



**REDISTRICTING COMMISSION MEETING AGENDA  
DECEMBER 2, 2021  
6:00 P.M.**

**\*IMPORTANT NOTICE ABOUT PUBLIC COMMENTS AND MEETING PARTICIPATION\*  
UPDATED NOVEMBER 24, 2021**

**ATENCIÓN:** Traducción disponible: Si necesita servicios de traducción al español para esta reunión, notifique al Secretario de la Ciudad 72 horas antes de la reunión (antes del lunes 11 de octubre de 2021 a las 6:00 p.m.). Póngase en contacto con [redistricting@brentwoodca.gov](mailto:redistricting@brentwoodca.gov) para solicitar servicios de traducción.

**ATTENTION:** Translation Available: Should you require Spanish translation services for this meeting, please notify the City Clerk 72 hours prior to the meeting (by Monday, October 11, 2021 by 6:00 p.m.). Contact [redistricting@brentwoodca.gov](mailto:redistricting@brentwoodca.gov) to request translation services.

Consistent with Contra Costa County Health orders, and in accordance with California Government Code Section 54953 concerning teleconference meetings, this Redistricting Commission meeting will be held exclusively via teleconference, using the Zoom video conferencing system.

**How to View and Participate**

The public is invited to participate in the Redistricting Commission meeting and offer comments of up to 3 minutes (or as may otherwise be determined by the Council) using any of the following methods:

**1. Zoom: [www.brentwoodca.gov/brc](http://www.brentwoodca.gov/brc) Webinar ID: 792 0550 3663**

As the Council Chamber will not be open, the public, individuals may view and participate in the meeting with this link. During the meeting, each period for public comment will be announced, and participants may use the "Raise Hand" feature on Zoom to request to speak. The meeting host will call on you, by name, and enable your video, if desired to be enabled, and microphone when it is your turn to speak. In order to ensure the orderly administration of the meeting using this method, providing your name is encouraged, but is not required. ***(If you need instructions on how to use this feature, please contact the City Clerk by noon of the meeting date at [cityclerk@brentwoodca.gov](mailto:cityclerk@brentwoodca.gov) or 925.516.5182.)***

**The public may view the meeting via one-way video feed by selecting the video option at the Redistricting Commission "Agendas" link on the City webpage at [www.brentwoodca.gov/redistricting](http://www.brentwoodca.gov/redistricting)**

**2. Telephone**

If you wish to comment during the meeting via telephone, you may "raise your hand" virtually on most devices by pressing \*3, and you will be called upon when it is your time to speak. After speaking, please press \*3 again to remove the "raise your hand" feature. If that feature does not work on your device, please email [cityclerk@brentwoodca.gov](mailto:cityclerk@brentwoodca.gov) in advance of the meeting where possible. The request must contain in the subject line "Request to Speak – Agenda Item #" and should include name and full phone number that will be used to call in. In order to ensure the orderly administration of the meeting using this method, providing your name is encouraged, but is not required.

**3. E-mail**

Public comments can also be submitted via e-mail to [redistricting@brentwoodca.gov](mailto:redistricting@brentwoodca.gov). Any public comments received up until 12:00 p.m. of the meeting date will be:

- distributed to the Redistricting Commission via email before the meeting,
- posted online for public inspection at <https://www.brentwoodca.gov/redistricting>, and
- later summarized in the meeting minutes.

**Public comments received after 12:00 p.m. of the meeting date, but prior to the start of the meeting, will be emailed to the Redistricting Commission, posted online within one day following the meeting, and will be summarized in the meeting minutes.** The City cannot guarantee that its network, website, and/or the Zoom system will be uninterrupted. In the event of an interruption to the broadcasting of the meeting using the telephone or internet-based options listed above, the Redistricting Commission will take no further action on items on the agenda until

public access to the meeting via either option is restored. To ensure that the Redistricting Commission receives your comments prior to taking action, **you are strongly encouraged to submit them in advance of the meeting by 12:00 p.m.**

As e-mails containing public meeting comments are part of the official record, note that personal contact information may be published if it is included with your e-mail.

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**6:00 P.M. – REDISTRICTING COMMISSION AGENDA**

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**ROLL CALL AND CALL TO ORDER**

**PUBLIC COMMENTS**

At this time the public is permitted to address the Redistricting Commission on the Consent Calendar and matters not on the agenda. Persons addressing the Redistricting Commission are required to limit their remarks to three (3) minutes unless an extension of time is granted by the Chair, subject to approval of the Redistricting Commission. Please use the Raise Your Hand feature in Zoom during this item to speak under Public Comments. Speakers desiring answers to questions should direct them to the Redistricting Commission and, if relevant, the Redistricting Commission may direct them to the appropriate staff member.

