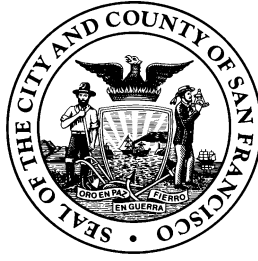


BOARD of SUPERVISORS



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## MEMORANDUM

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Date: June 11, 2021

To: The Honorable Members, Board of Supervisors

From: *ACC* Angela Calvillo, Clerk of the Board

Subject: Campaign and Governmental Conduct Code – Redistricting Task Force  
(File No. 210606)

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Board of Supervisors Rules of Order 2.21 establishes certain criteria that must be included in legislation creating and establishing, or reauthorizing, new bodies (boards/commissions/task forces/advisory bodies) and requires the Clerk of the Board to advise the Board on certain matters. In order to fulfill these requirements, the following is provided:

File No. 210606 Campaign and Governmental Conduct Code - Redistricting Task Force

- Does a current body address the same or similar subject matter?

*No. This bodies convened once every 10 years within 60 days of the publication of the Federal census data. The Task Force must complete the redistricting process by April 15, 2022.*

- Language requiring the body to meet at least once every four months?

*Yes. Under Section 3 "Responsibilities" the legislation states "Following the inaugural meeting the Task force shall hold a regular meeting not less than once a month."*



- Language indicating members serve at the pleasure of the appointing authority?

*Yes. Under Section 2 “Membership” the legislation states “Members of the Task Force shall serve at the pleasure of their appointing authority and may be removed by their appointing authority at any time.*

- Language establishing attendance requirements?

*Yes. Under Section 3 “Responsibilities” the legislation states “Any members who misses three regular meetings of the Task Force within a six-month period without express approval of the Task Force at or before each missed meeting shall be deemed to have resigned from the Working Group 10 days after the third unapproved absence.”*

- Number of seats and qualifications?

*The Task Force consists of nine members the board of Supervisors, the Mayor, and the elections Commission shall each appoint three members. The Director of Elections shall serve ex officio as a non-voting member. The Board of Supervisors, the Mayor, and the Elections Commission shall make their appointments by July 31, 2021.*

*The membership of the Task Force shall be broadly representative of the communities of interest, neighborhoods, and diversity in ethnicity, race, age, gender, and sexual orientation of the City and County of San Francisco.*

- Term limits (i.e., commencement date? staggered terms?)

*Members of the Task Force shall serve until the Task Force completes its duties in connection with the 2020 decennial census, as set forth in Charter section 13.110(d). Any vacancies occurring in the voting membership of the Task Force shall be filled by the appointing authority for the seat which becomes vacant.*

- Administering department?

*The Clerk of the Board of Supervisors shall serve as Secretary to the Task Force. The Clerk’s duties shall include, but are not limited to, maintaining a Task Force webpage, posting Task Force meeting agendas and minutes, coordinating in-person and virtual meetings, and providing equipment and workspace for the Task Force’s members, as needed.*



*On behalf of the Task Force, the Director of Elections shall, subject to the Charter's budgetary and fiscal provisions, retain any necessary technical consultants to assist the Task Force in its duties.*

- **Reporting requirements?**

*The Task Force shall be responsible for redrawing supervisorial district lines in accordance with the law and shall make appropriate adjustments based on public input provided at community meetings.*

*As set forth in Charter section 13.110(d), district boundaries must conform to all applicable legal requirements, including the requirement that they be equal in population. Population variations between districts shall be limited to 1% from the statistical mean unless additional variations, limited to 5% of the statistical mean, are necessary to prevent dividing or diluting the voting power of minorities and/or to keep recognized neighborhoods intact; provided, however, that the redistricting shall conform to the rule of one person, one vote, and shall reflect communities of interest within the City and County of San Francisco.*

- **Sunset date?**

*The Task Force shall terminate by operation of law after it has completed its duties (must complete the redistricting process by April 15, 2022).*