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Date: September 8, 2021  
To: Independent Redistricting Commission Members  
From: Kevin J. Jackson, Deputy City Manager  
Subject: Draft Plan to Final Adoption Memo

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**REVISED**

The purpose of the attached memo is to provide information to the Long Beach Independent Redistricting Commission (IRC) and the public regarding the next steps for the IRC as we approach the mapping hearings. The document is intended to provide the schedule in advance and prepare the IRC for the mapping process.

City staff and the consultant have outlined the necessary schedule of activities to allow for the adoption of a final map to meet the December 7 deadline for the approved final map to count towards the next election. The schedule is designed to adhere closely to the IRC's regular meeting day of Wednesday and acknowledge the holiday week in November. The total number of mapping hearings is expected to be five. During October, the commission will meet three times, and the month of November will be two times.

Also, after the final map has been approved, the IRC will reconvene to create a final report to provide to the Mayor and City Council within 60 days of adopting the final map.

If you have any questions, please contact Bradley Bounds II at (562) 570-6787 or via email at [Bradley.Bounds@longbeach.gov](mailto:Bradley.Bounds@longbeach.gov).

ATTACHMENT: REDISTRICTING PARTNERS DRAFT PLAN SELECTION TO FINAL ADOPTION – ATTACHMENT A

C: AMY R. WEBBER, DEPUTY CITY ATTORNEY  
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## Draft Plan Selection to Final Adoption

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This document outlines a timeline and set of tasks for the Long Beach Independent Redistricting Commission, commission staff, and Redistricting Partners in a shift from receiving Community of Interest testimony and public mapping to creating official commission draft plans and development of a single proposed plan prior to final public input and final adoption.

The initial discussion on this topic can be found in a [PowerPoint](#) and [staff report](#) from the April 21, 2021 hearing of the Commission.

The following elaborates on the process. It ties in the timing of hearings and elements that are being recommended by Redistricting Partners after discussions with commission staff and considering the feedback from commissioners in public meetings.

Our goal is to support the Commission in a process that guides the transition from hearings to draft plan creation and final selection in a manner that respects the primacy of public input and discussion from commissioners. To achieve this, Redistricting Partners will work with commission staff and legal counsel to:

- 1) Summarize Community of Interest testimony from the district-based outreach hearings and other meetings.
- 2) Provide objective and unbiased analysis of publicly submitted maps in a manner that helps inform the Commission in identifying complete or partial draft plans that meet the Commission's required criteria.
- 3) Draft additional plans to ensure a range of options are presented to the Commission that properly reflect the tradeoffs that will have to be considered in the development of official draft plans.
- 4) Produce requested changes to any potential draft plans and provide feedback to commissioners as they consider tradeoffs between potential plans.

We are dedicated to support the Commission in a way that gives the public and commissioners confidence that their input during outreach hearings, including public testimony, in-person mapping activities, and online mapping are being utilized in the development of draft plans and adoption of final plans to be used for the coming decade.

The following outlines steps and timeline in this process from public input to final plan adoption.

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***Final Data Release | 21+ days prior to initial mapping hearing***

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Redistricting Partners will work with commission staff to update the data in the public mapping tool with the final release of census data, including the prison population reallocation. Commission Staff will engage in extensive outreach to encourage the public to draft partial or complete redistricting plans.

All plans created will be converted to a standard PDF format with data tables, a Google-style map for closer inspection of lines, and GIS datasets for the public and organizations to put in other mapping software.

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***Mapping Direction from Commission | 14 days prior to initial mapping hearing***

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Commission staff will provide all public submissions from Community of Interest forms to date and work with Redistricting Partners to provide a summary of all speaker testimony to date. This is in addition to all hearings being viewable online if any commissioners would like to re-watch any testimony from the public.

Commissioners will provide consultants with direction on potential draft plans during an open hearing, identifying general goals for three to five consultant drawn draft redistricting plans, including two types of criteria:

- 1) That which needs to be prioritized across all draft plans, i.e.: a target deviation goal, VRA, or other requirements that must be in all versions.
- 2) That which may be prioritized in one or more plans, this could be requirements like having one plan that is minimizing the number of divided neighborhoods, another that is following transportation patterns, a third in which a specific area is put entirely in one district.