**CONSENT CALENDAR**

A.1 Minutes of the Redistricting Commission meeting of October 14, 2021. (Margaret Wimberly)

**PUBLIC HEARING**

B.1 Hold a public hearing of to receive public input on the composition of one or more districts and communities of interest; and provide initial direction to the demographer on the composition of draft district boundary maps (Damien Brower/Tim Ogden/Margaret Wimberly)

**BUSINESS ITEMS:**

C.1 Consideration of a Request from Commissioner Myers to change the Commission's Scheduled February 10, 2022, Public Hearing to Another Date. (Tim Ogden/Margaret Wimberly)

C.2 Update on Outreach efforts related to the Redistricting Process, with discussion and possible direction from the Redistricting Commission. (Tim Ogden/Margaret Wimberly)

**ADJOURN REDISTRICTING COMMISSION**

Any disclosable public records related to an agenda item for this meeting distributed to all or a majority of the Redistricting Commission less than 72 hours before this meeting are available on the City's website at [www.brentwoodca.gov/redistricting](http://www.brentwoodca.gov/redistricting)

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**NOTICE**

In compliance with the Americans with Disabilities Act. If you are a person with a disability and you need disability-related modifications or accommodations to participate in this meeting, please contact the City Clerk's Office at (925) 516-5440 or fax (925) 516-5441. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. {28 CFR 35.102-35, 104 ADA Title II}

**POSTING STATEMENT**

On November 24, 2021, a true and correct copy of this agenda was posted on the City Hall Bulletin Board, outside City Hall, 150 City Park Way, Brentwood, CA 94513 and at our website [www.brentwoodca.gov/redistricting](http://www.brentwoodca.gov/redistricting)

A complete packet of information is available for public review on our website at [www.brentwoodca.gov/redistricting](http://www.brentwoodca.gov/redistricting)

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**REDISTRICTING COMMISSION MEETING MINUTES  
OCTOBER 14, 2021  
6:00 P.M.**

**6:00 P.M. – REDISTRICTING COMMISSION AGENDA**

**ROLL CALL AND CALL TO ORDER** - Chair Luker called the meeting to order at 6:00 p.m., roll call found Commissioners Anderson, Myers, Roberts, and Wilson, and Chair Luker present.

**PUBLIC COMMENTS**

Rod Flohr, resident, reminded the Commission that this was to keep the process as transparent as possible and spoke regarding the 2019 process.

**CONSENT CALENDAR**

Commissioner Myers requested corrections to the 9/9/21 minutes, asking that reference Meyer be changed to Myers. It was moved/seconded by Anderson/Myers to adopt Consent Calendar Item A.1 with the corrections made to item A.1. Roll call vote found Commissioners Anderson, Myers, Roberts, and Wilson, and Chair Luker in favor. Motion carried unanimous.

- A.1 Minutes of the Special Redistricting Commission meeting of September 9, 2021. (Margaret Wimberly)

**PUBLIC HEARING**

- B.1 An overview of the redistricting process, and receipt of input from the community regarding boundaries and composition of districts to be established for City Council Member elections (Damien Brower/Tim Ogden/Margaret Wimberly)

Following the presentation of the staff report, Chair Luker opened the public hearing.

Marisol Valles, resident, asked when the interactive tools would be available on the website, and asked that when they were available, they be widely publicized on social media.

Rod Flohr, resident, spoke regarding the current districts and noted that two of the districts have not held elections yet, and the districts are not set in stone or sacred. He further stated that Deer Ridge and Shadow Lakes should be considered a Community of Interest.

There being no one else wishing to speak it was moved/seconded by Roberts/Myers to close the public hearing. Roll call vote found Commissioners Anderson, Myers, Roberts, and Wilson, and Chair Luker in favor. Motion carried unanimous.

**ADJOURN REDISTRICTING COMMISSION**

It was moved/seconded by Myers/Roberts to adjourn until December 2, 2021. Roll call vote found Commissioners Anderson, Myers, Roberts, and Wilson, and Chair Luker in favor. Motion carried unanimous.

## REDISTRICTING COMMISSION AGENDA ITEM NO. B.1

**Meeting Date:** December 2, 2021

**Subject/Title:** Hold a public hearing to receive public input on the composition of one or more districts and communities of interest; and provide initial direction to the demographer on the composition of draft district boundary maps.

