full set of their state's census redistricting data. The law requires us to do this by April 1, 2011.

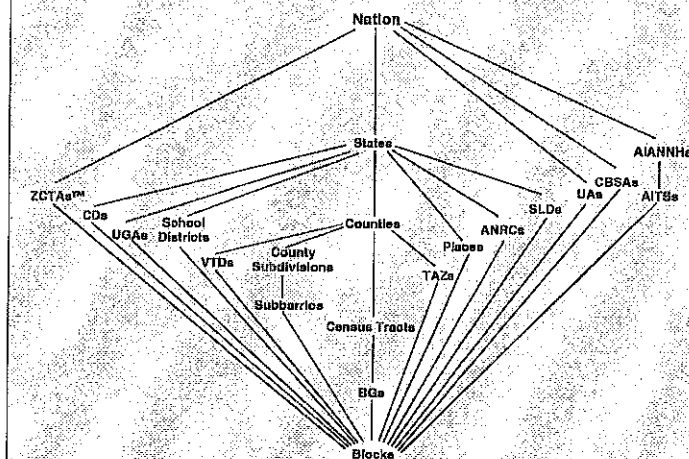
While P.L. 94-171 requires the Census Bureau to furnish only counts of the total population, additional data also will be included. Cathy McCully, chief of the Census 2010 Redistricting Data Office, notes, "We'll provide data on the voting-age population and cross-tabulations of voting age by race characteristics, as well as by Hispanic or Latino." For the 2010 Census, the Census Bureau carried out extensive consultations between 2005 and 2009 with stakeholders in the redistricting process.

During this period, the Census Bureau conducted the 2010 Census Dress Rehearsal in April 2008 in the city of San Joaquin, California. In keeping with the criteria from the 2010 Census, each of the "single race" categories (5 plus "some other race"), plus the 57 possible categories for those who choose more than one race were included. This approach produced up to 63 racial tallies and will provide users the maximum flexibility for analyzing these new data for any area. This flexible design also meets the needs of the Department of Justice for enforcement of civil rights programs.

During the evaluation phase of the program, states will make recommendations for the next census. James Whitehorne, assistant chief of the 2010 Census Redistricting Data Office notes, "We are including a housing unit table on vacancy status in the 2010 P.L. summary levels. This recommendation is similar to the inclusion of housing units during the 1990 Census."

At each step of the process for collecting and tabulating these P.L. 94-171 redistricting data, the Census Bureau will take the necessary steps to protect the confidentiality of individual responses.

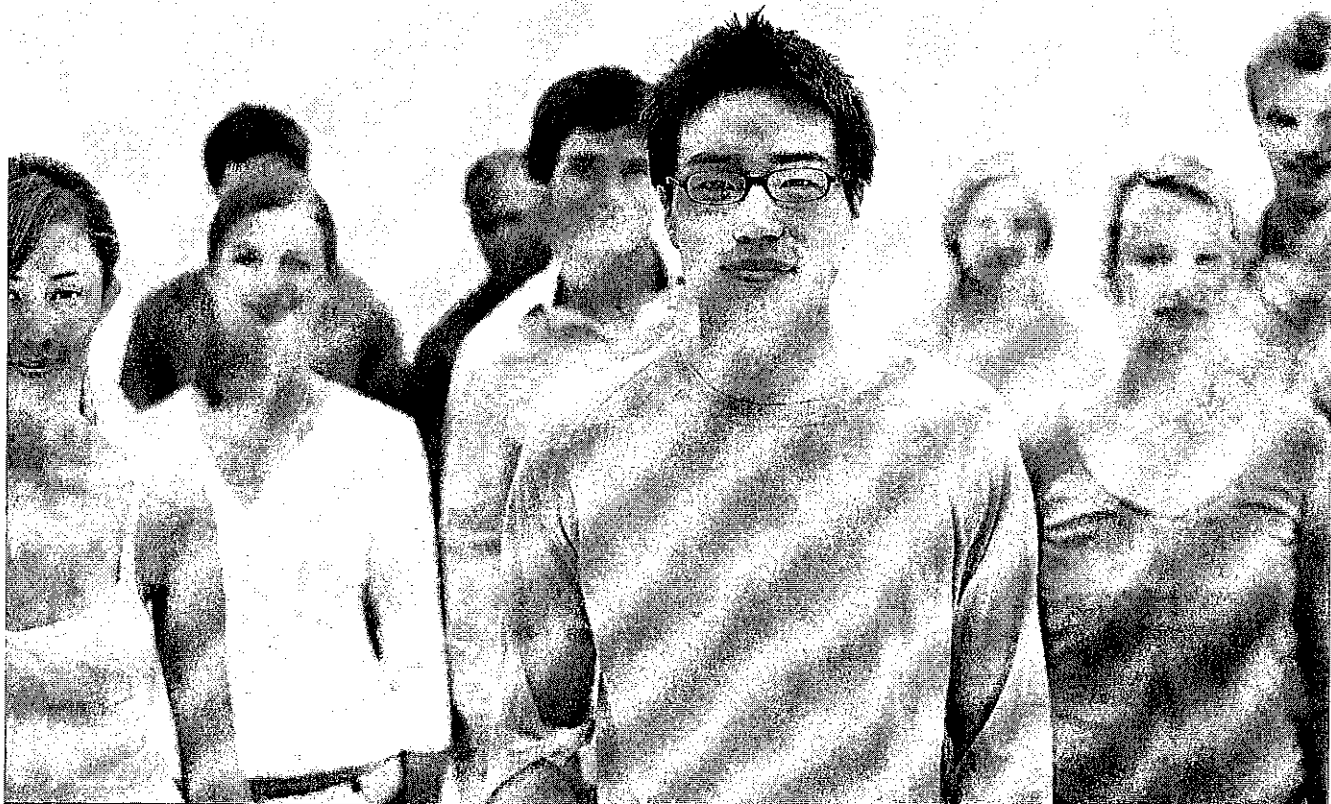
## Hierarchical Relationship of Geographic Entities



AIANNH: American Indian, Alaska Native, and Native Hawaiian area  
 AITS: American Indian Tribal Subdivision  
 ANRC: Alaska Native Regional Corporation  
 BG: Block Group  
 CD: Congressional District  
 CBSA: Core Based Statistical Area (Metropolitan and Micropolitan Statistical Areas)  
 SLD: State Legislative District  
 TAZ: Traffic Analysis Zone  
 UA: Urban Area  
 UGA: Urban Growth Area  
 VTD: Voting District  
 ZCTA™: ZIP Code Tabulation Area

Hispanic/Latino origin is not considered a race category. Race and Hispanic/Latino data are obtained from a separate question on the 2010 Census questionnaire. The chart starting on page 9 shows a portion of the computer record layout for how these

data will be arrayed on DVD, along with the geography that will link the P.L. redistricting data to each block, voting district, census tract, city, county, etc.



