



City of Sunnyvale

Meeting Minutes - Draft

Redistricting Commission

Thursday, July 8, 2021

7:00 PM

Telepresence Meeting: City Web Stream

Onboarding

CALL TO ORDER

Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, the meeting was conducted telephonically.

Deputy City Manager Jaqui Guzmán called the meeting to order at 7:00 p.m. via teleconference on Zoom.

ROLL CALL

Present: 6 - Commissioner Sandy Agbayani
Commissioner Karen Brenchley
Commissioner Pauline Brown
Commissioner Galen Kim Davis
Commissioner Gregory McNutt
Commissioner Gail Rubino
Absent: 1 - Commissioner Jessie Salas

Alternates Present: 5
Alternate Henry Alexander III
Alternate Rita Chiang
Alternate Scott Duncan
Alternate Ken Olevson
Alternate Frances Stanley-Jones

Ms. Guzmán announced that District 4 Alternate Commissioner Rita Chiang will serve as Primary Commissioner on behalf of Mr. Salas.

OATH OF OFFICE

City Clerk David Carnahan administered the Ceremonial Oath of Office to incoming Commissioners and Alternates.

INTRODUCTIONS

Deputy City Manager Jacqui Guzmán welcomed Commissioners and announced her role as the staff liaison to the Commission.

Assistant City Attorney Melissa Tronquet shared her role as the staff attorney to the Redistricting Project.

City Clerk David Carnahan communicated his role as staff support to the Commission.

Commissioners and alternates introduced themselves and shared their backgrounds and goals as part of the Redistricting Commission.

PRESENTATIONS

1 [21-0697](#) Brown Act, Parliamentary Procedures, and Public Records Act
Assistant City Attorney Melissa Tronquet gave a presentation on The Brown Act.

PUBLIC COMMENT

Public Comment opened at 7:43 p.m.

No speakers.

Public comment closed at 7:43 p.m.

GENERAL BUSINESS

2 [21-0698](#) Select a Chair and Vice Chair for the Redistricting Commission
Ms. Guzmán opened the floor for nominations for Chair to the Commission.

Commissioner Gail Rubino moved and Commissioner Gregory McNutt seconded the motion to nominate Galen Kim Davis as Chair.

Commissioner Gail Rubino shared support for nomination of Galen Kim Davis as Chair of Redistricting Commission.

Commissioner Galen Kim Davis accepted the nomination.

No further nominations were presented.

City Clerk David Carnahan stated Commissioner Salas is not present, so first alternate for District 4, Rita Chiang, would fill-in as a voter.

Mr. Carnahan conducted random order roll call votes.

The motion carried by the following vote:

Yes: 7 - Alternate Chiang
 Commissioner Brown
 Commissioner Urbino
 Commissioner Brenchley
 Commissioner McNutt
 Commissioner Agbayani
 Commissioner Davis

No: 0

Absent: 1 - Commissioner Salas

Commissioner Galen Kim Davis was appointed to serve as Chair to the Redistricting Commission.

Ms. Guzmán congratulated Chair Davis and opened the floor for nominations for Vice Chair.

Commissioner McNutt moved and Chair Davis seconded the motion to nominate Commissioner Pauline Brown for Vice Chair.

Commissioner Pauline Brown accepted the nomination.

Commissioner McNutt voiced his support of the nomination.

No further nominations were presented.

Mr. Carnahan conducted random order roll call votes.

The motion carried by the following vote:

Yes: 7 - Alternate Chiang

Commissioner Brown
Commissioner Urbino
Commissioner Brenchley
Commissioner McNutt
Commissioner Agbayani
Commissioner Davis

No: 0

Absent: 1 - Commissioner Salas

Commissioner Pauline Brown was appointed to serve as Vice Chair to the Redistricting Commission.

Ms. Guzmán congratulated Vice Chair Brown.

PRESENTATIONS

3 [21-0699](#) Redistricting Outreach Plan

Placeworks Outreach Consultant, David Early, provided a presentation on the City Council Elections Redistricting Project Community Outreach Plan.

Commissioner McNutt inquired about additional outreach programs and how outreach is managed.