**Prepared by:** Margaret Wimberly, City Clerk  
Damien Brower, City Attorney

**Submitted by:** Tim Ogden, City Manager

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### RECOMMENDATION

That the Redistricting Commission 1) hold the second of four public hearings to receive public input on the composition of one or more districts and communities of interest, and 2) provide initial direction to the demographer on the composition of draft maps.

### PREVIOUS ACTION

On October 2, 2021, the Redistricting Commission received an overview of the redistricting process from the demographer and held the first of four public hearings to receive community input regarding the boundaries and the composition of districts to be established for City Council Member elections.

### BACKGROUND

On July 9, 2019, the City Council adopted Ordinance No. 1010, which, for the first time, established City Council member electoral districts, a district election process, and the sequence of those district elections. Cities that hold district elections must revisit the districts' composition every ten years, in step with the Federal Census.

On April 27, 2021, the City Council created this Commission, which is charged with conducting public meetings and selecting, by early next spring, two or more electoral district maps for consideration by the City Council.

On August 12, 2021, the U.S. Census Bureau released census data in a format that the Statewide Database at U.C. Berkeley used to provide the dataset required by state law for redistricting. This dataset was finalized on September 20, 2021, and showed the population of Brentwood increasing from 51,481 to 64,381 in the last decade.

Before developing draft district boundaries, the Redistricting Commission is to receive comments from residents and interested community groups at and before public hearings so as to understand the community's view of communities of interest and appropriate district boundaries.

On October 2, 2021, the Redistricting Commission held its first of four public hearings to receive community input regarding City Council district boundaries and composition.

Along with public comments about communities of interest and district boundaries that are submitted to the City before the Commission's meetings, the Commission will receive public input at the next two hearings, and provide further direction to finalize at least two draft maps, which will then be forwarded to the City Council for selection of a final map of new electoral districts.

At the end of this public hearing, the Commission will instruct the demographer on how it would like him to draw boundary lines to create two or more proposed district maps that are consistent with legally required criteria, as well as the Commission's conclusions developed from the public input and testimony. The City's demographer will then create two or more draft maps, which will be published for public comment and reviewed at two subsequent public hearings.

### **District Formation Criteria**

In 2019, the Fair and Inclusive Redistricting for Municipalities and Political Subdivisions (FAIR MAPS) Act was adopted, establishing the legally required criteria that apply to the creation of council districts. FAIR MAPS was not in effect when the City's initial district maps were adopted. In order of priority as established by law, the requirements include:

1. Each council district shall contain nearly substantially equal population, with any deviations from the ideal district size of less than 10 percent.
2. A districting plan shall be drawn in a manner that complies with the state and federal Constitutions, the Federal Voting Rights Act, and state law.
3. Consistent with the principles of Equal Protection recognized by the United States Supreme Court in *Shaw v. Reno* (1993) 509 U.S. 630, council districts shall not be drawn with race as the predominant factor.

In addition to the above requirements for creating district boundaries, state law requires the Commission to use the following criteria in the following order of priority:

1. To the extent practicable, districts shall be geographically contiguous. Areas that meet only at the points of adjoining corners are not contiguous.
2. To the extent practicable, the geographic integrity of any local neighborhood or local community of interest shall be respected in a manner that minimizes its division. A "community of interest" is a population that shares common social or economic interests that should be included within a single district for purposes of its effective and fair representation. Communities of interest do not include relationships with political parties, incumbents, or political candidates.
3. Council district boundaries should be easily identifiable and understandable by residents. To the extent practicable, council districts shall be bounded by natural and artificial barriers, by streets, or by the boundaries of a city.
4. To the extent practicable, and where it does not conflict with the preceding criteria, council district boundaries shall be drawn to encourage geographical compactness in a manner that nearby areas of population are not bypassed in favor of more distant populations.

Finally, state law prohibits the Commission from adopting district boundaries for the purpose of favoring or discriminating against a political party.

The community is strongly encouraged to provide input on some or all of these criteria.

The Commission will be informed by the public's input, and it must balance the above criteria to determine how they are applicable or appropriate in Brentwood.

### **Next Steps**

On Thursday, January 13, 2022, the Commission will hold its third public hearing, and will receive information about any communities of interest testimony received, review maps submitted by the public and draft maps from the demographer, and provide direction on any potential revisions to those maps.

