



## REPORT TO

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### City of Sacramento Sacramento Redistricting Citizens Advisory Committee

915 I Street, Sacramento, CA 95814-2671

www. CityofSacramento.org

#### Staff Presentation/Information

April 25, 2011

#### Members of the Sacramento Redistricting Citizens Advisory Committee

**Title:** Overview of Roles and Responsibilities of Committee

**Location/Council District:** Citywide

**Recommendation:** Receive and file

**Contact:** Scot Mende, Principal Planner, (916) 808-4756, Community Development Department

**Presenters:** Scot Mende, Principal Planner, (916) 808-4756, and Matthew D. Ruyak, Supervising Deputy Attorney (916) 808-5346

**Department:** Community Development Department and City Attorney's Office

**Organization No:** 21001223

**Background:** At the City Council meeting of January 18, 2011, the City Council approved a community participation process; on February 8, 2011, the City Council approved Resolution 2011-068, which established the 2011 Sacramento Redistricting Citizens Advisory Committee. On April 12, 2011, the City Council repealed Resolution 2011-068 and replaced it with Resolution 2011-xxx.

The following roles and responsibilities are excerpts from Resolution 2011-xxx.

#### Purpose of the Committee

The SRCAC shall be an advisory body to the City Council. The SRCAC is established for the purpose of reviewing council district boundary change proposals ("redistricting proposals"); organizing, analyzing, and refining redistricting proposals; and recommending to the City Council redistricting proposals.

#### Scope and Charge of the Committee

- a. To review the Sacramento City Council district boundaries and the U.S. Census Bureau's 2010 Census data for the City of Sacramento.

- b. To review, organize, analyze, and refine, as necessary, redistricting proposals submitted to the City. The SRCAC may, if it chooses, prepare its own redistricting proposal.
- c. To hold public meetings pursuant to the Ralph M. Brown Act to achieve its purposes and fulfill its charge.
- d. To make at least one progress report to the City Council prior to the submission of its final written report. The progress report should, at a minimum, summarize the SRCAC's actions to date; summarize the redistricting proposals submitted to the City; and request further direction or modification of the SRCAC's purpose, charge, or timeline, if appropriate.
- e. To present a written report in final form to the City Council on or before July 19, 2011, which report shall summarize the redistricting proposals submitted; organize the redistricting proposals as the SRCAC determines appropriate for consideration by the Council; recommend for Council's consideration one or more preferred redistricting proposals; and provide such other suggestions and recommendations that the SRCAC determines appropriate to facilitate Council's redistricting process and decisions.
- f. To perform such other duties as the City Council directs by motion or resolution.

Meetings & Procedures

- a. A quorum of the SRCAC shall be eight (8) members, and a vote of eight (8) members shall be required to take action.
- b. In conducting its meetings, the SRCAC shall follow, as applicable, the rules of conduct, protocols, and parliamentary procedures in the Council Rules of Procedure.
- c. The SRCAC and its members should endeavor at all times to: honor the constitutional and democratic principles served by the redistricting process; encourage robust community participation; respect the interests and concerns of proposal proponents; and act without bias or favoritism in the best interests of the City and its citizens.

Respectfully Submitted by:



Scot Mende, AICP, Principal Planner

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