# 2010 Census Redistricting Data (Public Law 94-171)

## Summary File - EXTRACT

SUMMARY TABLE OUTLINES  
Final V2.0

Table No.	Cell Count	Indent	
P1.	0		RACE [71]
P1.	0		Universe: Total population
P1.	1	0	Total:
P1.	2	1	Population of one race:
P1.	3	2	White alone
P1.	4	2	Black or African American alone
P1.	5	2	American Indian and Alaska Native alone
P1.	6	2	Asian alone
P1.	7	2	Native Hawaiian and Other Pacific Islander alone
P1.	8	2	Some Other Race alone
P1.	9	1	Two or More Races:
P1.	10	2	Population of two races:
P1.	11	3	White; Black or African American
P1.	12	3	White; American Indian and Alaska Native
P1.	13	3	White; Asian
P1.	14	3	White; Native Hawaiian and Other Pacific Islander
P1.	15	3	White; Some Other Race
P1.	16	3	Black or African American; American Indian and Alaska Native
P1.	17	3	Black or African American; Asian
P1.	18	3	Black or African American; Native Hawaiian and Other Pacific Islander
P1.	19	3	Black or African American; Some Other Race
P1.	20	3	American Indian and Alaska Native; Asian
P1.	21	3	American Indian and Alaska Native; Native Hawaiian and Other Pacific Islander
P1.	22	3	American Indian and Alaska Native; Some Other Race
P1.	23	3	Asian; Native Hawaiian and Other Pacific Islander
P1.	24	3	Asian; Some Other Race
P1.	25	3	Native Hawaiian and Other Pacific Islander; Some Other Race
P1.	26	2	Population of three races:
P1.	27	3	White; Black or African American; American Indian and Alaska Native
P1.	28	3	White; Black or African American; Asian
P1.	29	3	White; Black or African American; Native Hawaiian and Other Pacific Islander
P1.	30	3	White; Black or African American; Some Other Race
P1.	31	3	White; American Indian and Alaska Native; Asian
P1.	32	3	White; American Indian and Alaska Native; Native Hawaiian and Other Pacific Islander
P1.	33	3	White; American Indian and Alaska Native; Some Other Race
P1.	34	3	White; Asian; Native Hawaiian and Other Pacific Islander
P1.	35	3	White; Asian; Some Other Race
P1.	36	3	White; Native Hawaiian and Other Pacific Islander; Some Other Race
P1.	37	3	Black or African American; American Indian and Alaska Native; Asian
P1.	38	3	Black or African American; American Indian and Alaska Native; Native Hawaiian and Other Pacific Islander
P1.	39	3	Black or African American; American Indian and Alaska Native; Some Other Race
P1.	40	3	Black or African American; Asian; Native Hawaiian and Other Pacific Islander
P1.	41	3	Black or African American; Asian; Some Other Race
P1.	42	3	Black or African American; Native Hawaiian and Other Pacific Islander; Some Other Race
P1.	43	3	American Indian and Alaska Native; Asian; Native Hawaiian and Other Pacific Islander
P1.	44	3	American Indian and Alaska Native; Asian; Some Other Race
P1.	45	3	American Indian and Alaska Native; Native Hawaiian and Other Pacific Islander; Some Other Race
P1.	46	3	Asian; Native Hawaiian and Other Pacific Islander; Some Other Race
P1.	47	2	Population of four races:
P1.	48	3	White; Black or African American; American Indian and Alaska Native; Asian
P1.	49	3	White; Black or African American; American Indian and Alaska Native; Native Hawaiian and Other Pacific Islander
P1.	50	3	White; Black or African American; American Indian and Alaska Native; Some Other Race
P1.	51	3	White; Black or African American; Asian; Native Hawaiian and Other Pacific Islander
P1.	52	3	White; Black or African American; Asian; Some Other Race
P1.	53	3	White; Black or African American; Native Hawaiian and Other Pacific Islander; Some Other Race
P1.	54	3	White; American Indian and Alaska Native; Asian; Native Hawaiian and Other Pacific Islander
P1.	55	3	White; American Indian and Alaska Native; Asian; Some Other Race
P1.	56	3	White; American Indian and Alaska Native; Native Hawaiian and Other Pacific Islander; Some Other Race
P1.	57	3	White; Asian; Native Hawaiian and Other Pacific Islander; Some Other Race
P1.	58	3	Black or African American; American Indian and Alaska Native; Asian; Native Hawaiian and Other Pacific Islander
P1.	59	3	Black or African American; American Indian and Alaska Native; Asian; Some Other Race
P1.	60	3	Black or African American; American Indian and Alaska Native; Native Hawaiian and Other Pacific Islander; Some Other Race
P1.	61	3	Black or African American; Asian; Native Hawaiian and Other Pacific Islander; Some Other Race
P1.	62	3	American Indian and Alaska Native; Asian; Native Hawaiian and Other Pacific Islander; Some Other Race
P1.	63	2	Population of five races:
P1.	64	3	White; Black or African American; American Indian and Alaska Native; Asian; Native Hawaiian and Other Pacific Islander
P1.	65	3	White; Black or African American; American Indian and Alaska Native; Asian; Some Other Race



# 2010 Census Redistricting Data (Public Law 94-171) Summary File - EXTRACT

## SUMMARY TABLE OUTLINES Final V2.10.9

P1.	66	3			White; Black or African American; American Indian and Alaska Native; Native Hawaiian and Other Pacific Islander; Some Other Race
P1.	67	3			White; Black or African American; Asian; Native Hawaiian and Other Pacific Islander; Some Other Race
P1.	68	3			White; American Indian and Alaska Native; Asian; Native Hawaiian and Other Pacific Islander; Some Other Race
P1.	69	3			Black or African American; American Indian and Alaska Native; Asian; Native Hawaiian and Other Pacific Islander; Some Other Race
P1.	70	2			Population of six races:
P1.	71	3			White; Black or African American; American Indian and Alaska Native; Asian; Native Hawaiian and Other Pacific Islander; Some Other Race
P2.		0			HISPANIC OR LATINO, AND NOT HISPANIC OR LATINO BY RACE [73]
P2.		0			Universe: Total population
P2.	1	0			Total:
P2.	2	1			Hispanic or Latino
P2.	3	1			Not Hispanic or Latino:
P2.	4	2			Population of one race:
P2.	5	3			White alone
P2.	6	3			Black or African American alone
P2.	7	3			American Indian and Alaska Native alone
P2.	8	3			Asian alone
P2.	9	3			Native Hawaiian and Other Pacific Islander alone
P2.	10	3			Some Other Race alone
P2.	11	2			Two or More Races:
P2.	12	3			Population of two races:
P2.	13	4			White; Black or African American
P2.	14	4			White; American Indian and Alaska Native
P2.	15	4			White; Asian
P2.	16	4			White; Native Hawaiian and Other Pacific Islander
P2.	17	4			White; Some Other Race
P2.	18	4			Black or African American; American Indian and Alaska Native
P2.	19	4			Black or African American; Asian
P2.	20	4			Black or African American; Native Hawaiian and Other Pacific Islander
P2.	21	4			Black or African American; Some Other Race
P2.	22	4			American Indian and Alaska Native; Asian
P2.	23	4			American Indian and Alaska Native; Native Hawaiian and Other Pacific Islander
P2.	24	4			American Indian and Alaska Native; Some Other Race
P2.	25	4			Asian; Native Hawaiian and Other Pacific Islander
P2.	26	4			Asian; Some Other Race
P2.	27	4			Native Hawaiian and Other Pacific Islander; Some Other Race
<CONTINUED>					
P4.		0			HISPANIC OR LATINO, AND NOT HISPANIC OR LATINO BY RACE FOR THE POPULATION 18 YEARS AND OVER [73]
P4.		0			Universe: Total population 18 years and over
P4.	1	0			Total:
P4.	2	1			Hispanic or Latino
P4.	3	1			Not Hispanic or Latino:
P4.	4	2			Population of one race:
P4.	5	3			White alone
P4.	6	3			Black or African American alone
P4.	7	3			American Indian and Alaska Native alone
P4.	8	3			Asian alone
P4.	9	3			Native Hawaiian and Other Pacific Islander alone
P4.	10	3			Some Other Race alone
P4.	11	2			Two or More Races:
P4.	12	3			Population of two races:
P4.	13	4			White; Black or African American
P4.	14	4			White; American Indian and Alaska Native
P4.	15	4			White; Asian
P4.	16	4			White; Native Hawaiian and Other Pacific Islander
P4.	17	4			White; Some Other Race
P4.	18	4			Black or African American; American Indian and Alaska Native
P4.	19	4			Black or African American; Asian
P4.	20	4			Black or African American; Native Hawaiian and Other Pacific Islander
P4.	21	4			Black or African American; Some Other Race
P4.	22	4			American Indian and Alaska Native; Asian
P4.	23	4			American Indian and Alaska Native; Native Hawaiian and Other Pacific Islander
P4.	24	4			American Indian and Alaska Native; Some Other Race
P4.	25	4			Asian; Native Hawaiian and Other Pacific Islander
P4.	26	4			Asian; Some Other Race
P4.	27	4			Native Hawaiian and Other Pacific Islander; Some Other Race
<CONTINUED>					

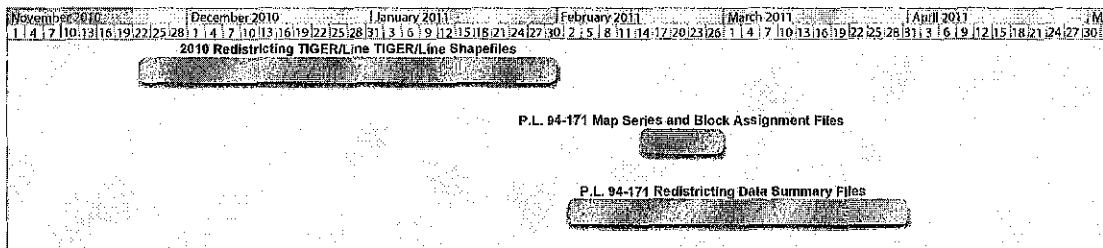
# 2010 Census Redistricting Data (Public Law 94-171) Summary File - EXTRACT

## SUMMARY TABLE OUTLINES

Final 2010

HI.	0	OCCUPANCY STATUS (3)
HI.	0	Universe: Housing units
HI.	1	Total:
HI.	2	Occupied
HI.	3	Vacant

## 2010 P.L. 94-171 Redistricting Data Products Delivery Timeline



The 2010 Redistricting TIGER/Line® Shapefiles are spatial extracts from the Census Bureau's MAF/TIGER database. These files contain linear features such as roads, railroads, rivers as well as geographies such as American Indian reservations, places, census tracts, census block groups, and census blocks, in addition to many others.

The 2010 P.L. 94-171 Map Series includes County Block Maps, Census Tract Reference Maps, School District Reference Maps, and Voting District Reference Maps.