The public is invited to submit information for the Commission's consideration through any of the following methods:

- **Community of Interest Mapping Tool.** The City has online mapping software available for the public, and has also prepared a worksheet that members of the public may complete in order to either (a) describe one or more communities of interest that they believe should be kept within a single Council district, and/or (b) draw their own preferred Council districts on a provided map of Brentwood. Forms may be found on the City's Redistricting website at: <https://brentwoodca.gov/redistricting>

Completed forms may be emailed or mailed as noted below.

- **Email.** The public may email comments on communities of interest or other map criteria to [redistricting@brentwoodca.gov](mailto:redistricting@brentwoodca.gov).
- **Written correspondence.** Written comments or printed copies of proposed maps may be mailed to the City Clerk at 150 City Park Way, Brentwood, CA 94513.
- **Meeting participation.** Individuals may participate in any of the upcoming public hearings on redistricting, which are scheduled as shown below. At this time, due to COVID-19, all meetings of the Redistricting Commission are being conducted via Zoom.

At its September 9<sup>th</sup> meeting, the Commission adopted the following schedule setting forth future meeting and public hearing dates:

<b>HEARING</b>	<b>SUBJECT</b>	<b>STATUS</b>
1	Hold first public hearing with the demographer, receive an overview of the mapping process and communities of interest.	Complete
Between these meetings	Outreach to the Brentwood community on opportunities to provide community of interest feedback to the Commission	Ongoing
2	Hold the second public hearing – receive community of interest testimony and provide direction for drafting maps with the demographer.	12/2/2021
3	Hold the third public hearing – review the public and draft maps with the demographer, including potential revisions.	1/13/2022
4	Hold the fourth public hearing – review the public maps and draft maps, and provide a recommendation on which maps should be submitted to the City Council.	2/10/2022
5	Hold a fifth public hearing (if needed) – further discussion could be held prior to selecting the maps to provide to the City Council.	(If needed, will occur before March 2022)

#### **FISCAL IMPACT**

The costs associated with the Redistricting process were included in the June, 2021, City Council approved Mid-Term Operating Budget.

## REDISTRICTING COMMISSION AGENDA ITEM NO. C.1

**Meeting Date:** December 2, 2021

**Subject/Title:** Consideration of a Request from Commissioner Myers to change the Commission's Scheduled February 10, 2022, Public Hearing to Another Date.

**Prepared by:** Margaret Wimberly, City Clerk

**Submitted by:** Tim Ogden, City Manager

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### RECOMMENDATION

As detailed below, staff recommends the Redistricting Commission maintain their currently approved meeting schedule.

### PREVIOUS ACTION

On September 9, 2021, the Commission adopted, by Resolution 2021-02-R, a regular meeting schedule (see Exhibit "A").

At the Redistricting Commission meeting of October 14, 2021, Commissioner Myers requested the Commission consider a change of dates for the February 10, 2022, Redistricting Commission meeting.

### BACKGROUND

In developing the Redistricting Commission's public hearing schedule, and even before the Redistricting Commission was selected, staff worked with a calendar of existing City meetings and holidays, as well as the calendar of the City's demographer. The schedule was included in Commissioner application materials so applicants could determine if they had meeting conflicts that would preclude them from serving.

In brief, the Commission's meeting schedule is as follows:

- September 9, 2021 Orientation meeting/schedule adoption
- October 14, 2021 First Public Hearing
- December 2, 2021 Second Public Hearing
- January 13, 2022 Third Public Hearing
- February 10, 2022 Fourth Public Hearing

The City's demographer is currently assisting a number of other public agencies with their redistricting efforts, many of which are being finalized in February and March. Given his current schedule, it is unlikely a convenient replacement could be found for the current February public hearing date.

In addition, to encourage public participation and transparency, for the past several months the above schedule has been continually referenced in multiple publications and social media



postings. This schedule has also been included on printed materials handed out to members of the public at community events.

Finally, staff is concerned that if the Commission's February meeting was pushed out, there would be a very tight timeline for publication of the draft boundary maps prior to the currently scheduled March 3, 2021, special City Council meeting on the topic.

Given the above, staff recommends that the Redistricting Commission maintain its currently adopted schedule. If needed, staff is available to assist any Commissioner with remote meeting access issues.

Should the Commission decide to revise the previously adopted meeting schedule, staff will work with Commission members and the demographer to find an alternate date and time, and return at the January 13, 2022 Commission meeting with a resolution that reflects any changes.

**FISCAL IMPACT**

If the February Commission meeting date is changed, there will be costs associated with revising the City's publications and social media notices.

