



City of Pensacola

Districting Commission

Agenda

Wednesday, September 1, 2021, 4:00 PM

Hagler Mason Conference

Members of the public may attend the meeting in person. City Council encourages those not fully vaccinated to wear face coverings that cover their mouth and nose.

The meeting can be watched via live stream at cityofpensacola.com/video.

CALL TO ORDER AND WELCOME

ROLL CALL AND DETERMINATION OF QUORUM

APPROVAL OF MINUTES

1. [21-00728](#) APPROVAL OF MINUTES: REGULAR MEETING OF THE DISTRICTING COMMISSION DATED AUGUST 4, 2021

Attachments: [Draft: Regular Minutes Dated 8/4/21](#)

PRESENTATIONS

ACTION ITEMS

2. [21-00746](#) SELECTION OF LEGAL REPRESENTATION FOR THE DISTRICTING COMMISSION

Recommendation: That the City of Pensacola Districting Commission select the firm of Clark Partington of Pensacola in partnership with the Pittman Law Group of Tallahassee to provide legal representation for the Commission. Further that the Commission authorize the Chair to take all actions necessary to engage these firms.

Sponsors: Diane Mack

Attachments: [Districting Commission Attorney Rankings](#)

DISCUSSION ITEMS

3. [21-00745](#) PRELIMINARY CENSUS NUMBERS

Sponsors: Diane Mack

Attachments: [Preliminary 2020 Pensacola Census Data](#)

OPEN FORUM**NEXT MEETING****ADJOURNMENT**

If any person decides to appeal any decision made with respect to any matter considered at such meeting, he will need a record of the proceedings, and that for such purpose he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

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City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 21-00728

Districting Commission

9/1/2021

SUBJECT:

APPROVAL OF MINUTES: REGULAR MEETING OF THE DISTRICTING COMMISSION DATED
AUGUST 4, 2021



City of Pensacola

DISTRICTING COMMISSION

Meeting Minutes

August 4, 2021

4:00 P.M.

Hagler/Mason Conference Room

CALL TO ORDER AND WELCOME

The meeting was called to order by Chairperson Mack at 4:01 P.M.

ROLL CALL AND DETERMINATION OF QUORUM

Members Present: Diane Mack, John Jerralds, William Brancati, Jewel Cannada-Wynn, Jarah Jacquay, Samuel Mathews, Eric Stevenson

Members Absent: None

APPROVAL OF MINUTES

1. [21-00656](#) APPROVAL OF MINUTES: REGULAR MEETING OF THE DISTRICTING COMMISSION DATED JULY 7, 2021

A motion to approve was made by Commission Member Mathews seconded by Commission Member Cannada-Wynn.

The motion carried by the following vote:

Yes: 7 Diane Mack, John Jerralds, William Brancati, Jewel Cannada-Wynn, Jarah Jacquay, Samuel Mathews, Eric Stevenson
No: 0 None

PRESENTATIONS

2. [21-00677](#) PRESENTATION FROM DAVID STAFFORD, SUPERVISOR OF ELECTIONS

Recommendation: That the Districting Commission receive a presentation from David Stafford, Supervisor of Elections to explain what services, software, and programs his office could make available to the Commission.

Supervisor of Elections Stafford addressed the Commission providing an overhead demonstration of the 2010 District Map and it's correlating census data and demonstrated how utilization of software can apply such data related to population information. SOE Stafford fielded comments and questions. Some discussion took place among Commissioners.

3. [21-00641](#) PRESENTATION - IN-HOUSE ASSISTANCE FROM GIS IN SETTING DISTRICT BOUNDARIES

Recommendation: That the Districting Commission receive a presentation from Paul Kelly, with in-house GIS, to explain what services, software and programs GIS could make available to the Commission.

GIS Analyst for the City, Paul Kelly addressed the Commission providing an overhead demonstration of GIS mapping software available to assist the Commission in their task which he also provided such support services during past districting processes. GIS Analyst Kelly fielded comments and questions. Some discussion took place among Commissioners.

ACTION ITEMS

4. [21-00676](#) SELECTION OF TECHNICAL CONSULTANT

Recommendation: That the Districting Commission select a technical consultant to assist them in their duties.