The 2010 P.L. 94-171 Redistricting Data Summary Files will include four population tables, including total population, total population by race, ethnicity, and voting age (18+). In addition, for the 2010 Census, this file will include a table on occupancy status of housing units.

### Where to Go to Learn More!

Responsive government at all levels begins with legislative boundaries that reflect an accurate count of the population. We hope this brochure helps you better understand the data and maps that the Census Bureau provides and how you can use them in redistricting. You can learn more about the design and content of other Census Bureau data products from the Census Bureau's Web site,

particularly the American FactFinder. Just point your browser to <[www.census.gov](http://www.census.gov)>. More information about the 2010 Census Redistricting Data Program, can be obtained by calling 301-763-4039 or sending e-mail to <[catherine.clark.mccully@census.gov](mailto:catherine.clark.mccully@census.gov)> or <[james.whitehorne@census.gov](mailto:james.whitehorne@census.gov)>. You also may write to:

U.S. Census Bureau,  
Redistricting Data Office, HQ - 8H019  
Washington, DC 20233.

For more information on redistricting data, access the the Redistricting Data Office Web page located at <[www.census.gov/rdo](http://www.census.gov/rdo)> and click on "Redistricting Data" or access the National Conference of State Legislatures Web site at <[www.ncsl.org](http://www.ncsl.org)>.

#### Cathy McCully

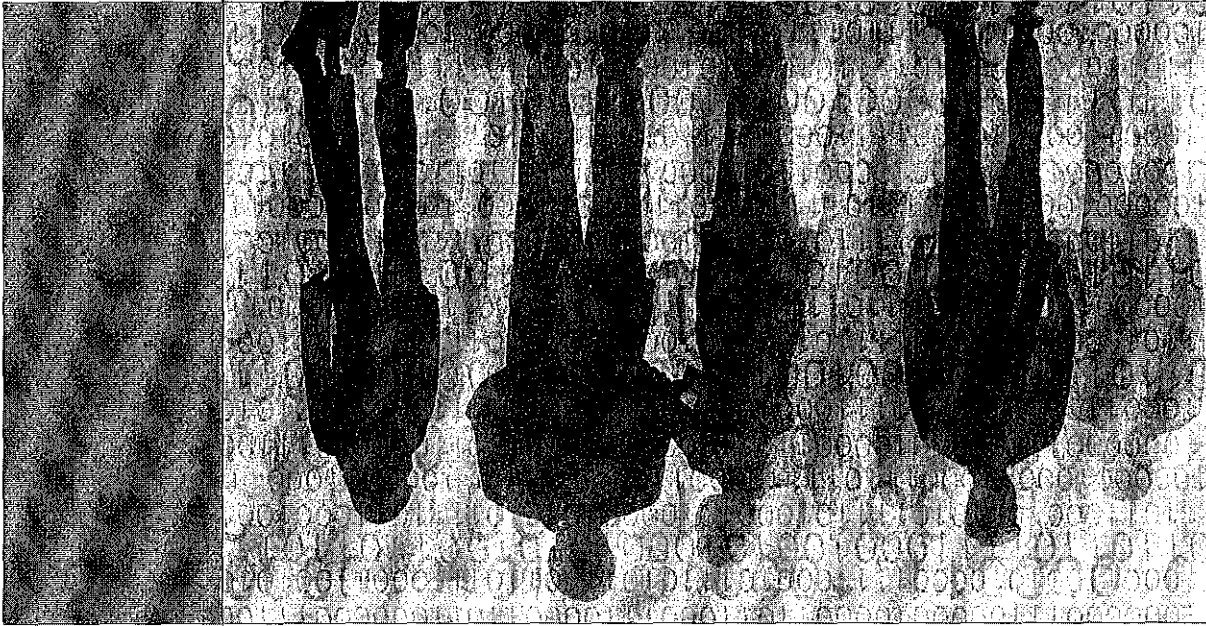
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301-763-4039

U.S. CENSUS BUREAU  
Helping You Make Informed Decisions

United States  
Census  
2010



Your Guide to Census 2010 Redistricting Data From the U.S. Census Bureau

# Strength in Numbers

Issued July 2010

U.S. Department of Commerce  
Economics and Statistics Administration  
U.S. CENSUS BUREAU  
Washington, DC 20233

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THE CITY OF SAN DIEGO  
M E M O R A N D U M

DATE: June 4, 2010

TO: Department Directors and Executive Directors

FROM: Hadi Dehghani, Personnel Director  
Scott Chadwick, Human Resources Director

SUBJECT: Internship Program

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In an effort to promote efficiency within the City with regard to the use of the City of San Diego's Internship Program, the Personnel Department and the Human Resources Department would like to provide the guidelines for hiring an Intern.

The procedures for hiring an Intern, whether paid or unpaid, are as follows:

For Mayoral Departments, the hiring department must submit a memo to the Human Resources Director requesting approval to hire. The memo should contain a brief description of the project, length of the appointment, number of hours worked, and funding source to support the position. For Non-Mayoral Departments, a memo signed by the Department Director is sufficient.

Once a paid position is approved, a copy of the memo should be sent to the Personnel Department along with the Personnel Change Request (PCR) to hire the Intern. The Personnel Department will not accept any PCR's without an approved memo attached. There also must be a current vacant position in SAP in which to hire the Intern. If no position exists, one must be created utilizing the Organizational Management Position Action Request (form CS-1529). After the Intern has been hired, the Appointing Authority is responsible to periodically verify that the Intern continues to meet the requirements of the program.

**NOTE:** IT IS THE RESPONSIBILITY OF THE APPOINTING AUTHORITY TO ENSURE CONFORMANCE TO ESTABLISHED GUIDELINES.

**GUIDELINES**

**Internship Appointments**

- May not last longer than one (1) year
- May not replace budgeted staff nor perform on-going work assignments
- Must be approved by Human Resources Director for Mayoral Departments and Department Directors for Non-Mayoral Departments

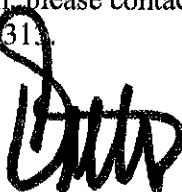
**Interns**

- **Must be currently enrolled in a verified school**
- **Must verify their right to work in the United States by providing documentation to the Personnel Department prior to starting work (Paid Interns)**
- **May be appointed at any step in the designated Intern salary range at the discretion of the Appointing Authority (Paid Interns)**
- **May work no more than twenty (20) hours per week during the school year and forty (40) hours during summer vacations and holidays (Paid Interns)**
- **Are unclassified, limited, and hourly status (Paid Interns)**

On an annual basis, the Personnel Department will review the records of each paid Intern and report any inconsistencies or abuses of the Internship Program to the Civil Service Commission. At that time, the Appointing Authority will have the opportunity to present information to the Civil Service Commission supporting the inconsistency or present a plan as to how the abuses will be eliminated.

The goal of the Internship Program has been to provide students with practical working experience which would complement their academic coursework. This program does not bypass the Classified Service merit system and shall not be used for that purpose. Should you have further questions regarding the use of the Internship program, please contact the Human Resources Department, Labor Relations Office at 619-236-0311.

