



**CITY OF OAKLAND  
REDISTRICTING COMMISSION  
(REGULAR MEETING)**

**Meeting Minutes**

**Wednesday, July 14, 2021**  
Via Teleconference

Redistricting Commissioners: Benjie Achtenberg, Amber Blackwell, Daniel Chesmore (Alternate), Gloria Crowell, Lilibeth Gangas, Shirley Gee, Stephanie Goode, Masoud Hamidi, Paul Marshall, Tracy Richmond McKnight, Diana Miller, Tejal Shah, Bharat Singh (Alternate) Jan Stevens, and Mary Velasco.

Commission website: [www.oaklandca.gov/redistricting](http://www.oaklandca.gov/redistricting)

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**1. Roll Call and Determination of Quorum**

Quorum was determined and the meeting started at 5:08 pm.

Commissioners present: Benjie Achtenberg, Amber Blackwell, Gloria Crowell, Lilibeth Gangas, Shirley Gee, Stephanie Goode, Masoud Hamidi (arrived at 5:19 pm), Paul Marshall, Tracy Richmond McKnight, Diana Miller, Jan Stevens, and Mary Velasco (arrived at 6:49 pm).

Commissioners excused: Tejal Shah

Commissioners absent: none

Alternate Commissioners present: Bharat Singh

Alternate Commissioners absent: Daniel Chesmore.

City staff present: Richard J. Luna, Corey Alvin.

City Attorney staff present: Mitesh Bhakta.

**2. Chair and Co-Vice Chair Rotation Announcement**

The Commission welcomed the new leadership team of Chair Tracy Richmond McKnight and Co-Vice Chairs Lilibeth Gangas and Tejal Shah. Chair McKnight thanked former Chair Stephanie Goode for her previous service in leading the Commission.

**3. Open Forum**

Public comments were provided by the following speakers:  
Julia Marks

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**4. Disclosure Requirements by Commissioners**

There were no disclosures by Commissioners.

There were no public comments on this item.

**5. Redistricting Principles and Best Practices Training**

The Commission received a training from Kathay Feng, National Redistricting Director at Common Cause, on the best practices for conducting Oakland's redistricting process. The training included information on the history of redistricting and formation of independent redistricting commissions, the importance of public access and participation, and best practices for engaging with the public.

Commissioners engaged in a question-answer session with Kathay Feng, Connie Malloy and Chris Chaffee, consultants with Redistricting Partners.

There were no public comments on this item.

**6. Commission Deadline and Public Hearing Schedule**

The Commission received a presentation from Deputy City Attorney Mitesh Bhakta on the Commission's legislative requirements in completing the redistricting process by December 31, 2021. The Commission also received staff's recommendation in conducting four public hearings at the Commission's regular meeting dates in August, September, October and November.

Commissioners discussed the proposed schedule and staff's proposal to conduct townhall meetings beginning in October to receive additional input from residents.

Commissioner Gloria Crowell was excused from the meeting at 6:39 pm.

Commissioner Mary Velasco exited the meeting at 6:55 pm.

A motion was made by Stephanie Goode, seconded by Paul Marshall, to continue this item to the special meeting on July 28, 2021. A substitute motion was made by Shirley Gee, seconded by Jan Stevens, to adopt staff's proposed public hearing schedule with the understanding that the Commission could add more public hearing dates. The substitute motion passed with 10 ayes (Achtenberg, Blackwell, Gangas, Gee, Goode, Hamidi, Marshall, McKnight, Miller, Stevens) one not present (Velasco) and two excused (Crowell, Shah).

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The public hearing schedule was adopted as follows: August 11, 2021; September 8, 2021; October 13, 2021; and November 10, 2021

Public comments were provided by the following speakers:  
Helen Hutchison

**7. Approval of Meeting Minutes**

The Commission reviewed the draft meeting minutes. A motion was made by Benjie Achtenberg, seconded by Amber Blackwell, to approve the minutes for the meeting of May 26, 2021 and June 9, 2021. The motion passed with 10 ayes (Achtenberg, Blackwell, Gangas, Gee, Goode, Hamidi, Marshall, McKnight, Miller, Stevens) one not present (Velasco) and two excused (Crowell, Shah).

