



# Santa Clara Valley Water District

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**File No.:** 21-0071

**Agenda Date:** 1/26/2021

**Item No.:** \*4.2.

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## BOARD AGENDA MEMORANDUM

### **SUBJECT:**

Approval of Redistricting Advisory Committee Nominations, Guidelines and Procedures, and First Meeting Agenda.

### **RECOMMENDATION:**

- A. Approve the nominations for appointment to the Santa Clara Valley Water District 2021 Redistricting Advisory Committee;
- B. Review and approve the recommended guidelines, direction and procedures for the Redistricting Advisory Committee, Water staff, and Board of Directors; and
- C. Review and approve the agenda for the Redistricting Advisory Committee's first meeting, on March 17, 2021.

### **SUMMARY:**

Section 7.7 of the District Act, in addition to federal and state law, requires that boundaries of electoral districts must be adjusted before the first day of November of the year following each decennial federal census is taken. Adjustment of electoral districts is usually accomplished through the completion of a redistricting study to ensure that each modified district meets the United States Supreme Court's one-person, one-vote test (which requires electoral districts to be apportioned according to population) and to ensure compliance with the federal Voting Rights Act. During the December 8<sup>th</sup>, 2020 Board meeting, the Board of Directors authorized the establishment of the Redistricting Advisory Committee (RAC) to assist with the following: 1) the completion of a redistricting study in an inclusive, transparent and comprehensive manner; and 2) to encourage community input in the redistricting process. At its December 8<sup>th</sup> meeting, the Board also acted on several guidelines presented by staff as well as the recommended meeting schedule for the RAC.

With the authorization to form the RAC, the Board is now asked to approve the nominations of the individuals for appointment to the RAC. Because nominations were still in progress at the time of preparation for this report, the names of those nominated individuals will be available and published in a supplemental staff report to this agenda item, which will be presented to the Board during its January 26, 2021 meeting. The Board is also being asked to discuss and act on several additional guidelines and procedures that will further guide the operation of the RAC. The purpose of these additional guidelines is to further encourage an open, fair and transparent study. Finally, the Board is asked to review and approve the agenda for the RAC's first meeting, now scheduled for March 17, 2021.

## **Redistricting Advisory Committee Meeting Agenda**

The RAC is scheduled to meet one or two times a month beginning on March 17, 2021 and ending on August 18, 2021, for a total of eight meetings. The first meeting's proposed agenda is included as Attachment 1. Future meeting agendas will be set by the RAC, consistent with the Board's criteria for developing a draft redistricting map (or maps) for the Board's review, possible modification and approval in September or October 2021.

## **Ensuring and Open, Fair and Transparent Redistricting Process**

During the redistricting process of 2010, when the Santa Clara Valley Water District (Valley Water) expanded from five to seven districts, transparency procedures were established to ensure an open, fair and transparent redistricting process.

For the 2011 redistricting process, the Board adopted the additional transparency guidelines, direction and procedures for the Committee. Staff is recommending the Board now adopt those additional guidelines and procedures to further encourage maximum public participation while further ensuring an open, fair and transparent process.

The additional recommended guidelines, direction and procedures are as follows:

- 1) The RAC shall follow all applicable Federal and State laws in addition to the criteria established by the Board of Directors for the redistricting process.
- 2) The RAC, through its public discussions, shall provide the sole and only direction to Valley Water staff and supporting consultants for any and all changes to the redistricting maps under consideration by the RAC.
- 3) The RAC shall consider all maps created by any member of the public through the public participation process.
- 4) The RAC shall ensure that all meetings are open/accessible to the public.
- 5) The RAC may establish subcommittees, as needed, for specific activities or goals. These meetings shall be open to the public.
- 6) The RAC will be subject to the requirements of the Ralph M. Brown Act.
- 7) As a standing Committee meeting agenda item, the Committee members shall disclose any and all conversations with any parties, internal or external of Valley Water, including the name or

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names of the parties and the contents of communication, whether verbal or written, regarding Valley Water's redistricting efforts.

- 8) All emails, letters, phone calls and other official communications regarding redistricting will be documented and copies will be provided to the RAC as part of every agenda.
- 9) No member of Valley Water staff or Board of Directors shall attempt to influence the RAC while the Committee is engaged in the process which will result in a map or maps being sent to the Valley Water's Board of Directors for their consideration and deliberation.

Staff believes these recommended additional guidelines, direction and procedures will further encourage an open, fair and transparent redistricting process for both the Committee and the public. The recommended agenda is meant to ensure each Committee meeting is conducted in support the proposed guidelines.

**FINANCIAL IMPACT:**

There is no additional financial impact associated with this item.

**CEQA:**

The recommended action does not constitute a project under CEQA because it does not have a potential for resulting in direct or reasonably foreseeable indirect physical change in the environment.

**ATTACHMENTS:**

Attachment 1: Draft 031721 RAC Agenda

\*Supplemental Agenda Memorandum

\*Supplemental Attachment 1: Nominee Background Information

Handout 4.2-A: PowerPoint

**UNCLASSIFIED MANAGER:**

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