  
Hadi Dehghani  
Personnel Director

  
Scott Chadwick  
Human Resources Director

**REDISTRICTING COMMISSION 2010**  
**PROPOSED BUDGETS FOR FY 2011 AND FY 2012**

	FY 2011 - Prorated figures	FY 2012 - Prorated figures	Redistricting Commission Proposed Budget	Salary	Fringe	Notes
<b>Staffing Costs</b>						
1.00 Chief of Staff	\$ 96,358	\$ 96,358	\$ 192,716	120,000.00	72,716.00	Salary based on Deputy Director salary range subject to job qualifications/experience.
1.00 Executive Secretary	\$ 36,801	\$ 44,162	\$ 80,963	50,511.00	37,812.00	Average salary. Assumes staff is hired for 11 months.
<b>Subtotal</b>	<b>\$ 133,159</b>	<b>\$ 140,520</b>	<b>\$ 273,679</b>			
<b>Other support staff/professional services</b>						
Consulting / legal services	\$ 15,000	\$ 15,000	\$ 30,000	Rate 30,000.00	Quantity 1.00	Estimated value.
Consulting / mapping and outreach services	\$ 45,000	\$ 45,000	\$ 90,000	90,000.00	1.00	Assumes vendor provides Technical support.
As-Needed Sign Language Interpreter Services	\$ 1,867	\$ 1,867	\$ 3,733			Assumes two interpreters at 7 community meetings held during the week after 5:00 pm. Three hour duration.
As-Needed Spoken Language Interpreter Services	\$ 5,530	\$ 5,530	\$ 11,060			Assumes two interpreters at 7 community meetings held during the week after 5:00 pm. Three hour duration.
City Clerk Support	\$ 12,258	\$ 12,258	\$ 24,516	63.51	386.00	Assumes 386 hrs of work based on 2000 RC actual meeting timelines. Cost assumes all work is performed as Overtime.
<b>Subtotal</b>	<b>\$ 79,655</b>	<b>\$ 79,655</b>	<b>\$ 159,309</b>			
<b>Non-Personnel Expense</b>						
Advertising/Noticing	\$ 3,000	\$ -	\$ 3,000	600.00	5.00	Estimated value.
Advertising/Chief of Staff	\$ 700	\$ -	\$ 700			Based on quotes.
Advertising/Executive Secretary	\$ 700	\$ -	\$ 700			Estimated value.
Application Support/Labor	\$ 250	\$ 250	\$ 500			Support for unanticipated issues.
Cell Phone	\$ 1,000	\$ 1,000	\$ 2,000			Average cost per other similar organizations.
Meeting Expenses	\$ 250	\$ 250	\$ 500			Average cost per other similar organizations.
Network Access Charges		\$ 3,050	\$ 3,050			Estimate based on 6 phone and data port connections (assumes half a year support).
Office Supplies	\$ 500	\$ 500	\$ 1,000			Assumes printer cartridge \$200, printer paper \$300, additional supplies not available within the City \$500.
Phone Service - Long Distance	\$ 250	\$ 250	\$ 500			Average cost per other similar organizations.
Postage	\$ 500	\$ 500	\$ 1,000			Average cost per other similar organizations and 2000 RC documentation.
Print Shop Services	\$ 4,000	\$ 4,000	\$ 8,000			Average cost per other similar organizations.
Redistricting/Mapping Software	\$ 15,000	\$ -	\$ 15,000			Assumes the acquisition of two licenses and annual Support.
Rent	\$ -	\$ -	\$ -			Rent Suite 1060, Executive Complex. 1,094 rentable square feet.
Transportation Allowance - Mileage	\$ 375	\$ 375	\$ 750	0.50	1,500.00	Assumes 500 miles per 3.00 commission employees (Reimbursement rate of .50 per mile).
Transportation Allowance - Parking	\$ 1,250	\$ 1,250	\$ 2,500			Assumes at least 7 commission members and staff @ 40 meetings downtown.
<b>Subtotal</b>	<b>\$ 27,775</b>	<b>\$ 11,425</b>	<b>\$ 39,200</b>			
<b>Initial office expenditures</b>						
Fax Machine - hardware	\$ -	\$ -	\$ -			City issued.
Modular/Cubicle Furniture	\$ 500	\$ -	\$ 500			Assumes City support for most of the equipment outlay.
Moving/Relocation costs	\$ 1,800	\$ -	\$ 1,800			Estimate based on volume of equipment outlay.
Network Printer - hardware	\$ -	\$ -	\$ -			City issued.
Network Ready Computers	\$ -	\$ -	\$ -			City issued.
Office Furniture	\$ 800	\$ -	\$ 800			Assumes City support for most of the equipment outlay.
Office phones - hardware	\$ 1,000	\$ -	\$ 1,000			Assumes 5 phones.
Office Software	\$ 750	\$ -	\$ 750			Acrobat 9 Standard \$150 per user (assumes 3); Vision 2007 Standard \$150 per user (assumes 2).
Phone/Data/Fax connection	\$ 800	\$ -	\$ 800			Assumes 6 phones and 6 data lines.
Scanner - hardware	\$ -	\$ -	\$ -			Provided by City support staff.
<b>Subtotal</b>	<b>\$ 5,650</b>	<b>\$ -</b>	<b>\$ 5,650</b>			
<b>Totals</b>	<b>\$ 246,239</b>	<b>\$ 231,599</b>	<b>\$ 477,838</b>			
Contingency Reserve	\$ 11,081	\$ 11,081	\$ 22,162			
<b>Grand Total</b>	<b>\$ 257,320</b>	<b>\$ 242,680</b>	<b>\$ 500,000</b>			

**Note: Non-Personnel expenditure allocation is subject to actual expenditure patterns. Transfers within each expenditure category may take place based on actual business needs.**

# **AGENDA**

## **APPOINTING AUTHORITY FOR THE 2010 REDISTRICTING COMMISSION OF THE CITY OF SAN DIEGO**

Wednesday, December 1, 2010 – 3:30 p.m.  
Council Chambers  
202 C Street, 12<sup>th</sup> Floor  
San Diego, CA

**Call to Order – Chairperson Howatt**

- Item 1. Roll Call**
- Item 2. Non-Agenda Comment**
- Item 3. Approval of 2010 Redistricting Commission Budget**
- Item 4. Adjournment**

**REDISTRICTING COMMISSION 2010  
PROPOSED BUDGETS FOR FY 2011 AND FY 2012**

	FY 2011 - Prorated figures	FY 2012 - Prorated figures	Redistricting Commission Proposed Budget	Salary	Fringe	Notes
<b>Staffing Costs</b>						
1.00 Chief of Staff	\$ 81,932	\$ 81,932	\$ 163,864	100,000	63,864.00	Salary based on Deputy Director salary range subject to Job qualifications/experience.
1.00 Executive Secretary	\$ 36,801	\$ 44,162	\$ 80,963	50,511	37,812.00	Average salary. Assumes staff is hired for 11 months.
<b>Subtotal</b>	<b>\$ 118,733</b>	<b>\$ 126,094</b>	<b>\$ 244,827</b>			
<b>Other support staff/professional services</b>						
Consulting / legal services	\$ 7,500	\$ 7,500	\$ 15,000	15,000	1.00	Estimated value.
Consulting / mapping and outreach services	\$ 45,000	\$ 45,000	\$ 90,000	90,000	1.00	Assumes vendor provides Technical support.
As-Needed Sign Language Interpreter Services	\$ 1,867	\$ 1,867	\$ 3,733			Assumes two interpreters at 7 community meetings held during the week after 5:00 pm. Three hour duration.
As-Needed Spoken Language Interpreter Services	\$ 5,530	\$ 5,530	\$ 11,060			Assumes two interpreters at 7 community meetings held during the week after 5:00 pm. Three hour duration.
City Attorney Support	\$ 24,661	\$ 24,661	\$ 49,321	49,321	1.00	Estimate provided by the City Attorney's Office based on .25 FTE of a Deputy City Attorney.
City Clerk Support	\$ 12,258	\$ 12,258	\$ 24,516	63.51	386.00	Assumes 386 hrs of work based on 2000 RC actual meeting timelines. Cost assumes all work is performed as Overtime.
<b>Subtotal</b>	<b>\$ 96,815</b>	<b>\$ 96,815</b>	<b>\$ 193,630</b>			
<b>Non-Personnel Expense</b>						
Advertising/Noticing	\$ 3,000	\$ -	\$ 3,000	600	5.00	Estimated value.
Advertising/Chief of Staff	\$ 700	\$ -	\$ 700			Based on quotes.
Advertising/Executive Secretary	\$ 700	\$ -	\$ 700			Estimated value.
Application Support/Labor	\$ 250	\$ 250	\$ 500			Support for unanticipated issues.
Cell Phone	\$ 1,000	\$ 1,000	\$ 2,000			Average cost per other similar organizations.
Meeting Expenses	\$ 250	\$ 250	\$ 500			Average cost per other similar organizations.
Network Access Charges		\$ 3,050	\$ 3,050			Estimate based on 6 phone and data port connections (assumes half a year support).
Office Supplies	\$ 500	\$ 500	\$ 1,000			Assumes printer cartridge \$200, printer paper \$300, additional supplies not available within the City \$500.
Phone Service - Long Distance	\$ 250	\$ 250	\$ 500			Average cost per other similar organizations.
Postage	\$ 500	\$ 500	\$ 1,000			Average cost per other similar organizations and 2000 RC documentation.
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Redistricting/Mapping Software	\$ 15,000	\$ -	\$ 15,000			Assumes the acquisition of two licenses and annual Support.
Rent	\$ -	\$ -	\$ -			Rent Suite 1060, Executive Complex. 1,094 rentable square feet.
Transportation Allowance - Mileage	\$ 375	\$ 375	\$ 750	0.50	1,500.00	Assumes 500 miles per 3.00 commission employees (Reimbursement rate of .50 per mile).
Transportation Allowance - Parking	\$ 1,250	\$ 1,250	\$ 2,500			Assumes at least 7 commission members and staff @ 40 meetings downtown.
<b>Subtotal</b>	<b>\$ 27,775</b>	<b>\$ 11,425</b>	<b>\$ 39,200</b>			
<b>Initial office expenditures</b>						
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Modular/Cubicle Furniture	\$ 500	\$ -	\$ 500			Assumes City support for most of the equipment outlay.
Moving/Relocation costs	\$ 1,800	\$ -	\$ 1,800			Estimate based on volume of equipment outlay.
Network Printer - hardware	\$ -	\$ -	\$ -			City Issued.
Network Ready Computers	\$ -	\$ -	\$ -			City Issued.
Office Furniture	\$ 800	\$ -	\$ 800			Assumes City support for most of the equipment outlay.
Office phones - hardware	\$ 1,000	\$ -	\$ 1,000			Assumes 5 phones.
Office Software	\$ 750	\$ -	\$ 750			Acrobat 9 Standard \$150 per user (assumes 3); Vision 2007 Standard \$150 per user (assumes 2).
Phone/Data/Fax connection	\$ 800	\$ -	\$ 800			Assumes 6 phones and 6 data lines.
Scanner - hardware	\$ -	\$ -	\$ -			Provided by City support staff.
<b>Subtotal</b>	<b>\$ 5,650</b>	<b>\$ -</b>	<b>\$ 5,650</b>			
<b>Totals</b>	<b>\$ 248,973</b>	<b>\$ 234,334</b>	<b>\$ 483,307</b>			
Contingency Reserve	\$ 8,347	\$ 8,347	\$ 16,693			
<b>Grand Total</b>	<b>\$ 257,320</b>	<b>\$ 242,680</b>	<b>\$ 500,000</b>			

