



## City of Long Beach

*Working Together to Serve*

### Office of the City Attorney

## Memorandum

**DATE:** August 19, 2021

**To:** Independent Redistricting Commissioners

**FROM:** Amy R. Webber, Deputy City Attorney

**SUBJECT:** Changes to Agenda

---

As we move into the mapping phase of the redistricting process, Commissioners may notice two changes to the Independent Redistricting (“Commission”) agenda, to ensure continued compliance with the IRC Bylaws and the Brown Act.

First, the following language will be added to the Agenda after “Adjournment”:  
“Pursuant to IRC Bylaws, Rule 2, the meeting shall conclude by [Meeting time plus three hours], unless extended by majority vote of the Commission.” In the event a meeting runs long, the Commission will have the opportunity to vote on the issue, consistent with the Bylaws.

Second, the “Remarks from Redistricting Commission Staff” and “Remarks from the Chair and Commissioners” on the Agenda will be replaced with “Announcements.” The purpose of this change is to ensure that there are no violations of the Brown Act, consistent with California Government Code section 54954.2(a)(2), which prohibits action or discussion on any item not appearing on the posted agenda. Violations of the Brown Act can result in civil and criminal penalties, and this eliminates opportunities for inadvertent violations.

If commissioners wish to place an item on the agenda for discussion at a meeting, Rule 12 of the Bylaws provides the process: “Agenda. City staff in consultation with the Chair and Vice Chair shall set the Agenda for Commission meetings. If a member requests an item be added to a meeting Agenda, the member shall notify City staff no less than a week prior to the meeting date.”

If commissioners have questions, they should be directed via email to Kevin, Bradley or JT who can assign them to the appropriate staff for response and provide the answer to the entire commission either via email or on the Commission website.

Thank you for attention to this matter.

ARW

Independent Redistricting Commissioners  
August 19, 2021  
Page 2

document2

cc: Kevin Jackson, Deputy City Manager  
Bradley Bounds, City Manager's Office  
JT Nagayama, City Clerk Analyst