Discussion ensued among Commissioners with Chairperson Mack fielding comments and questions.

A motion was made by Commission Member Cannada-Wynn and seconded by Vice Chairperson Jerralds that the Districting Commission select SOE David Stafford as its technical assistant.

The motion carried by the following vote:

Yes: 7	Diane Mack, John Jerralds, William Brancati, Jewel Cannada-Wynn, Jarah Jacquay, Samuel Mathews, Eric Stevenson
No: 0	None

ACTION ITEMS (CONT'D.)

5. [21-00640](#) RULES AND PROCEDURES

Recommendation: That the Districting Commission adopt a set of rules and procedures.

Council Executive Kraher explained the intent of the proposed rules and procedures. Brief discussion took place among among Commissioners.

A motion to adopt was made by Commission Member Brancati and seconded by Commission Member Cannada-Wynn.

The motion carried by the following vote:

Yes: 7	Diane Mack, John Jerralds, William Brancati, Jewel Cannada-Wynn, Jarah Jacquay, Samuel Mathews, Eric Stevenson
No: 0	None

DISCUSSION ITEM

6. [21-00644](#) HIRING OF OUTSIDE COUNSEL

Chairperson Mack provided background information as to the benefits of having outside legal counsel. Discussion ensued among Commissioners with Chairperson Mack fielding comments and questions.

A motion was made by Commission Member Mathews and seconded by Commission Member Jerralds that outside legal counsel be hired to assist the Districting Commission.

The motion carried by the following vote:

Yes: 7	Diane Mack, John Jerralds, William Brancati, Jewel Cannada-Wynn, Jarah Jacquay, Samuel Mathews, Eric Stevenson
No: 0	None

Council Executive Kraher advised there is a total budget appropriation in the amount of \$50,000 to provide for the Districting Commission's task and that former City Attorney Woolf, in order to streamline the process, had contacted select attorneys within the community with the appropriate expertise who are willing and available to provide legal services to the Commission.

DISCUSSION ITEM

Discussion continued regarding the scope of work and process for selecting outside legal counsel (Item 6, 21-00644).

Chairperson Mack suggested each Commission Member submit a recommended attorney or legal firm to be considered for providing legal services and Council Executive indicated he and Chairperson Mack could (internally) review all submittals then provide the top three (3) rated submittals for the Commission to conduct public interviews at a scheduled meeting and provide a rating and ranking to determine the selection for legal services. A motion was made by Vice Chairperson Jerralds and seconded by Commission Member Brancati that the Districting Commission accept the hiring process for outside legal counsel as described by Chairperson Mack and Council Executive Kraher.

Some follow-up discussion took place with Council Executive Kraher clarifying internal processes in preparation for the Commissions selection process and **will bring all information for the Commission's consideration at their next meeting on September 1st beginning at 4:00 P.M.**

Upon conclusion of discussion, the vote was called.

The motion carried by the following vote:

Yes: 7	Diane Mack, John Jerralds, William Brancati, Jewel Cannada-Wynn, Jarah Jacquay, Samuel Mathews, Eric Stevenson
No: 0	None

OPEN FORUM

NEXT MEETING

September 1st beginning at 4:00 P.M.

Some follow-up discussion took place regarding the rating and ranking process for hiring of outside legal counsel with Chairperson Mack and Council Executive Kraher fielding comments and questions.

ADJOURNMENT

5:54 P.M.

Approved: _____



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 21-00746

Districting Commission

9/1/2021

ACTION ITEM

SPONSOR: Diane Mack, Chairperson

SUBJECT:

SELECTION OF LEGAL REPRESENTATION FOR THE DISTRICTING COMMISSION

RECOMMENDATION:

That the City of Pensacola Districting Commission select the firm of Clark Partington of Pensacola in partnership with the Pittman Law Group of Tallahassee to provide legal representation for the Commission. Further that the Commission authorize the Chair to take all actions necessary to engage these firms.