**Note: Non-Personnel expenditure allocation is subject to actual expenditure patterns. Transfers within each expenditure category may take place based on actual business needs.**

**CITY COUNCIL OF THE CITY OF SAN DIEGO  
SUPPLEMENTAL DOCKET NUMBER 1  
FOR THE REGULAR MEETING OF  
TUESDAY, DECEMBER 7, 2010  
CITY ADMINISTRATION BUILDING  
COUNCIL CHAMBERS – 12<sup>TH</sup> FLOOR  
202 “C” STREET  
SAN DIEGO, CA 92101**  
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ADOPTION AGENDA, DISCUSSION, OTHER LEGISLATIVE ITEMS  
RESOLUTIONS:

NOTE: This item may be taken in the morning session if time permits.

ITEM-S500: Approval of the Redistricting Commission Budget.

**STAFF'S RECOMMENDATION:**

Adopt the following resolution:

(R-2011-542)

Declaring that the budget for the 2010 Redistricting Commission has been considered by this Council and that the appropriation in the FY 2011 Budget and Annual Appropriation Ordinance is adequate for the Commission to carry out its duties under the City Charter.

**STAFF SUPPORTING INFORMATION:**

San Diego City Charter Section 5, requires that the City be redistricted at least once every 10 years, but no later than nine months following the City's receipt of final Federal Decennial Census information.

Section 5.1 of the Charter sets forth the procedure for redistricting. It calls for creation of a seven-member Redistricting Commission, which has sole and exclusive authority to adopt the City's redistricting plan that sets the boundaries of City Council districts. In response to a vote of the people, the Redistricting Commission will be adding a new Council district and be charged with dividing the City into nine Council districts. Section 5.1 of the Charter also states that within 60 days after members of the Redistricting Commission are appointed, the Commission shall adopt a budget and submit it to the Appointing Authority, a three-judge panel selected in accordance with the Charter. If approved, the budget shall be forwarded to the City Council for its consideration. The Charter states that the City Council shall appropriate funds to the Commission and to the City Clerk adequate to carry out their duties under the Charter.

On December 1, 2010, the Appointing Authority was scheduled to review and approve the

proposed budget submitted by the Redistricting Commission. The Redistricting Commission now seeks to have the City Council to consider the proposed budget and authorize the use of the funding already appropriated in the FY 2011 Citywide Program Budget for redistricting. The FY 2011 Budget approved by the City Council was for a one-time adjustment of \$500,000. The Redistricting Commission's proposed budget would be covered by the funds approved. No additional funds are being requested at this time.

FISCAL CONSIDERATIONS:

Approve the Redistricting Commission budget and authorize the expenditure of the Redistricting Commission funding allocated within the Citywide Program.

EQUAL OPPORTUNITY CONTRACTING INFORMATION (IF APPLICABLE): None.

PREVIOUS COUNCIL AND/OR COMMITTEE ACTION:

\$500,000 appropriated by the City Council during the Fiscal Year 2011 Budget process.

COMMUNITY PARTICIPATION AND PUBLIC OUTREACH EFFORTS:

None for this action.

KEY STAKEHOLDERS AND PROJECTED IMPACTS:

None for this action.

Walker

Staff: Joseph Walker - (619) 533-3978  
Sharon B. Spivak - Deputy City Attorney

**REQUEST FOR COUNCIL ACTION**  
**CITY OF SAN DIEGO**

CERTIFICATE NUMBER  
(FOR COMPTROLLER'S USE ONLY)

TO: CITY COUNCIL	FROM (ORIGINATING DEPARTMENT): Redistricting Commission	DATE: 11/29/2010
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SUBJECT: Approval of the Redistricting Commission Budget.

PRIMARY CONTACT (NAME, PHONE): Joseph Walker, (619) 533-3978 MS 9A	SECONDARY CONTACT (NAME, PHONE): 
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**COMPLETE FOR ACCOUNTING PURPOSES**

FUND					
DEPT / FUNCTIONAL AREA					
ORG / COST CENTER					
OBJECT / GENERAL LEDGER ACCT					
JOB / WBS OR INTERNAL ORDER					
C.I.P./CAPITAL PROJECT No.					
AMOUNT	0.00	0.00	0.00	0.00	0.00

FUND					
DEPT / FUNCTIONAL AREA					
ORG / COST CENTER					
OBJECT / GENERAL LEDGER ACCT					
JOB / WBS OR INTERNAL ORDER					
C.I.P./CAPITAL PROJECT No.					
AMOUNT	0.00	0.00	0.00	0.00	0.00

**COST SUMMARY (IF APPLICABLE):** No fiscal impact associated with this request.

**ROUTING AND APPROVALS**

CONTRIBUTORS/REVIEWERS:	APPROVING AUTHORITY	APPROVAL SIGNATURE	DATE SIGNED
2010 Redistricting Commission	ORIG DEPT.	Walker, Joseph	11/30/2010
City Attorney - Sharon Spivak	CFO		
	COO		
	CITY ATTORNEY		
	COUNCIL PRESIDENTS OFFICE	Jurado-Sainz, Diana	12/03/2010

PREPARATION OF: ☒ RESOLUTIONS ☐ ORDINANCE(S) ☐ AGREEMENT(S) ☐ DEED(S)

Approve the Redistricting Commission Budget.

STAFF RECOMMENDATIONS:

Approve Recommended Action.

SPECIAL CONDITIONS (REFER TO A.R. 3.20 FOR INFORMATION ON COMPLETING THIS SECTION)



COUNCIL DISTRICT(S):	ALL
COMMUNITY AREA(S):	None.
ENVIRONMENTAL IMPACT:	None.
CITY CLERK INSTRUCTIONS:	None.

**COUNCIL ACTION  
EXECUTIVE SUMMARY SHEET  
CITY OF SAN DIEGO**

DATE: 11/29/2010

ORIGINATING DEPARTMENT: Redistricting Commission

SUBJECT: Approval of the Redistricting Commission Budget.

COUNCIL DISTRICT(S): ALL

CONTACT/PHONE NUMBER: Joseph Walker/(619) 533-3978 MS 9A

**REQUESTED ACTION:**

Approve the Redistricting Commission budget.

**STAFF RECOMMENDATION:**

Approve Recommended Action.

**EXECUTIVE SUMMARY OF ITEM BACKGROUND:** San Diego City Charter section 5 requires that the City be redistricted at least once every 10 years, but no later than nine months following the City's receipt of final Federal Decennial Census information.

Section 5.1 of the Charter sets forth the procedure for redistricting. It calls for creation of a seven-member Redistricting Commission, which has sole and exclusive authority to adopt the City's redistricting plan that sets the boundaries of City Council districts. In response to a vote of the people, the Redistricting Commission will be adding a new Council district and be charged with dividing the City into nine Council districts.

Section 5.1 of the Charter also states that within 60 days after members of the Redistricting Commission are appointed, the Commission shall adopt a budget and submit it to the Appointing Authority, a three-judge panel selected in accordance with the Charter. If approved, the budget shall be forwarded to the City Council for its consideration. The Charter states that the City Council shall appropriate funds to the Commission and to the City Clerk adequate to carry out their duties under the Charter.

On December 1, 2010, the Appointing Authority was scheduled to review and approve the proposed budget submitted by the Redistricting Commission. The Redistricting Commission now seeks to have the City Council to consider the proposed budget and authorize the use of the funding already appropriated in the FY 2011 Citywide Program budget for redistricting. The FY 2011 budget approved by the City Council was for a one-time adjustment of \$500,000. The Redistricting Commission's proposed budget would be covered by the funds approved. No additional funds are being requested at this time.

**FISCAL CONSIDERATIONS:** Approve the Redistricting Commission budget and authorize the expenditure of the Redistricting Commission funding allocated within the Citywide Program.

