Procedural Rules for the Redistricting Group

Approved by the Minneapolis Charter Commission on March 2, 2011

1. All members of the Minneapolis Charter Commission and the Advisory Group will serve as the Redistricting Group.

2. Members of the Redistricting Group shall represent the residents of Minneapolis and shall do their very best to put aside any personal biases or interests while redistricting City Wards and other city election districts.

3. The meetings and the work of the Redistricting Group will be governed by applicable law, the Minneapolis City Charter, these Rules and Robert's Rules of Order, as most recently revised.

4. The Chair of the Charter Commission shall be the chair of the Redistricting Group. If the Chair is not present, the Vice Chair of the Charter Commission shall serve instead. If the Vice Chair is not present, the Redistricting Group shall elect a temporary chair for that specific meeting. When the Vice Chair or temporary chair is serving as the chair of the meeting, they shall have all the duties and authority of the chair.

5. A quorum shall consist of the majority of the Redistricting Group except for public hearings. If a meeting, other than a public hearing, is held and there is not a quorum present, the Redistricting Group may meet as a committee and the work of the Group's committee shall stand for approval at the next meeting of the Group when a quorum is present. The Redistricting Group shall not take action at a pubic hearing.

6. The Chair shall prepare an agenda for each meeting. The Redistricting Group may change the agenda by a majority vote of the members present and voting.

7. All actions taken by the Redistricting Group shall be by a majority vote of those present and voting. All votes on any aspect of redistricting shall be done in open meetings of the Redistricting Group, except for the approval of the final redistricting map which will be done in an open meeting of the Minneapolis Charter Commission.

8. When a voice vote is being taken and the Chair is in doubt, the Chair may ask for a show of hands to determine the vote. Any member of the Redistricting Group may ask for a show of hands on any vote if the member is unclear on the outcome of the vote.

9. A member of the Redistricting Group wishing to speak shall address the Chair and when recognized by the Chair shall have the opportunity to speak. The Chair may impose reasonable time limits on speakers.

10. The Redistricting Group shall have a three member Operations Committee which shall be responsible for hiring staff and serving as a liaison with the city staff. The

Chair of the Redistricting Group shall chair the Operations Committee and shall appoint two other members to serve on the Operations Committee.

11. All meetings of the Redistricting Group, whether working meetings or citywide public hearings, shall be open to the public and the public shall be noticed through the Minneapolis city's website. All neighborhood organizations recognized by the City of Minneapolis shall be notified of all Group meetings. Interested individuals or organizations may request to be placed on the City Clerk's electronic distribution list.

12. The Redistricting Group may use all appropriate means, including the Minneapolis Web site and other electronic media to communicate with the public.

13. During the process of redistricting, the Redistricting Group shall keep in mind the "Recommended Principles for Redistricting Minneapolis Wards and Park Districts after the 2010 Census", as adopted by the Charter Commission on October 6, 2010.

14. The Redistricting Group shall redistrict the city Wards, the Park and Recreation districts, and any other election districts at the same time. Once the first draft of all the redistricting plans for the city Wards, the Park and Recreation districts, and any other election districts have been completed, the Charter Commission will hold at least two (2) citywide hearings for public input. The Redistricting Group will consider the public comments while drafting the proposed redistricting maps. Once the proposed redistricting maps are completed, the Charter Commission will hold at least two (2) citywide public hearings for the purpose of reviewing the proposed redistricting plans and securing the public's input. The Redistricting Group will consider the public comments while drafting redistricting maps. The Redistricting Group will recommend and forward a proposed final map to the Minneapolis Charter Commission for its consideration. Before adoption of Park and Recreation Districts, the Charter Commission shall notify the Park and Recreation Board of the proposed plan and consider any recommendations of the Park and Recreation Board, all in a manner consistent with the Charter.

15. The Redistricting Group will dissolve once the redistricting of the 13 Minneapolis Wards, the six Minneapolis Park and Recreation Board's districts, and any other election districts over which it has jurisdiction has been recommended to the Charter Commission, unless a court finds the plan improper and returns it.

16. Once these rules are adopted by the Charter Commission, only the Charter Commission can suspend or amend these rules by a two-thirds-vote of the Charter Commissioners present and voting. The Redistricting Group may recommend changes to the rules for adoption by the Charter Commission.