

**CITY OF DAPHNE
1705 MAIN STREET, DAPHNE, AL
CITY COUNCIL WORK SESSION AGENDA
December 11, 2023
6:00pm**

1. DISCUSS:

- a. SARPC Redistricting Kick-off Presentation

2. ANYTHING ELSE THAT IS DEEMED NECESSARY

3. ADJOURN

September 26, 2023

Dear Candace,

It was a pleasure meeting with you and Jessica today to discuss the redistricting project for the City of Daphne.

Below is a summary of the main items Sarah and I discussed with you all today involving the redistricting project that you can share with the City Council.

- We will use 2020 Census Block data to calculate an accurate count of the city's population. Although this data source is somewhat dated, it is a 100% count opposed to an estimate and it is considered a credible and reliable source that will hold up in court if challenged.
- To begin, we will first look at the 2020 population numbers compared with the current districts to see where the deviations are. We will do this by creating maps for the Council using ESRI's Districting for ArcGIS software, that show the current deviations in population between the current council districts using the Census' 2020 block data joined with the 2020 redistricting data.
- Next we will create preliminary maps that show and suggest a variety of possible redistricting plans to achieve a $\pm$ 5% deviation between each district, as required by the Code of Alabama and the Voting Rights Act. We will try to make the least amount of changes possible to the existing districts while keeping within the 5% threshold.
- We will consult with the City Attorney to draft and adopt redistricting guidelines specific to the city of Daphne to account for the projected growth of the city over the next 2 years. Due to the amount of development and annexations the city is experiencing, it is important to account for what the actual population will be in Daphne in 2025. We will use traditional redistricting methods but the 2020 population data will not change, while the actual population of Daphne will increase substantially, most likely in District 4. Legal guidance will be needed to determine the best approach in modifying the data, and through a democratic process, Council will vote to approve and adopt the redistricting plan.
- We will work with Council at multiple workshops to receive input and suggestions from each Council member as to how they would like to adjust the boundaries of each district until the desired outcome is achieved.
- We will obtain the physical address of each Council member from the City Clerk to ensure each Council member's address is located within their council district.
- We will determine if there is a Majority-Minority district in which the majority (51% or more) of the constituents in the district who are of voting age, are racial or ethnic minorities (as opposed to non-Hispanic whites in the U.S.), per Section 2 of the Voting Rights Act. If it is determined there is a Majority-Minority district, we will ensure the district remains as such.
- We will analyze annual growth trends to determine a projected population of Daphne by April 2025. We will work with the Council and the City Attorney to determine the projected growth in the city, particularly in areas where new annexations have occurred and the properties are currently undeveloped.

- We will create a master redistricting file in Excel to compile all of the race, ethnicity, and population data. Once all of the data is compiled, we will provide all digital Excel files to the city containing spreadsheets and data tables that document the race, ethnicity, total population, and voter age population (VAP) of each resident in each council district. This information is no longer required to be provided to the Department of Justice, but the requirements can change at any given time, and the city will have this documentation on hand if required by the DOJ as well as if ever subpoenaed by the courts if the redistricting is challenged.
- We will work with Baldwin County GIS department to ensure we have the most accurate corporate limits boundary and all the annexations are accounted for.
- We will include the physical address of all polling locations for all districts on the maps.
- Once the maps are finalized, we will print and mount on foam board, wall-sized maps of each district (3' x 3'), with their polling locations, including a map showing all of the districts, for a total of eight (8) maps to present at public hearings. Additionally, we will create an online map (Story Map) for publishing on the city's website that is user friendly and interactive for the user.
- Once the maps are finalized, we will describe each council district by metes and bounds legal description.
- The redistricting maps and legal descriptions are considered an ordinance and will be introduced and advertised as such, following the posting and advertising requirements per the Code of Alabama and the city of Daphne.
- The duration of the project is expected to take approximately 2-3 months to complete aside from the public hearings and Council advertising timelines. We will begin work once the terms of the contract are accepted and approved by Council. The work on this project will be conducted over time and not during a successive 8–12-week time period. The new maps must be approved and adopted six (6) months prior to the next municipal election, which is April 2025. We will begin the process by November 2023, or a date decided upon by Council, but will refrain from adopting the final maps until closer to the due date of April 2025 to ensure the districts don't vary more than 5%. This is due to the ongoing development of new subdivisions and the number of annexations that will occur between the present date and April 2025.
- Since SARPC is a non-profit entity, the city will not be required to advertise for RFQ's through the state's bid law process.
- SARPC will charge the city our current Board-approved rate of \$125 per hour to conduct the project, not to exceed a total amount of \$30,000. SARPC will invoice the city by the terms of a mutually approved schedule and invoicing system. A final invoice will be sent to the city upon completion of the project.

A breakdown of staff time and fees is as follows:

\$30,000.00 divided by \$125.00 per hour equals 240 hours

240 hours divided by 40 hours per week equals 6 weeks

It will take SARPC a minimum of 8-12 non-consecutive weeks to complete the project.

While the preliminary process will begin this year, final maps won't be created until closer to 2025 due to the possible increases in population between 2023 and 2025, particularly in District 4. Adjustments will need to be made to the preliminary maps before adoption to ensure the deviations are within the $\pm 5\%$ thresholds.

The entire process will be lengthy so it's best to start now.

- We will record the adopted maps and legal descriptions at the Judge of Probate's Office and the Board of Registrar's Office.
- Deliverables from the project will include:
 - Seven (7) 3' x 3' mounted maps of each district
 - One (1) 3' x 3' (or larger if needed) mounted map of all districts
 - Eight (8) digital maps in pdf format (7 individual and 1 map showing all districts)
 - Seven (7) legal descriptions
 - All GIS data shapefiles
 - One (1) online, interactive Story Map for website
 - Copy of adopted redistricting plan
 - All digital Excel files containing the master redistricting files

Please let me know if you or the Council have any questions. I know this is a lot of information to read, so I'm happy and available to attend a workshop at any time to explain the process if needed.

We look forward to working with the city of Daphne and hope you will rely on us for any other services we provide that you may be in need of.

Thank You,

Nicole Taylor
Director of Community Planning and Development
South Alabama Regional Planning Commission