**EQUAL OPPORTUNITY CONTRACTING INFORMATION (IF APPLICABLE):** None.

**PREVIOUS COUNCIL and/or COMMITTEE ACTION:** \$500,000 appropriated by the City Council during the Fiscal Year 2011 budget process.

**COMMUNITY PARTICIPATION AND PUBLIC OUTREACH EFFORTS:** None for this action.

KEY STAKEHOLDERS AND PROJECTED IMPACTS: None for this action

Walker, Joseph  
Originating Department

ATTACHMENT: 2010 Redistricting Commission Proposed Budget

# REDISTRICTING COMMISSION 2010

## PROPOSED BUDGETS FOR FY 2011 AND FY 2012

	FY 2011 - Prorated figures	FY 2012 - Prorated figures	Redistricting Commission Proposed Budget
<b>Staffing Costs</b>			
1.00 Chief of Staff	\$ 81,932	\$ 81,932	\$ 163,864
1.00 Executive Secretary	\$ 36,801	\$ 44,162	\$ 80,963
<b>Subtotal</b>	<b>\$ 118,733</b>	<b>\$ 126,094</b>	<b>\$ 244,827</b>

### Other support staff/professional services

Consulting / legal services	\$ 7,500	\$ 7,500	\$ 15,000
Consulting / mapping and outreach services	\$ 45,000	\$ 45,000	\$ 90,000
As-Needed Sign Language Interpreter Services	\$ 1,867	\$ 1,867	\$ 3,733
As-Needed Spoken Language Interpreter Services	\$ 5,530	\$ 5,530	\$ 11,060
City Attorney Support	\$ 24,661	\$ 24,661	\$ 49,321
City Clerk Support	\$ 12,258	\$ 12,258	\$ 24,516
<b>Subtotal</b>	<b>\$ 96,815</b>	<b>\$ 96,815</b>	<b>\$ 193,630</b>

### Non-Personnel Expense

Advertising/Noticing	\$ 3,000	\$ -	\$ 3,000
Advertising/Chief of Staff	\$ 700	\$ -	\$ 700
Advertising/Executive Secretary	\$ 700	\$ -	\$ 700
Application Support/Labor	\$ 250	\$ 250	\$ 500
Cell Phone	\$ 1,000	\$ 1,000	\$ 2,000
Meeting Expenses	\$ 250	\$ 250	\$ 500
Network Access Charges		\$ 3,050	\$ 3,050
Office Supplies	\$ 500	\$ 500	\$ 1,000
Phone Service - Long Distance	\$ 250	\$ 250	\$ 500
Postage	\$ 500	\$ 500	\$ 1,000
Print Shop Services	\$ 4,000	\$ 4,000	\$ 8,000
Redistricting/Mapping Software	\$ 15,000	\$ -	\$ 15,000
Rent	\$ -	\$ -	\$ -
Transportation Allowance - Mileage	\$ 375	\$ 375	\$ 750
Transportation Allowance - Parking	\$ 1,250	\$ 1,250	\$ 2,500
<b>Subtotal</b>	<b>\$ 27,775</b>	<b>\$ 11,425</b>	<b>\$ 39,200</b>

# REDISTRICTING COMMISSION 2010

## PROPOSED BUDGETS FOR FY 2011 AND FY 2012

	FY 2011 - Prorated figures	FY 2012 - Prorated figures	Redistricting Commission Proposed Budget
<b>Initial office expenditures</b>			
Fax Machine - hardware	\$ -	\$ -	\$ -
Modular/Cubicle Furniture	\$ 500	\$ -	\$ 500
Moving/Relocation costs	\$ 1,800	\$ -	\$ 1,800
Network Printer - hardware	\$ -	\$ -	\$ -
Network Ready Computers	\$ -	\$ -	\$ -
Office Furniture	\$ 800	\$ -	\$ 800
Office phones - hardware	\$ 1,000	\$ -	\$ 1,000
Office Software	\$ 750	\$ -	\$ 750
Phone/Data/Fax connection	\$ 800	\$ -	\$ 800
Scanner - hardware	\$ -	\$ -	\$ -
<b>Subtotal</b>	<b>\$ 5,650</b>	<b>\$ -</b>	<b>\$ 5,650</b>
<b>Totals</b>	<b>\$ 248,973</b>	<b>\$ 234,334</b>	<b>\$ 483,307</b>
Contingency Reserve	\$ 8,347	\$ 8,347	\$ 16,693
<b>Grand Total</b>	<b>\$ 257,320</b>	<b>\$ 242,680</b>	<b>\$ 500,000</b>

**Note: Non-Personnel expenditure allocation is subject to actual expenditure patterns. Transfers within each expenditure category may take place based on actual business needs.**

RESOLUTION NUMBER R-\_\_\_\_\_

DATE OF FINAL PASSAGE \_\_\_\_\_

RESOLUTION ADOPTING A BUDGET FOR THE  
2010 REDISTRICTING COMMISSION

WHEREAS, San Diego City Charter section 5 requires that the City be redistricted at least once every 10 years, but no later than nine months following the City's receipt of final Federal Decennial Census information; and

WHEREAS, Charter section 5.1 provides the procedure for redistricting, and calls for creation of a seven-member Redistricting Commission, which has sole and exclusive authority to adopt the redistricting plan that sets the boundaries of City Council districts; and

WHEREAS, Charter section 5.1. also provides that Commission must be appointed by November 1; and

WHEREAS, the seven Redistricting Commission members have been appointed by an Appointing Authority of three retired judges, in compliance with the City Charter; and

WHEREAS, Charter section 5.1 provides that within 60 days after members of the Redistricting Commission are appointed, the Redistricting Commission shall adopt a budget and submit it to the Appointing Authority for approval; and

WHEREAS, after the Appointing Authority approves the budget, it is forwarded to the City Council for consideration; and

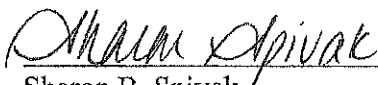
WHEREAS, Charter section 5.1 requires the City Council to appropriate funds to the Redistricting Commission and the City Clerk adequate to carry out their duties under the City Charter; and

WHEREAS, the Redistricting Commission adopted its budget on November 22, 2010, and the Appointing Authority approved the budget on December 1, 2010; and

WHEREAS, the City of San Diego FY2011 Budget and Annual Appropriation Ordinance includes expenditures of up to \$500,000 for the costs of redistricting; NOW, THEREFORE,

BE IT RESOLVED, by the Council for the City of San Diego, that the budget for the 2010 Redistricting Commission has been considered by this Council and that the appropriation in the FY 2011 Budget and Annual Appropriation Ordinance is adequate for the Commission to carry out its duties under the Charter.

APPROVED: JAN I. GOLDSMITH, City Attorney

By   
Sharon B. Spivak  
Deputy City Attorney

SBS:jdf  
11/30/10  
Or.Dept: Redistricting Commission

I hereby certify that the foregoing Resolution was passed by the Council of the City of San Diego, at this meeting of \_\_\_\_\_.

ELIZABETH S. MALAND  
City Clerk

By \_\_\_\_\_  
Deputy City Clerk

Approved: \_\_\_\_\_  
(date)

\_\_\_\_\_  
JERRY SANDERS, Mayor

Vetoed: \_\_\_\_\_  
(date)

\_\_\_\_\_  
JERRY SANDERS, Mayor



## **AGENDA**

FOR THE 2010 REDISTRICTING COMMISSION  
OF THE CITY OF SAN DIEGO  
FRIDAY, DECEMBER 10, 2010  
4:00 p.m – 7:00 p.m  
202 C Street  
COUNCIL CHAMBERS - 12TH FLOOR

**ITEM-1: Call to Order**

**ITEM-2: Roll Call**

**ITEM-3: Non-Agenda Comment**

This portion of the agenda provides an opportunity for members of the public to address the Redistricting Commission on items of interest within the jurisdiction of the Commission.

Comments are limited to no more than three minutes per speaker. Submit requests to speak to the Commission's Operations Director prior to 4:00 p.m. Pursuant to the Ralph M. Brown Act, no discussion or action, other than a referral, shall be taken by the Redistricting Commission on any issue brought forth under "Non-Agenda Comment."

