



County of Los Angeles
CHIEF EXECUTIVE OFFICE

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WILLIAM T FUJIOKA
Chief Executive Officer

November 16, 2010

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

10 November 16, 2010

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

Board of Supervisors
GLORIA MOLINA
First District

MARK RIDLEY-THOMAS
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

**PROCESS FOR 2011 DECENNIAL REDISTRICTING OF SUPERVISORIAL DISTRICT
BOUNDARIES
(ALL DISTRICTS AFFECTED) (3 VOTES)**

SUBJECT

Establish a Boundary Review Committee and a Public Access Plan in concept in order to proceed with the decennial redistricting of Supervisorial district boundaries. Redistricting of supervisorial district boundaries is required after each Census per the Equal Protection Clause of the Fourteenth Amendment to the United States Constitution, and the California Elections Code.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve recommended mission, policies, and procedures for the establishment of a ten-member advisory Boundary Review Committee consistent with Elections Code Section 21500, et seq.
2. Instruct each member of the Board of Supervisors to nominate two members and two alternates to the Boundary Review Committee by December 7, 2010, for subsequent approval by your Board.
3. Approve a Public Access Plan, in concept, subject to further refinements by the Chief Executive Office and/or the Boundary Review Committee. Such refinements are to be limited to the intent and spirit of your Board's approved Public Access Plan.

"To Enrich Lives Through Effective And Caring Service"

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PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

On August 10, 2010, your Board instructed the Executive Officer of the Board, County Counsel, the Registrar-Recorder/County Clerk, the Internal Services Department's Urban Research Division, and the Chief Executive Officer to report back on redistricting information and recommendations on proposed policies, procedures, and timelines for the completion of the 2011 redistricting process. Consistent with the resulting October 4, 2010 report to the Board, "Report on the 2011 Supervisorial Redistricting Process," this letter recommends the actions necessary to proceed with the decennial redistricting of Supervisorial district boundaries. The recommended actions include formation of the Boundary Review Committee (BRC), the nomination of the BRC members by each Supervisor, and approval of the Public Access Plan (PAP).

The main function of the BRC is to study the existing supervisorial district boundary ordinance and determine, based on Census 2010 population data and applicable legal requirements, if and how supervisorial districts should be adjusted to account for population and demographic changes. Similar to the redistricting process conducted in 2001, and as set forth in Attachment I, the BRC is recommended to be comprised of ten voting members and ten alternates (each of whom must be County of Los Angeles residents) with two members and two alternates nominated by each Supervisor, subject to approval by your Board.

The purpose of the PAP is to encourage and facilitate the widest feasible public participation in the redistricting process, and to disseminate pertinent redistricting information. As set forth in Attachment II, the PAP shall cover the following key elements:

- BRC meetings and outreach
- Press Releases/media contacts
- Glossary of terms
- Acquisition of redistricting software
- Dissemination of redistricting information
- Development of a redistricting website
- Facilitating the public's ability to develop plans, including general instructions, provisions of a worksite, and/or support for online development of plans
- Board of Supervisors hearings.

Specific details and certain elements of the PAP are still being developed by the County working group, which consists of representatives of your Board's Executive Office, County Counsel, Internal Services, Registrar-Recorder/County Clerk, Chief Information Office, and the Chief Executive Office. As noted in the October 4, 2010 report to your Board, this working group will be augmented by representatives from each Board office. The content of the PAP may further be refined by the working group and/or subsequently by the BRC. These refinements will be limited to the intent and spirit of the Board's approved PAP.

The PAP includes a timetable for the adoption of a Supervisorial District Boundary Ordinance, which is required to be adopted by your Board not later than October 31, 2011, to be in compliance with Election Code Section 21506. Adoption of this Ordinance by October 31, 2011, allows for the requisite 30-day period for the Ordinance to be effective, and allows adequate time for the public to challenge the Ordinance by referendum.

Consultants will be needed to provide technical redistricting services in the development of an accurate, easily accessible database and provision of analysis based on key demographic variables, recent election results, and voter registration data for incorporated and unincorporated areas in the County. In addition, consultant services will be available to provide redistricting assistance to each member of your Board.

Implementation of Strategic Plan Goals

Recommended actions to approve a BRC and a PAP in concept are consistent with Goal 1 of the County Strategic Plan, Operational Effectiveness, which seeks to “maximize the effectiveness of processes, structure, and operations to support timely delivery of customer-oriented and efficient public services.” These recommended actions seek to encourage and facilitate the widest feasible public participation in the redistricting process, and to ensure County residents with equality of Supervisorial representation.