Mr. Early deferred to Ms. Guzmán who shared that the outreach process was approved by Council. And Council would need to decide whether to implement any changes to the plan.

Ms. Guzmán informed the Commission of an approved budget for outreach resources. She also stated the outreach plan is based on successes from past experiences.

Commissioner Duncan inquired about availability of current census data to use for research.

Mr. Early advised that census data is not yet available and the Commission cannot start to draw boundaries until census data is received. Mr. Early suggested Commission begin preliminary outreach and discuss communities of interest.

Commissioner Duncan inquired about communities of interest, topics of outreach and information on proper process.

Ms. Guzmán advised Commission that information is available and will be shared at the next Redistricting Commission meeting, including information on communities of interest that were identified previously such as school boundaries and neighborhood associations.

Commissioner Alexander inquired about outreach on social media and if Ms. Guzmán spoke with neighborhood associations at large.

Ms. Guzmán encouraged Commissioners to reach out to different neighborhood groups on social media. Also that the commission could utilize City resources to create a social media post that Commissioners may share on their social media channels.

Vice Chair Brown inquired about Commissioner involvement and any restrictions in attending events or education workshops as a member of the Commission.

Ms. Guzmán informed the Commission they are encouraged to attend workshops, but only required to go to redistricting hearings.

Vice Chair Brown inquired about outreach at different schools in each district and whether there are any restrictions.

Ms. Guzmán advised Commission that schools may be selective of information sent out with students and suggested Commission should focus on parent groups.

Alternate Anderson inquired if City has a way to post events of City interest through Next Door website.

Ms. Guzmán recognized Next Door as an important tool in outreach which is actively used by the City, but stated Next Door can be limited and difficult to use when trying to engage users.

Mr. Early thanked the Commission and directed the group to route any specific questions through Ms. Guzmán.

4 [21-0700](#) Review Redistricting Ordinance and Role of Redistricting Commission

Ms. Guzmán gave presentation on Redistricting Ordinance and the Role of the Redistricting Commission.

Alternate Henry Alexander inquired about filling out the Form 700.

Mr. Carnahan advised Mr. Alexander and Commission of provision in which appointed Commissioners and Alternates must complete a Form 700 Statement of Economic Interests and related deadlines and timelines.

Alternate Alexander suggested that information be provided to Commission on how to complete the Form 700.

Mr. Carnahan stated the City can only provide resources on how to complete the Form 700 but no other assistance due to the Fair Political Practices Commission Guidelines.

Alternate Alexander inquired about requirements of meeting attendance.

City Clerk David Carnahan advised that the City ordinance allows for alternates who can be called on in priority order if a Commissioner is absent.

Alternate Olevson inquired about timeline in receiving meeting materials.

Ms. Guzmán stated the City's goal is to get Commissioners materials at least 7 days in advance since maps are legally required to be provided at least 7 days prior to a meeting.

Alternate Olevson inquired about serial meetings and sharing information with other Commissioners.

Ms. Guzmán advised that questions and information should be directed to her and she will discuss with Chair Davis if should be added to the agenda.

Alternate Olevson who also serves on Planning Commission inquired if a separate Form 700 is required for the Redistricting Commission.

Mr. Carnahan responded that a separate form is required since dates of service and filing period are different.

Commissioner Duncan shared his experience with the Form 700 and inquired about Council Ordinance regarding commission constraints and population percentages.

Ms. Guzmán advised that the Commission will discuss that information in detail at the next meeting.

Alternate Jones requested assistance with completing her Form 700 and additional information on the role and participation expectations of an alternate in meetings.

Ms. Guzmán advised that alternates may participate as a Commissioner except for voting unless called upon to fill a Commissioner vacancy.

Public comment opened at 8:37 p.m.

Resident Elaine Manley congratulated the Redistricting Commission and shared excitement for process. She also inquired about August 5 redistricting workshop and specifically about communities of interest.

Ms. Guzmán explained purpose of upcoming workshop and communities of interest.

Public comment closed at 8:40 p.m.

ADJOURNMENT

Chair Davis adjourned the meeting at 8:40 p.m.