There were no public comments for this item.

**8. Redistricting Budget Update**

City staff member Richard J. Luna provided an update on the \$40,000 in additional funds the City Council approved to assist the Commission's outreach and engagement work. Staff recommended the Commission form an ad hoc committee to develop a proposed scope of work that would be distributed to the City's on-call outreach consultants for consideration.

Commissioners discussed if the work should be assigned to an existing ad hoc committee, or if a new one should be formed with members of the various existing committees. After discussion, Chair Tracy Richmond McKnight announced the formation of a new ad hoc committee comprised of Bharat Singh, Lilibeth Gangas, Amber Blackwell, Daniel Chesmore and Tracy Richmond McKnight. The Committee was tasked to develop a proposed scope of work and present it to the Commission at its next meeting.

There was no action on this item.

There were no public comments on this item.

**9. Online Survey**

City staff member Richard J. Luna provided an overview of the online survey and offered some additional questions that could be included around defining communities of interest. The question posed to the Commission was to consider if there should be one main survey or if the Commission wanted multiple surveys targeted at specific groups.

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Commissioners discussed the pros and cons of creating multiple surveys, including the difficulties in analyzing multiple survey results that asked different questions. The discussion also included developing a more thorough question on communities of interest and asking respondents to provide the boundaries for their community.

Commissioner Mary Velasco returned to the meeting at 7:45 pm.

A motion was made by Shirley Gee, seconded by Lilibeth Gangas, to extend the meeting by 15 minutes. The motion passed with 11 ayes (Achtenberg, Blackwell, Gangas, Gee, Goode, Hamidi, Marshall, McKnight, Miller, Stevens, Velasco) and two excused (Crowell, Shah).

There was no action on this item.

There were no public comments on this item.

**10. Ad Hoc Committee Updates**

Commissioners discussed the presentation and engagement calendar and the importance of adding new items or self-assigning tasks. City staff stated the calendar file would be distributed to the Commissioners.

Commissioners also discussed the proposed post card as submitted by the Communications Ad Hoc Committee and the process for finalizing, distributing and providing additional language translations on the post card. Commissioners also discussed if the QR code on the postcard should direct people to the Commission's website or the online survey.

Commissioners then engaged in an additional discussion of the online survey and discussed which questions should be required and which ones should be optional.

Commissioner Amber Blackwell was excused from the meeting at 8:16 pm.

A motion was made by Lilibeth Gangas, seconded by Shirley Gee, to extend the meeting until 8:30 pm. The motion passed with 10 ayes (Achtenberg, Gangas, Gee, Goode, Hamidi, Marshall, McKnight, Miller, Stevens, Velasco) and three excused (Blackwell, Crowell, Shah).

Commissioners continued discussion of the online survey and recommending which questions should be mandatory.

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A motion was made by Shirley Gee, seconded by Diana Miller, to make all questions in the Commission's online survey a mandatory response, and to add an option under question 3 for a does not apply/unknown response option. The motion passed with 10 ayes (Achtenberg, Gangas, Gee, Goode, Hamidi, Marshall, McKnight, Miller, Stevens, Velasco) and three excused (Blackwell, Crowell, Shah).

There were no public comments on this item.

**11. Agenda Requests for Future Meetings**

Co-Vice Chair Lilibeth Gangas stated the outreach consultant scope of work would be presented at the next meeting.

Chair Tracy Richmond McKnight stated the Commission should consider adding additional public hearing and workshop dates at the next meeting.

City staff stated the Commission would receive a training on communities of interest at the next meeting.

There were no public comments provided on this item.

**12. Adjournment**

The meeting adjourned at 8:30 pm.