

BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **May 4, 2021**

TO: Honorable Mayor and City Council

VIA: Bob Nisbet, City Manager

FROM: Jessica Blair, Communications Director / City Clerk
Jonathan Roisman, Deputy City Clerk

TITLE: ESTABLISHMENT OF A REDISTRICTING ADVISORY COMMITTEE

RECOMMENDATION:

By motion: 1) Adopt a resolution establishing the Redistricting Advisory Committee and its bylaws; 2) approve process for recruitment and selection, and other directives as outlined in the staff report; and 3) direct the City Clerk to advertise and open the application for the committee.

FISCAL IMPACT:

There is no fiscal impact associated with creation of the committee. However, the City Council approved an agreement with National Demographics Corporation on January 19, 2021 for demographer services for this process at a cost of roughly \$45,000. Additional costs will be incurred for necessary public outreach as well and will be incorporated into the Fiscal Year 2021-2022 budget.

STRATEGIC ELEMENT:

This action supports the Inclusive Governance element of the Strategic Plan.

BACKGROUND:

In 2018, as a result of a challenge to the City's at-large election system under the California Voting Rights Act, the City transitioned to district-based elections. Agencies with district-based elections are required to assess and potentially re-draw their maps following each census. As a result of the 2020 Census, the City is required to conduct a redistricting process this year. Once adopted by the City Council, the map would be in effect until the competition of the 2030 Census.

In 2018, the City Council did not use a commission or committee for the transition to district elections. For this year's process, the City Council considered the use of a commission or committee at its April 6, 2021 meeting and directed staff to move forward with an advisory committee.

DISCUSSION:

In creating an advisory committee, the City may prescribe the manner in which members are appointed, although there are certain standards that must be followed via Elections Code 23002. A person who is an elected official of the City, or a family member, staff member, or paid campaign staff of an elected official of the City, shall not be appointed to serve on the committee. Elec. Code section 23002(c). Additionally, applicants must be 18 years of age and a resident of the City of Half Moon Bay. See Gov't Code section 1020(b).

The Advisory Committee would be subject to the Brown Act and Public Records Act. The Council can determine the size of the advisory committee and how its members are selected. Staff is proposing a seven (7) member committee with all members appointed at-large and is anticipating that appointment of members will occur at the June 15, 2021 City Council meeting.

The committee will work with staff and National Demographics Corporation, the City's demographer, to review and recommend a redistricting proposal for consideration and adoption by the City Council. The City Clerk's Office would provide staff support, and the demographer would provide technical and expert support to the committee.

Staff is working on a calendar of meetings and deliverables for the committee that will be included as an attachment with the June 15, 2021 application and appointment report. In addition to the required public hearings, staff is mapping out a robust public outreach campaign and will calendar additional public workshops for the committee, both informational and regarding mapping. The committee will accept draft maps from the public as part of its process, similar to what the Council did in 2018.

Following City Council adoption of the final district map, staff will return with a resolution formally disbanding the committee.

There are some additional directives that staff needs Council direction on, as outlined below:

1. What is the committee's charge? For example, the committee could be charged with providing the Council two draft maps, one utilizing the four-district, at-large, elected mayor model, and one utilizing a five-district model. Staff would not recommend more than three draft maps from the committee.
2. Are there any additional requirements for applicants / members the City Council would like to establish?
3. Would the Council like to pledge that it will adopt one of the committee's recommended maps without changes?
4. What process should be used for selection? Some options include:
 - a. Applications will be numbered, and names and other identifying information will be redacted allowing Councilmembers to each announce their top seven applications, after which the City Clerk will tally the rankings and announce the top seven at-large to be appointed and the names of each member to be appointed.

- b. The City Clerk would conduct a random draw of all applications received for a total number of seven (7) appointees.
- c. The City Council could conduct interviews of each applicant and select seven (7) appointees during a public meeting.

ATTACHMENTS:

Resolution, with bylaws included as Exhibit A