The mapping direction process will be as follows:

- 1) The Chair will open the item and explain how the discussion will be facilitated.
- 2) In alphabetical order, the Chair will ask each commission member, including alternates, to express redistricting priorities, in addition to the required City Charter criteria, they wish to have emphasized in a draft map as additional direction to the consultant in preparing draft maps.
- 3) The Chair, with staff assistance, will summarize the recommendation requesting Redistricting Partners to report back with three to five maps reflecting the unduplicated priorities identified by the Commission.
- 4) The Chair will call for the vote to approve or deny the request for the demographer to prepare a report on the proposed maps using the criteria expressed by the Commission.

Consultants will have one week to complete draft plans based on commission direction.

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***Release of Packets for all commissioners and public | 7 Days prior to hearing***

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Redistricting Partners will provide a report on the map submissions made to date based on the following metrics:

- a. Equal Population (Deviation)
- b. Confirmation of contiguity and following census blocks.
- c. Voting Rights Act data (Citizen Voting Age Population)
- d. Neighborhood Divisions Report (separate document)

Redistricting Partners will provide up to three to five draft plans, each with a short memorandum describing the criteria used for that plan.

Commission Legal Counsel will provide a review of the Voting Rights Act and any other legal compliance of all submitted plans.

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***Draft Plan Hearing | No sooner than 21 days after the release of final redistricting data***

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In accordance with the FAIR MAPS Act, the Commission will provide the public with three weeks of lead-time prior to any hearing in which the Commission will be selecting official draft plans.

Redistricting Partners suggests commissioners come to this hearing prepared to identify maps they would like to either adopt as a draft plan or amend to adopt as a draft plan with specific changes.

*Note: the only maps which the Commission should discuss as a potential draft plan will be those which have been made public for seven days prior to the hearing. Additional potential draft maps may be discussed at future hearings after they have been posted on the commission website for at least seven days.*

To facilitate the selection of draft plans, there will be a nomination process. Any plan that receives three nominations from commissioners from different council districts will be placed in a queue for further discussion.

The draft map selection process will be as follows:

- 1) The Chair will open the item and explain how the draft map selection process will be facilitated.

- 2) Referring to the documents provided in advance to the Commission and made available to the public, Redistricting Partners will provide a presentation on draft maps drawn by the consultant.
- 3) The Chair, as the facilitator, will ask the Commission, not including alternates, which maps they would like to nominate for further consideration (this could include any publicly submitted map or one of the maps drawn by Redistricting Partners).
- 4) The nomination process would require a Commissioner nomination supported by at least two other Commissioners from different council districts, for a total of three Commissioner votes. Commissioners may nominate more than one draft map. Any maps that receive three nominations from commissioners from different council districts will be placed in a queue for further discussion. A motion will be made on which maps to be selected as the draft maps for release.
- 5) After additional discussion and narrowing, the Commission, by motions and votes, will approve no more than three draft maps from which the Commission will select the final map at subsequent hearing(s).
- 6) The Commission may also request the demographer to make additional changes to the draft maps.

Consultants will be prepared to present each of the nominated plans with information on the objective metrics and any community of interest testimony which was identified as a part of the drafting of that plan.

During the discussion of draft plans, the Commission can provide direction to consultants for amendments to plans which can be produced in advance of the next hearing, and amendments to the plans can be included in a motion.

All draft plans will be posted to the commission website for seven days prior to a Community Feedback Hearing.

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***Community Feedback Hearing | No sooner than 7 days after the posting of official draft plans***

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This city-wide hearing will provide an opportunity for extensive public comment on the Commission's draft plans.

After receiving public input, commissioners can make motions to amend the existing draft plans, remove any of the draft plans from consideration, or request consultants make changes to draft plans based on community feedback.