### **ACTION ITEMS**

- ITEM-4: Subcommittee Reports**
- Hiring Subcommittee
    - o Approve revised hiring timelines
  - Budget Subcommittee
    - o Update on Redistricting Commission budget
  - Website Subcommittee
    - o Update on Redistricting Commission website

### **INFORMATION ITEMS**

### **STAFF REPORTS**

**ITEM-5: Joseph Walker, Supervising Management Analyst**

### **PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS**

## **CLOSED SESSION ITEMS**

**ITEM-6: Commission Staff discussion – personnel matters, pursuant to California Government Code section 54957:**

**Discussion of applicants for Commission's chief of staff**

**The City Charter requires that the commission employ a chief of staff, who shall serve at the Commission's pleasure. Exempt from Civil Service, and shall contract for needed staff, technical consultants and services, using existing City staff to the extent possible. Aye votes by five members of the Commission are required for the appointment of its chief of staff.**

**Redistricting Commission  
Sub-Committee for the Hiring of a Chief of Staff**

Time Frame:

- December 3 - Close application period.
- December 6 - (Monday) Sub-committee meet at 4pm. Create screening criteria.
- December 8 - (Wednesday) Sub-Committee meet at Noon. Screen applications.
- December 10 - (Friday 4 - 7pm) Closed Session meeting of the full Commission. Amend the hiring timeline. Go into closed session. Sub-Committee will give their recommendations to the full Commission. The full Commission will go through the screening process on the recommended applicants and decide which should be interviewed.
- December 15 - (Wednesday 8:30am - 2pm) Closed Session meeting of FULL Commission for those Commissioners who wish to attend the interviews. Each applicant chosen by the Commission on December 10th will be interviewed. After interviewing, the group will determine the final two applicants.
- December 16 - (Thursday 4 - 7pm) IF NECESSARY, closed session of FULL Commission to re-interview applicants.
- December 17 - (Friday 2 - 4pm) Closed Session meeting of FULL Commission. Final two candidates available for questions. Commission vote to approve offer to Chief of Staff contingent based on background and reference checks.
- January 3 - Chief of Staff begins work.

## **AGENDA**

FOR THE 2010 REDISTRICTING COMMISSION  
OF THE CITY OF SAN DIEGO  
WEDNESDAY, DECEMBER 15, 2010  
8:30 a.m.  
202 C Street  
CONFERENCE ROOM A - 12TH FLOOR

**ITEM-1: Call to Order**

**ITEM-2: Roll Call**

**ITEM-3: Non-Agenda Comment**

This portion of the agenda provides an opportunity for members of the public to address the Redistricting Commission on items of interest within the jurisdiction of the Commission.

Comments are limited to no more than three minutes per speaker. Submit requests to speak to the Commission's Operations Director prior to 8:30 a.m. Pursuant to the Ralph M. Brown Act, no discussion or action, other than a referral, shall be taken by the Redistricting Commission on any issue brought forth under "Non-Agenda Comment".

### **PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS**

#### **CLOSED SESSION ITEMS**

**ITEM-4: Public Employment - pursuant to California Government Code section 54957**

**Title: Commission's Chief of Staff**

The City Charter requires that the commission employ a chief of staff, who shall serve at the Commission's pleasure. Exempt from Civil Service, and shall contract for needed staff, technical consultants and services, using existing City staff to the extent possible. Aye votes by five members of the Commission are required for the appointment of its chief of staff.

## **AGENDA**

FOR THE 2010 REDISTRICTING COMMISSION  
OF THE CITY OF SAN DIEGO  
WEDNESDAY, DECEMBER 17, 2010  
2 p.m.  
202 C Street  
CONFERENCE ROOM A - 12TH FLOOR

### **PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS**

#### **CLOSED SESSION ITEMS – continued from December 15**

**ITEM-1: Public Employment - pursuant to California Government Code section 54957**

**Title: Commission's Chief of Staff**

**The City Charter requires that the commission employ a chief of staff, who shall serve at the Commission's pleasure. Exempt from Civil Service, and shall contract for needed staff, technical consultants and services, using existing City staff to the extent possible. Aye votes by five members of the Commission are required for the appointment of its chief of staff.**

**AGENDA**  
**CITY OF SAN DIEGO**  
**2010 REDISTRICTING COMMISSION**

**THURSDAY, JANUARY 13, 2011, AT 4:00 P.M.**

**COUNCIL COMMITTEE ROOM (12th Floor)**  
**CITY ADMINISTRATION BUILDING**  
**202 C STREET**  
**SAN DIEGO, CALIFORNIA 92101**

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**ROLL CALL**

**NON-AGENDA PUBLIC COMMENT**

This portion of the agenda provides an opportunity for members of the public to address the Redistricting Commission on items of interest within the jurisdiction of the Commission.

Comments are limited to no more than two minutes per speaker. Submit requests to speak to the Commission's Operations Director prior to 5:00 p.m. Pursuant to the Ralph M. Brown Act, no discussion or action, other than a referral, shall be taken by the Redistricting Commission on any issue brought forth under Non-Agenda Comment.

**COMMISSION COMMENT**

**CITY ATTORNEY AND CITY STAFF ASSIGNED TO REDISTRICTING  
COMMISSION COMMENT**

**ACTION ITEMS**

ITEM-1: Appointment of the Chief of Staff for the City of San Diego 2010 Redistricting Commission

(a) Approval of the appointment of Midori Wong to serve as Chief of Staff for the City of San Diego 2010 Redistricting Commission.

(Aye votes by 5 members of the Commission are required for this appointment pursuant to San Diego City Charter section 5.1. This position is unclassified and exempt from the Civil Service provisions of the City Charter, as stated in Charter section 5.1.)



- (b) Approval of the compensation package for the Chief of Staff, which includes an annual salary set at \$75,000 plus benefits, with an unclassified salary reduction of 3 percent.

(Funding for the compensation for this position was included in the Redistricting Commission budget previously approved by the San Diego City Council.)

ITEM-2: Discussion regarding the hiring of other Redistricting Commission staff and possible action to direct City staff regarding the hiring process

ITEM-3: Discussion regarding mapping software and possible creation of subcommittee

#### **INFORMATION ITEMS**

ITEM-4: Subcommittee Reports  
- Subcommittee report on redistricting timeline

#### **STAFF REPORTS**

ITEM-5: Staff Member from City's Purchasing and Contracting Department, regarding the Request for Proposals process

ITEM-6: Joseph Walker, Supervising Management Analyst

#### **ADJOURNMENT**

MIDORI WONG

City of San Diego - Human Resources Department  
1200 Third Avenue, Suite 1316, MS 56L  
San Diego, CA 92101

RE: LETTER OF INTEREST

Honorable members of the Commission:

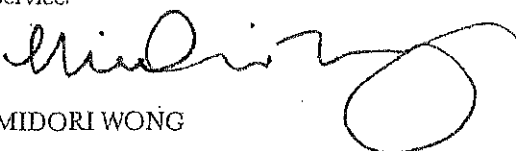
The Chief of Staff is charged with supporting and facilitating an equitable public process with integrity and transparency. To this end, I am committed to building an effective team that delivers data-driven products, leverages technology to engage the public in innovative ways, and best utilizes City resources to achieve results under the required deadlines. In support of these goals, I present for consideration the following experience relevant to serving the Commission.

My background in urban planning provides an interdisciplinary skill set well-suited to coordinate information on the law, process, and tools needed to support the Commission's work. I have successfully applied this education professionally through, for example, completion of a nearly two-year interregional smart growth mapping project to identify potential development opportunities. Working with staff from three jurisdictions, two transportation planning agencies, and council of governments, I oversaw quantitative and qualitative analysis of current and projected land uses, population, employment, and transit service levels. This effort produced local and regional maps identifying potential smart growth areas, and a symbol-based evaluation system I developed to easily depict progress toward developing these areas.

The entirety of my work experience has been in public service, including at the city, regional, state, and tribal nation levels of government. In my current position working in support of the San Diego Association of Governments (SANDAG) Board of Directors, I provide day-to-day project management for the Quality of Life Funding Strategy. This initiative aims to secure a dedicated funding source for key region-serving infrastructure, possibly through passage of a County-wide public funding measure similar to the *TransNet* Extension local half-cent sales tax approved in 2004. In this capacity, I act as the first-line staff liaison and communicate feedback between Board members, agency executives, and regional interests in a public process. I helped to convene the membership and staff ongoing monthly public meetings of a regional Stakeholder Working Group as well as an Ad Hoc Steering Committee of elected officials to discuss funding priorities and appropriate revenue sources. I prepare public agendas, reports, speaking points, and presentations, most recently compiling a research document on revenue mechanisms as allowed in the State Constitution, codes, and statutes. I also manage the outside consultant contract for public outreach and education services.

Through work on high-visibility, stakeholder-driven projects that with long-term implications for the City and its surrounding communities, I have formed a consensus-based orientation, ability to manage expectations, and aptitude for anticipating legal and political nuances. I also understand the social context of the planning process, and have developed good working relationships with community-based organizations through administration of an environmental justice outreach grant program to engage public participation of traditionally underserved populations and communities.

The Commission's work is of the highest form of civic engagement, and I appreciate the opportunity to be of service.