FISCAL IMPACT/FINANCING

Funding for redistricting-related costs (BRC, technical, and consulting support) is included in the 2010-11 budget as follows:

REDISTRICTING COST FOR FISCAL YEAR 2010-11	
Redistricting Support	Cost
Internal Services Department support for website, data, and mapping assistance.	\$223,000
Consultant support for specialized data and analysis.	\$200,000
Contingency for redistricting related expenses, such as purchasing of redistricting software, conducting outreach, and supporting BRC activities.	\$200,000
Consultant support to the Board of Supervisors.	\$250,000
Executive Officer of the Board support to the BRC.	\$60,000
Total	\$933,000

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The Equal Protection Clause of the Fourteenth Amendment to United States Constitution requires that electoral districts afford their residents equality of representation – the "one person–one vote" principle. This is achieved by providing that each district contains the same number of people. California Elections Code section 21500 also requires that when adjusting supervisorial district boundaries using the Federal decennial Census data, "districts shall be as nearly equal in population as may be." In addition, any redistricting plan must comply with the "one-person one-vote" principle as well as the Federal prohibition against forming districts that dilute the voting strength of cohesive, protected minority groups.

Consultant contracts will be executed under the Chief Executive Officer's delegated authority to obtain specialized administrative services.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Recommended actions do not have an impact on current services or projects.

Respectfully submitted,



WILLIAM T FUJIOKA
Chief Executive Officer

WTF:BC:MKZ
FC:JR:ib

Attachments (2)

c: Executive Officer, Board of Supervisors
County Counsel
Internal Services Department
Registrar-Recorder/County Clerk
Chief Information Office

SUPERVISORIAL DISTRICT BOUNDARY REVIEW COMMITTEE MISSION, POLICIES, AND PROCEDURES

Mission

- *To study the existing supervisorial district boundary ordinance and determine, based on Census 2010 population data and applicable legal requirements, if and how supervisorial districts should be adjusted to account for population and demographic changes;*
- *To convene public hearings to receive, review, and analyze proposed redistricting plans submitted by committee members, the public, and other organizations; and*
- *To recommend for adoption by the Board of Supervisors a decennial redistricting plan which provides fair and effective representation for all the people of the County, enhances the opportunity for all voters to elect candidates of their choice, and which otherwise meets all the requirements of law. A final Supervisorial Redistricting Plan shall be approved to the Board of Supervisors by October 31, 2011 to comply with the Election Code.*

Membership

There shall be ten voting members and ten alternate members of the Supervisorial District Boundary Review Committee. Each member of the Board of Supervisors shall nominate two voting members and two alternate members to the Boundary Review Committee. Members and alternates must be residents of the County of Los Angeles. Alternates shall assume the rights and authorities in the absence of voting members. The entire Board of Supervisors shall appoint the membership of the Boundary Review Committee.

Staffing

The Chief Executive Office and the Executive Office of the Board of Supervisors shall provide staff support for the Boundary Review Committee. The Internal Services Department, Chief Information Office, and Registrar-Recorder/County Clerk shall provide technical support to the Boundary Review Committee to facilitate public participation in the work of the Committee. The County Counsel shall serve as legal advisor to the Boundary Review Committee.

The Chief Executive Officer will engage specialized consultants to provide additional technical analysis and support to ensure that the Boundary Review Committee can accomplish its mission in the required time frame.

Staff shall implement the Public Access Plan approved by the Board to educate the public concerning the work of the Committee and to encourage public participation in its deliberations with particular attention to include outreach to groups affected by proposed changes to the existing boundaries of the Supervisorial Districts.

Structure of the Boundary Review Committee

The Boundary Review Committee shall elect a chairperson from among its members and such other officers as are consistent with established rules of order (see below).

Meetings

Meetings of the Boundary Review Committee are subject to the Brown Act and shall operate in accordance with the Robert's Rules of Order (newly revised). The Boundary Review Committee shall conduct its first meeting no later than 30 days following the appointment of the Committee. At its first meeting, the Boundary Review Committee shall review and adopt the proposed meeting schedule to implement its mission and shall consider a plan for action concerning the subject under study.

Staff shall assist the Boundary Review Committee to facilitate public participation and public input into the work of the Committee.

Voting

All action by the Boundary Review Committee requires majority vote of its total membership.

COUNTY OF LOS ANGELES - DECENNIAL REDISTRICTING PLAN**PUBLIC ACCESS PLAN IN CONCEPT****Purpose**

The Los Angeles County Supervisorial District Boundary Review Committee (Boundary Review Committee) will recommend to the County Board of Supervisors adoption of a Decennial Redistricting Plan which: provides fair and effective representation for all the people of the County, enhances the opportunity of all voters to elect candidates of their choice, and otherwise meets all the requirements of law.

Pursuant to the California Elections Code 21500, et seq., counties must redistrict after each decennial census, using that census as a basis. Boundaries must be adjusted so that districts are "as nearly equal in population as may be." The County must comply with the requirements of the Federal Voting Rights Act to assure fair and effective representation for racial and language minority groups. The purpose of this Plan is to promote participation by the maximum number of Los Angeles County residents in this important task and to strongly urge such public participation.