## Exhibit A

### RESOLUTION NO. 2021-02-R

#### A RESOLUTION OF THE REDISTRICTING COMMISSION OF THE CITY OF BRENTWOOD, CALIFORNIA, ADOPTING A REGULAR MEETING SCHEDULE

**WHEREAS**, the members of the Redistricting Commission of the City of Brentwood, California (Commission), were sworn into office on September 9, 2021; and

**WHEREAS**, the Commission desires to set forth a regular meeting schedule, so that the public knows when the Commission is scheduled to meet; and


**WHEREAS**, City staff have proposed a regular meeting schedule (Attachment "A") based on the legal requirements for the number and types of meetings the Commission must hold, and the deadline for completion of the Commission's work.

**NOW, THEREFORE, BE IT RESOLVED** by the Redistricting Commission of the City of Brentwood:

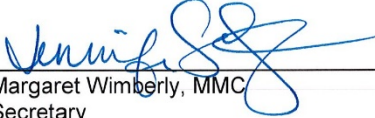
1. That the regular meeting schedule in Attachment "A" is adopted

**PASSED, APPROVED AND ADOPTED** at a Special Meeting of the Redistricting Commission of the City of Brentwood on the 9<sup>th</sup> day of September, 2021, by the following vote:

**AYES:** Anderson, Myers, Roberts, Wilson and Chair Luker  
**NOES:** None  
**ABSENT:** None  
**RECUSE:** None

  
\_\_\_\_\_  
Michael Luker  
Chair

ATTEST:

  
\_\_\_\_\_  
FOR: Margaret Wimberly, MMC  
Secretary

**Attachment A**

**Regular Meeting Schedule of the  
Redistricting Commission of the City of Brentwood, California**

All non-virtual meetings of the Redistricting Commission of the City of Brentwood, California, will be held in the City Council Chambers located at City Hall, 150 City Park Way, Brentwood, California.

- Thursday October 14, 2021 – 6 p.m.
- Thursday December 2, 2021 – 6 p.m.
- Thursday January 13, 2022 – 6 p.m.
- Thursday February 10, 2022 – 6 p.m.

## **REDISTRICTING COMMISSION AGENDA ITEM NO. C.2**

**Meeting Date:** December 2, 2021

**Subject/Title:** Update on outreach efforts related to the redistricting process, with discussion and possible direction from the Redistricting Commission.

**Prepared by:** Margaret Wimberly, City Clerk

**Submitted by:** Tim Ogden, City Manager

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### **RECOMMENDATION**

Receive an update on outreach efforts regarding the redistricting process.

### **PREVIOUS ACTION**

None.

### **BACKGROUND**

As stated at your meeting of September 9, 2021, a critical component of the Redistricting process is community outreach. Since even before the Commission's first meeting, staff took the lead on initiating community outreach efforts, and vastly expanded the efforts since. Thus far, these efforts have included the use of social media, press releases, event flyers, revamped website, media ads, and utility bill inserts (see Exhibit A). In addition, flyers about the redistricting process were created and have been distributed at various community events and to local businesses.

### **FISCAL IMPACT**

There is no fiscal impact related to this item, as no additional outreach direction is requested, as all expenses thus far are consistent with budgets approved by the City Council.

## Exhibit A

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### **Update on Redistricting Outreach (November 18, 2021)**

#### **In-Person Outreach/Handouts**

- Participated in Hometown Halloween passing out informational sheets to residents
- Brochure Placements with 8x10 acrylic stands at the following locations:
  - Village Community Resource Center - (English & Spanish)
  - Brentwood Rotary (English)
  - Brentwood Public Library (English & Spanish)
  - Summerset I & 2 (English)
  - Trilogy Club House (English)
  - Brentwood Senior Center (English & Spanish)
  - Brentwood Community Center - Front Desk (English & Spanish)
  - Brentwood City Hall - 1st Floor (English & Spanish)

#### **Media Buy**

- Press Newspaper: 1/4 page ad on newspaper (distribution date: November 26th)
- Peach Jar: K-8 newsletter marketing sent directly to parents at 11 BUSD schools;  
Redistricting 8.5 x 11 flyer in English and Spanish (Distribution date: November 22nd)

#### **Digital Outreach**

- Revamped [brentwoodca.gov/redistricting](http://brentwoodca.gov/redistricting) webpage for easy navigation
  - Image ad running on social media platforms (English & Spanish)
  - Redistricting Video ad running on social media platforms
-