

# REDISTRICTING GROUP TRAINING AGENDA

## *Meeting Notes*

October 12, 2011 - 4:00 p.m.

Room 319 City Hall, Minneapolis, Minnesota

Redistricting Group Members Present: Clegg (Chair), Bad Heart Bull, Brown, Connell, Dolan, Ferrara, Garcia, Heinle, Johnson, Kozak, Lazarus, Massey, Metge, Peltola, Rubenstein, Sandberg, Schwarzkopf, Thaden, Unni

Redistricting Group Members Absent: Cohen, Cole, Gerdes, Lickness, Richardson

Also Present: Susan Segal, City Attorney  
Peter Ginder, Deputy City Attorney  
Carol Bachun, Assistant City Attorney  
Burt Osborne, Assistant City Attorney  
Casey Carl, City Clerk

<b>Welcome and Introductions</b>	Barry Clegg Chair of the Minneapolis Charter Commission Chair of the Redistricting Group
<b>Brief Overview of Redistricting Timeline</b>	Barry Clegg
<b>Overview of Charter Provisions Related to Redistricting</b>	Barry Clegg
<b>Review of Procedural Rules For the Redistricting Group and Principles for Redistricting</b>	Barry Clegg
<b>Overview of Redistricting Timelines</b>	Caroline Bachun Assistant Minneapolis City Attorney
<b>Overview of Open Meeting Law, Data Practices Act, Records Laws, and Redistricting</b>	Caroline Bachun
<b>Maptitude Software and Research Analyst Role</b>	Casey Carl City Clerk
<b>Questions</b>	All
<b>Closing</b>	Barry Clegg

Chair Clegg called the meeting to order at 4:05 p.m. Redistricting Group members introduced themselves. Clegg explained the redistricting process. The Redistricting Operations Committee is in the process of hiring a GIS consultant to utilize the Maptitude software that will be used. He would like to see the Redistricting Group create a preliminary map and place it on the website even before the state adopts a final plan. During the redistricting process, the Redistricting Group (Charter Commission and Advisory Group) will act as one. The final map will be approved by the Charter Commission. It was recommended that everyone read the Redistricting Rules and Principles. The rules provide that the Redistricting Group will represent the citizens of Minneapolis in a non-partisan manner.

Carol Bachun, Assistant City Attorney, began the Training portion of the meeting with a PowerPoint presentation which was entered into the record. She covered the following topics:

❖ **Open Meeting Law**

- Overview
- Purpose
- Quorum
- Closed Meetings
- Serial Meetings
- Penalties for Violations

❖ **Data Practices Act**

- Overview
- Public Access to Data
- Penalties

❖ **Public Records**

- Creation and Preservation
- Definition of Government Records
- Redistricting Records
- Non-Government Redistricting Records
- Tips for Complying with Government Records Laws

❖ **Redistricting**

- Overview
- Elections Districts
- Charter Commission Role
- Advisory Group Role
- City Council Role
- Park Board Role
- School Board Role
- Hennepin County Role
- Minnesota Legislature Role
- State and Federal Legislation
- Census Data
- Data as Maps/Plans
- Ward Redistricting Process and Requirements
- Park Board Redistricting Process, Requirement, and Deadlines
- Precinct Requirements

Voting Rights Act Generally  
Voting Rights Act Dilution - Packing, Cracking, Avoidance  
Gerrymandering - Political and Racial

Casey Carl, City Clerk, stated that the City Clerk's Office is the principle staff support for the redistricting process. The Clerk's Office will provide administrative support; meeting management; production of notices, agendas, and minutes; and a record keeping repository, as well as financial budgeting and accounting. An internal staff team was organized from the following City departments: City Attorney, Communications, Business Information Systems, Neighborhood and Community Relations, and Civil Rights. The Clerk's Office has supported the Redistricting Operations Committee in the process of hiring a GIS consultant. Hennepin County is purchasing Maptitude software and has offered Minneapolis one license at no cost. It should be available by the end of the month.

Chair Clegg requested approval of the following resolution authorizing the Redistricting Operations Committee to proceed:

RESOLVED that the Operations Committee is authorized and directed to retain a qualified GIS consultant on the best possible terms.

RESOLVED that the Operations Committee is authorized and directed to work with City staff and the GIS consultant to acquire Maptitude software, populate the software with Census data, incorporate the software in the City's software platform, and create draft maps for discussion by the Redistricting Group.

RESOLVED that the Operations Committee is authorized and directed to work with City staff to update the City's redistricting web pages and to develop a method for accepting electronic public comment.

Metge moved approval of the resolution. Seconded.  
Adopted upon a voice vote.  
Absent - Cohen, Cole, Gerdes, Lickness, Richardson.

The meeting was adjourned at 5:55 p.m.

Peggy Menshek  
Committee Coordinator