

Minneapolis Redistricting Commission Actions

First Meeting
Wednesday, February 20, 2002, 7-9 PM
Amended 2/27/02
Logan Park, 630 13 Avenue N.E.

Present: Commission Members: Claypatch, Collier, Ferrara, Finch, Markus, Pettiford, Schwarzkopf, and Stafford

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1. Call to Order
Acting Chair City Attorney Jay Heffern called the meeting to order at 7:08 p.m.
2. Oath of Office
City Clerk Merry Keefe administered the Oath of Office to the Commissioners.
3. Adopt Agenda
The Commissioners adopted the agenda upon a voice vote.
4. Redistricting Process
 - Overview of the Redistricting Process: Presentation by Randall Cutting, GIS Administrator from the Office of the Secretary of State.
Cutting reviewed rules, regulations and procedures.
 - Charter Requirements: Presentation by Mike Norton, Deputy City Attorney, Civil Division.

Norton reviewed Charter requirements relating to the Redistricting Commission.

Commissioners will seek input from all communities early in the process.

Staff Directions:

- a. *The City Attorney's Office to verify whether the Park Board must have two separate public hearings for their portion of the plan.*
 - b. *Elections Department to provide a timeline clarifying scheduling requirements to assist in making decisions in a timely manner.*
 - c. *The City Attorney's Office to present, at a future meeting, information about court cases and legal issues and how this might impact the process.*
- "Maptitude for Redistricting" Software:
Gary Criter and John Janzen, Geographic Information Systems (GIS) staff, demonstrated the redistricting software.

5. Meeting Process:

- Review Open Meeting Law

Heffern reviewed the Open Meeting Law with Commission members.

Staff Direction:

a. GIS staff to clarify how data is to be secured, stored and deleted as the Commission staff drafts maps.

b. The City Clerk to clarify records retention and public data issues.

- Meeting Conduct - Parliamentary authority to be used.

The Commission agreed to follow Roberts Rules of Order. Amended on 2/27 as follows: The Commission had not agreed to the use of Robert's Rules of Order and added this to item 3 of the February 27 agenda.

- Schedule of meetings - date, time, place

Commissioners agreed to start meetings at 6PM and develop a regular weekly meeting schedule. The next meeting will be February 27 at 6 PM in Room 220 City Hall.

6. Redistricting Budget: *Information provided by Susanne Griffin, Director of Elections.*

7. Process for Selecting Chair: *Discussion presented by Jay Heffern, City Attorney.*

Staff Direction:

a. Elections Office to notify the public that the Redistricting Commission will be selecting a commission chair.

b. Griffin to receive applications and forward them to the Commissioners.

Resumes will be considered at the February 27 Redistricting Commission meeting. The Commission will make a final decision at their meeting on Monday, March 4.

Next Redistricting Commission Meeting: February 27, 2002 6 - 8 PM Room 220 City Hall

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