Any draft plans that are modified, or new draft plans, will need to be posted to the website for seven days prior to the next hearing.

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***Proposed Final Plan Selection Hearing | No sooner than 7 days after posting of any new or amended draft plans***

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This hearing will begin with an opportunity for public input on draft plans.

After receiving public feedback, commissioners can entertain motions to adopt one of the draft plans that has been public for seven days as the Commission's final plan.

*The adoption of a final proposed plan requires a super-majority of nine commissioners.*

If no redistricting plan can achieve the votes to be selected as a proposed final plan, the Commission may request additional changes to maps for a future hearing and repeat this plan selection hearing until they get the votes, including a seven-day posting period between meetings for any new or amended draft plans.

If the Commission passes a proposed final plan, then it is made public for seven days, and staff and demographer will prepare a final plan report (City Charter Section 2502(a)) on the district lines to be provided at the plan adoption hearing.

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***Final Plan Hearing | No sooner than 7 days after the selection of a proposed final plan***

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The adoption of a final plan and report is an up or down vote, without any changes. Per City Charter Section 2502(a), a super-majority of nine commissioners is required for passage.

After adoption, the plan and data will be submitted to the County Registrar and be effective for the 2022 City Council election.

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***Recommendation Report Meeting | Within 60 days of plan adoption***

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Per City Charter Section 2509(e), a report with recommendations for future independent redistricting commissions will be approved by the Commission and provided to the City Council.

Date	Process	Action
Sept 20	Final Data Release	<ul style="list-style-type: none"> <li>- ASAP – Redistricting Partners memo on population</li> <li>- ASAP – Update of Mapping Software</li> </ul>
Oct 6	Mapping Direction from Commission	<ul style="list-style-type: none"> <li>- Hearing</li> <li>- Public Input</li> <li>- Report on COI Testimony</li> </ul>
Oct 13	Provide Reports for Commission	<ul style="list-style-type: none"> <li>- Report of all public submissions</li> <li>- Any draft plans requested from Redistricting Partners</li> <li>- Preliminary legal compliance check (largely that plans follow VRA requirements, if any)</li> <li>- Post to website / Distribute to Commissioners</li> </ul>
Oct 20	Draft Map Hearing	<ul style="list-style-type: none"> <li>- Hearing</li> <li>- Public Comment</li> <li>- Selection of Draft Plans</li> </ul>
Oct 27	Community Feedback Hearing	<ul style="list-style-type: none"> <li>- Hearing</li> <li>- Public Comment</li> </ul>
Nov 3	Posting of Revised Maps	<ul style="list-style-type: none"> <li>- City posting on the website</li> <li>- Distribute to Commissioners</li> <li>- Legal Compliance Review</li> </ul>
Nov 10	Proposed Final Plan Selection	<ul style="list-style-type: none"> <li>- Hearing</li> </ul>
Nov 17 Or Dec 1 or Dec 6 <small>(Possible extra round if needed)</small>	Final Plan Hearing	<ul style="list-style-type: none"> <li>- Hearing</li> <li>- Up/Down vote on the final plan with no changes</li> </ul>
Nov 19 <small>(must be submitted by Dec 9)</small>	Finalize and Transmit LA County Recorder/Registrar Documents	<ul style="list-style-type: none"> <li>- Official Declaration</li> <li>- Legal Description of Boundaries</li> <li>- Metes and Bounds of Boundaries</li> <li>- Mapping Data</li> <li>- Minutes</li> <li>- Letter from City Attorney</li> </ul>
December 4 or 11	Pre-Report Meeting	<ul style="list-style-type: none"> <li>- Special Meeting facilitated by Dr. Mindy Romero</li> </ul>

January 5	Feedback on Draft Recommendation Report	<ul style="list-style-type: none"> <li>- Meeting</li> <li>- IRC and Public Feedback on the report</li> </ul>
January 12  Or January 29 or February 4 <small>(60 days from adoption)</small>	Recommendation Report Meeting	<ul style="list-style-type: none"> <li>- Meeting</li> </ul>