

Procedural Rules for the Redistricting Group

Approved by the Minneapolis Charter Commission on May 5, 2021

1. All members of the Minneapolis Charter Commission and the Advisory Group will serve as the Redistricting Group.

2. Members of the Redistricting Group shall represent the residents of Minneapolis and shall put aside any personal biases or interests while redistricting City Wards and other city election districts.

3. The meetings and the work of the Redistricting Group will be governed by applicable law, the Minneapolis City Charter, these Rules, the Recommended Principles for Redistricting Minneapolis Wards and Park Districts after the 2020 Census adopted by the Charter Commission, and Robert's Rules of Order, as most recently revised.

4. The Chair of the Charter Commission shall be the chair of the Redistricting Group. If the Chair is not present, the Vice Chair of the Charter Commission shall serve instead. If the Vice Chair is not present, the Redistricting Group shall elect a temporary chair, who is a Charter Commissioner for that specific meeting. When the Vice Chair or temporary chair is serving as the chair of the meeting, they shall have all the duties and authority of the chair.

5. A quorum shall consist of the majority of the Redistricting Group except for public hearings. If a meeting, other than a public hearing, is held and there is not a quorum present, the Redistricting Group may meet as a committee and the work of the Group's committee shall stand for approval at the next meeting of the Group when a quorum is present. The Redistricting Group shall not take action at a public hearing.

6. Redistricting Advisory Group Members may not have more than three unexcused absences over the entire redistricting period, which may run from August 2021 through November 2022. Each Redistricting Advisory Group Member shall use their best efforts to provide the Charter Commission Coordinator with notice of inability to attend a Redistricting Group meeting and the reason therefore at least 24 hours prior to the time of a scheduled meeting. Excused absences may be based on, among other things, conflicts with a Redistricting Advisory Group Member's work, medical problems, a family emergency, or weather. The Chairperson or their designee determines whether an absence is excused. Excused absences may be granted by the Chairperson their designee within 24 hours after the adjournment of a scheduled meeting under special circumstances. (Based on Amended Rules of the Minneapolis Charter Commission, Rule 2.1.6)

7. The Chair shall prepare an agenda for each meeting. The Redistricting Group may change the agenda by a majority vote of the members present and voting.

8. All actions taken by the Redistricting Group shall be by a majority vote of

those present and voting. All votes on any aspect of redistricting shall be done in open meetings of the Redistricting Group, except for the approval of the final redistricting map which will be done in an open meeting of the Minneapolis Charter Commission.

9. When a voice vote is being taken and the Chair is in doubt, the Chair may ask for a show of hands to determine the vote. Any member of the Redistricting Group may ask for a show of hands on any vote if the member is unclear on the outcome of the vote. For every meeting held remotely by virtual means, however, all voting shall be determined by a roll call vote.

10. A member of the Redistricting Group wishing to speak shall address the Chair and when recognized by the Chair shall have the opportunity to speak. The Chair may impose reasonable time limits on speakers.

11. All meetings of the Redistricting Group, whether working meetings or citywide public hearings, shall be open to the public and the public shall be noticed through the Minneapolis city's website. All neighborhood organizations recognized by the City of Minneapolis shall be notified of all Group meetings. Interested individuals or organizations may request to be placed on the City Clerk's electronic distribution list.

12. The Redistricting Group may use all appropriate means, including the Minneapolis Web site and other electronic media to communicate with the public and to provide access to the public remotely by appropriate virtual means in the pandemic environment.

13. The Redistricting Group shall redistrict the city Wards and the Park and Recreation districts at the same time.

14. The Commission must hold at least four public hearings before adopting a ward-boundary plan. At least two of those hearings must be held after: (1) giving public notice of a draft plan or plans for at least seven days before each hearing; and (2) inviting comments from each neighborhood organization recognized by the City Council.

15. Before holding the last two public hearings on any park-district boundary plan, the Commission must notify the Park and Recreation Board of a draft plan or plans. The Commission must consider any recommendation by the Board.

16. The Redistricting Group will consider the public's comments while drafting redistricting maps.

17. If the Redistricting Group recommends a plan that is rejected by the Charter Commission, then the Charter Commission may send the plan back to the Redistricting Group with direction for revision or the Charter Commission may develop and vote on its own plan with input from the advisory group.

18. The Redistricting Group will adjourn once the Charter Commission has approved the maps of the 13 Minneapolis Wards and the six Minneapolis Park and

Recreation Board districts, unless a court finds the plan improper and returns it, at which point it will reconvene.

19. Once these rules are adopted by the Charter Commission, only the Charter Commission can suspend or amend these rules by a two-thirds-vote of the Charter Commissioners present and voting. The Redistricting Group may recommend changes to the rules for adoption by the Charter Commission.