SUMMARY:

At the August 4, 2021, meeting of the Districting Commission, the Commission approved a process whereby a solicitation was sent to the Escambia Santa Rosa Bar Association seeking interest in representing the Commission during the districting process. Further, that the Commission members would be presented with the submissions and that they would rank them. Finally, that the Board Chair and Council Executive would interview the top three (3) candidates and make a recommendation to the Commission.

Following the members ranking, a calculation was completed which resulted in a numeric ranking for each submission based on the rankings by the membership. As a result of that ranking, the top three (3) submissions were invited to interview. Following the interviews, a recommendation was reached.

As part of the engagement with the recommended firm, the following information will be included:

- The services of attorney Meredith Crawford of Clark Partington as primary legal counsel to the Commission at a rate of \$250/hour, and
- The services of attorney Sharmin Hibbert of the Pittman Law Group as consulting legal counsel at a rate of \$350/hour.

Further, that the services to be provided by Ms. Crawford are:

- Attendance at all Commission meetings, Commission public hearings, and presentations by the Commission to the Pensacola City Council;
- Advising the Commission on Florida Constitutional Law, federal election laws, state districting laws, Sunshine and Public Records laws, technical requirements, and all other legal concerns

associated with the current districting process, as may be needed in the course of the Commission's work;

- Communication with the Pittman Law Group as may be requested by the Commission;
- Preparation of the final districting document, to include legal descriptions of the proposed Council districts.

Further, that the services to be provided by Ms. Hibbert are:

- Advising the Commission as may be recommended by primary legal counsel and/or requested by the Commission, on districting issues related to Civil Rights and Voting Rights acts;
- Review of drafts of the proposed 2021 districting plan as may be requested by the Commission;
- Review of the final draft of the proposed 2021 districting plan.

STAFF CONTACT:

Don Kraher, Council Executive

ATTACHMENTS:

- 1) Districting Commission Attorney Rankings

Rankings by member	I	II	III	IV	V	VI	VII
1.	Scholl	Powell	Andrews	Pittman	Pittman	Scholl	Pittman
2.	Abdullah	Pittman	Pittman	Andrews	Abdullah	Andrews	Abdullah
3.	Powell	Scholl	Scholl	Scholl	Scholl	Powell	Powell
4.	Pittman	Abdullah	Powell	Powell	Andrews	Abdullah	Andrews
5.	Andrews	Andrews	Abdullah	Abdullah	Powell	Pittman	Scholl

Rankings by category / by person:

	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
Scholl	2	0	4	0	1
Pittman	3	2	0	1	1
Powell	1	0	3	2	1
Abdulah	0	3	0	2	2
Andrews	1	2	0	2	2

Based on these rankings, a calculation was put in place to develop a numerical ranking:

Ranking: (1 being highest)

1 = 5 pts	Based on this criteria, the following resulted:
2 = 4 pts	Clark Partington / Pittman - 26 pts
3 = 3 pts	Jessica Scholl - 23 pts
4 = 2 pts	Roy Andrews - 19 pts
5 = 1 pt	Robert Powell – 19 pts
	Mildred Abdullah – 18 pts



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 21-00745

Districting Commission

9/1/2021

DISCUSSION ITEM

SPONSOR: Diane Mack

SUBJECT:

PRELIMINARY CENSUS NUMBERS

SUMMARY:

With the recent release of the census numbers, this item gives the Commission the opportunity to briefly discuss the preliminary numbers prior to legal counsel being obtained and prior to beginning the districting process.

PRIOR ACTION:

Mid-August - Release of preliminary census numbers

STAFF CONTACT:

Don Kraher, Council Executive

ATTACHMENTS:

1) Preliminary 2020 Pensacola Census Data

PRESENTATION: No



Preliminary 2020 Census Data

Pensacola, FL

Total Population = 54,312

Ideal District Population = 7,759

City District	D1	D2	D3	D4	D5	D6	D7
Total Population	7,674	8,112	7,415	7,890	7,369	8,184	7,668
+/- Ideal DP	-85	+353	-344	+131	-390	+425	-91
% +/- Ideal DP	-1.10%	+4.55%	-4.43%	+1.69%	-5.03%	+5.48%	-1.17%