  
MIDORI WONG



# *Midori Wong*

## *Education*

- B.A., Cum Laude, Urban Studies and Planning, Environmental Studies Minor  
University of California, San Diego , 2008
- UCSD Warren College Honors; Major GPA 3.96
- Phi Beta Kappa

## *Selected Experience*

### Regional Planner II, San Diego Association of Governments (SANDAG)

July 2008 – present

- Daily project management of Quality of Life Funding Strategy, including staffing of monthly stakeholder and elected official committee meetings
- Preparation of public agenda, report, and presentation material monthly
- Contract and supervisory oversight of two state grants to local non-profit implementing community transportation projects
- Implementation of environmental justice outreach grant program to engage underserved communities
- Regular presentations to local audiences, university classes on planning and agency initiatives

### Project Assistant, City of San Diego Redevelopment Agency

November 2007 - July 2008

- Research and administrative assistant to three local redevelopment project areas and Project Area Committees
- Assisted RFP outreach, evaluation of 19 proposals, selection for environmental due diligence contract

### Tribal Policy Intern, Southern California Tribal Chairman's Association (San Diego, CA)

Fall 2007

- Preparation of impacts briefing of the 2007 firestorms on Tribal Nations in San Diego
- Preparation of presentation, speaking points for use by SCTCA Chairman to governing board

### Intern, City Manager's Office, City of Davis (Davis, CA)

Summer 2005

- Wrote, produced city TV video for then-newest affordable housing project
- Staffed city commission meetings and responded to public information requests
- Facilitated logistics, set-up, management for city-sponsored public events

### *Selected Experience (continued)*

Executive Assistant to the Executive Director/CAO, Rumsey Indian Rancheria (Brooks, CA)  
Summer 2004

- Scheduled meetings, appointments, and maintained calendar for tribal government chief executive
- Transcribed correspondence, Tribal Council meeting minutes, and reports

District Office Intern, Office of Assemblywoman Helen Thomson (Vacaville, CA)  
Summer 2003

- Assisted case management and public records requests
- Composed constituent letters on behalf of the Assemblywoman
- Directed incoming phone calls, mail, faxes, and email

### *Honors and Affiliations*

- Member, 2010 Provisional Class, Junior League of San Diego
- Appointed Member, UCSD Urban Studies & Planning Program Steering Committee
- Participant, 2010 Urban Land Institute Young Leaders Partnership Forum
- Advisory Board Member and former Fellow (2010 Inaugural Class), New Leaders Council - San Diego
- 2008 Michael Addison Research Award -- most outstanding research paper by a Warren College senior
- 2008 Academic Distinction Award -- highest GPA in program class
- 2008 Urban Studies & Planning Program honors -- for completion of undergraduate honors thesis

### *Skills*

- Recognized writing and interdisciplinary research ability
- Working knowledge of City organizational structure, public processes, and communities
- Materials/communications development tailored to intended audience (particularly PowerPoint, written reports, speaking points, simple databases, graphs, and tables)

### *References*

Rob Rundle, Principal Planner  
San Diego Association of Governments

James W. Ingram III, Ph.D., Lecturer, San Diego State University  
Former Committee Consultant, City of San Diego Charter Review Commission

Wendy Hope, Director of Community and Economic Development Programs  
City Heights Community Development Corporation

## **AGENDA**

### **CITY OF SAN DIEGO 2010 REDISTRICTING COMMISSION**

**THURSDAY, JANUARY 27, 2011, AT 4:00 P.M.**

**COUNCIL COMMITTEE ROOM (12th Floor)  
CITY ADMINISTRATION BUILDING  
202 C STREET  
SAN DIEGO, CALIFORNIA 92101**

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#### **ROLL CALL**

#### **NON-AGENDA PUBLIC COMMENT**

This portion of the agenda provides an opportunity for members of the public to address the Redistricting Commission on items of interest within the jurisdiction of the Commission.

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#### **COMMISSION COMMENT**

#### **CITY ATTORNEY AND CITY STAFF ASSIGNED TO REDISTRICTING COMMISSION COMMENT**

#### **ACTION ITEMS**

- ITEM 1: Approval of Redistricting Commission minutes of meetings of November 4, 2010 and November 22, 2010.
- ITEM 2: Discussion regarding the hiring of other Redistricting Commission staff and possible action to direct City staff regarding the hiring process.
- ITEM 3: Discussion regarding possible amendment of Article V, Section 6, of the Commission's Bylaws.
- ITEM 4: Discussion regarding the protocol and reporting structure for the Chief of Staff to the Redistricting Commission.
- ITEM 5: Discussion of dates and locations for pre-mapping public hearings.

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## **INFORMATION ITEMS**

- ITEM 6: Subcommittee Reports  
- Subcommittee report from Mapping Subcommittee

## **STAFF REPORTS**

- ITEM 7: Joseph Walker, Supervising Management Analyst

## **ADJOURNMENT**

## **AGENDA**

### **CITY OF SAN DIEGO 2010 REDISTRICTING COMMISSION**

**THURSDAY, FEBRUARY 3, 2011, AT 4:00 P.M.**

**COUNCIL COMMITTEE ROOM (12th Floor)  
CITY ADMINISTRATION BUILDING  
202 C STREET  
SAN DIEGO, CALIFORNIA 92101**

**Redistricting\_2010@sandiego.gov  
(619) 533-3060**

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#### **ROLL CALL**

#### **NON-AGENDA PUBLIC COMMENT**

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#### **COMMISSION COMMENT**

#### **CITY ATTORNEY AND CITY STAFF ASSIGNED TO REDISTRICTING COMMISSION COMMENT**

#### **ACTION ITEMS**

- ITEM 1: Discussion regarding amendment of Article V, Section 6, of the Commission's Bylaws regarding communications.
- ITEM 2: Discussion regarding amendment of the Commission's operating procedures within the Bylaws regarding Chief of Staff and protocol.
- ITEM 3: Introduction of City Charter and Federal Law Requirements for Redistricting Plan and pre-map public hearings by the City Attorney's Office.

ITEM 4: Discussion regarding agendas and calendar for pre-map public hearings under Charter section 5.1.

**INFORMATION ITEMS**

ITEM 5: Subcommittee Reports  
- Subcommittee report from Mapping Subcommittee

**STAFF REPORTS**

ITEM 6: Midori Wong, Chief of Staff of Redistricting Commission:  
- Update on staffing  
- Discussion of timeline for Commission work  
- Discussion of minutes

**ADJOURNMENT**

## **ITEM 1, Redistricting Commission Agenda of February 3, 2011**

### **Article V, Section 6 Proposed Revision of Bylaws**

Commissioners shall be mindful that the City Charter requires that they have "a demonstrated capacity to serve with impartiality in a non-partisan role." Commissioners should avoid any action or communication that could be interpreted to compromise their ability to serve in that regard.

In addition, the Commission is committed to transparency, fairness and openness with the public. Thus, to the extent possible, Commissioners should attempt to avoid communications regarding Redistricting Commission business outside of public meetings.

Commissioners shall not, however, communicate outside of a public meeting with the Mayor or any member of the San Diego City Council, or their representatives, regarding redistricting matters. If the Mayor or any member of the City Council, or their representatives, wish to present testimony or public comment, such testimony or public comment shall only be accepted if it is presented orally at a public meeting or presented in writing and disclosed to the public either before or during a public meeting.

Commissioners shall publicly disclose all substantive communications they have regarding redistricting with any member of the public, or organizations or interest groups, regarding redistricting outside of public meetings. This provision is not intended to prohibit the discussion of procedural information, such as discussion of the time, place and list of items on the agendas of upcoming meetings.

Communications include all oral, written and electronic communications. Copies of all written and electronic materials received by a Commissioner regarding redistricting matters shall be forwarded to the Chief of Staff for distribution to all Commissioners and the public.

The Commission shall keep a log of all substantive communications between Commissioners and the public, organizations and interest groups that occur outside public meetings. The log will include the name of the person or organization, date of contact, and general description of the communication. The log will be published on the Redistricting Commission website and regularly updated.

## **ITEM 2, Redistricting Commission Agenda of February 3, 2011**

### **Article III, Section 3**

#### **Proposed New Section for Operating Procedures of Redistricting Commission**

The Chairperson of the 2010 Redistricting Commission will be the point of contact for the Chief of Staff and will supervise her work for the purpose of performance evaluation. The Vice-Chairperson will be the designated alternate should the Chairperson not be available.

The Redistricting Commission requires that the process of redistricting be open and transparent to the fullest extent possible. It is only with the trust and cooperation of the public that we can succeed in our task. To ensure that our standards are met, Commissioners require the Chief of Staff to abide by the following:

- The Chief of Staff shall keep a log of all substantive communications the Chief of Staff has with the public, organizations or interest groups. This log will be published on the Redistricting Commission website. The log will include the name of the person or organization, date of contact and general description of the communication.
- The Chief of Staff will also collect information for a similar log from Commissioners and publish this on the Redistricting Commission website.
- The Chief of Staff shall not have private meetings or discussions with the Mayor, or any member of the City Council, or their representatives. This provision, however, is not intended to prohibit the discussion by the Chief of Staff with such persons of procedural information, such as discussion of the time, place and list of items on the agendas of upcoming meetings, or conversations necessary to coordinate the holding of public meetings.
- The Chief of Staff must keep the website current.