The Boundary Review Committee consists of ten members, two nominated by each Supervisor and appointed by the full Board of Supervisors. The Boundary Review Committee will be assisted in its work by County staff and technical consultants with expertise in managing and analyzing databases and proposed plans.

Public Access - General Elements

Consistent with the commitment to promote public participation in the redistricting process, this Plan seeks to ensure the widest practicable participation and dissemination of pertinent redistricting. To accomplish this, the Plan will include the following:

- Development of a County redistricting website. The website will be the primary source to disseminate all redistricting information and materials, including demographic and electoral data, County census tracts, County base maps, instructions on developing and submitting redistricting proposals, etc.
- Boundary Review Committee meeting schedule and outreach plan to encourage participation. At least one meeting in each Supervisorial District is proposed. Outreach plan will include press releases and media advertising of all Boundary Review Committee meetings and Public hearings.
- General Instructions for developing/submitting a proposed redistricting plan will be provided. All members of the public are welcome to submit a proposed redistricting Plan for consideration by the Boundary Review Committee. This will include acquiring redistricting software and facilitating the public's ability to develop redistricting plans.

- Plan submission and review process/public hearings and meetings of the Boundary Review Committee. Public deliberative meetings allowing the public to address the Boundary Review Committee and to allow the Committee to publicly discuss issues concerning each redistricting proposal. (Note: Interpretation services for American Sign Language and Spanish Language will be available at meetings/hearings of the Boundary Review Committee upon request.)
- Public access to review plans submitted to the Boundary Review Committee.
- Glossary of redistricting terms.
- Timetable for adoption of Supervisorial district boundary ordinance.

Redistricting Website

The County's Redistricting website will be developed and maintained by Internal Services Department as the primary source of redistricting information and materials. The website will include, but is not limited, the following Information and materials:

- A data base of pertinent information from which plans may be developed. Types of data includes:
 - Total population and voting age population by age, race, and ethnicity, sorted by census tract;
 - Numbers and percentages of registered voters including political affiliation, and numbers and percentages of Hispanic and Asian surnamed registrants sorted by census tract; Voter turnout and results of recent selected elections sorted by census tract.
- List of County census tracts (with partial and split tracts where appropriate) including current supervisorial district assignments, and location of tracts within incorporated cities and unincorporated areas.
- List of cities and unincorporated communities in the County with a list of census tracts included in each.
- Three (3) County base maps showing incorporated cities, unincorporated areas, census tracts, and current supervisorial district boundaries.
- The County Boundary Ordinance.
- Statutory and other legal requirements for County redistricting.
- Required forms for plan submittal.

If necessary, the Chief Executive Office will work with the Auditor-Controller to determine if any recovery cost to provide materials to the public is required.

Timetable For Adoption Of Supervisorial District Boundary Ordinance

The timetable below represents the schedule for adoption of a Supervisorial District Boundary Ordinance. It may be revised by the Boundary Review Committee or the Board of Supervisors in order to meet the statutory deadline for implementing new boundaries by October 31, 2011. This is in compliance with Election Code Section 21506.

Adoption of the Ordinance by October 31, 2011, allows for the requisite 30-day period for the Ordinance to become effective. During this time, the public has the right to challenge the Ordinance by referendum.

Timeframe	Action
November 2010	Submit proposed redistricting process to Board of Supervisors, including establishment of a Boundary Review Committee (BRC).
Fall 2010	<ul style="list-style-type: none"> • Board appoints BRC members/alternates. • County staff prepares for redistricting process (e.g., review requirements, current plan, and data requirements; secure consultant assistance; design website).
December 2010	Census Bureau delivers 2010 Census data to President.
January 2011	<ul style="list-style-type: none"> • The President delivers apportionment count to the U.S. House of Representatives. • Organizational meeting of BRC. • Activate Website.
March 2011	<ul style="list-style-type: none"> • Prepare for receipt of Census data (no later than 4/1/11). • Establish hearing/public meeting calendar. • Issue press releases on process.
April 2011	<ul style="list-style-type: none"> • Analyze existing election districts using the 2011 redistricting data. • Activate redistricting public worksite. • Begin BRC meetings.
May 2011	Regular BRC meetings and outreach meetings in Supervisorial Districts Analyze redistricting plans submitted.
June 2011	BRC deliberates on recommended redistricting plan(s).
July 2011	BRC recommends redistricting plan(s) to Board of Supervisors.
August 2011	Board holds public hearings on redistricting plan. Board adopts Supervisorial Redistricting Plan (statutorily, no later than 10/31/11) and accompanying Ordinance; 4/5 vote required. <i>(If Board fails to adopt a Plan by 10/31/11, responsibility for adopting boundaries shifts to a redistricting commission composed of (in LA County) the District Attorney, Assessor and Sheriff, as prescribed by Elections Code 21502.)</i>
September 2011	Redistricting Ordinance becomes effective.
December 2011	Filing to run for County Supervisor in the June 2012 Primary commences in late December.