## CITY OF PASADENA REDISTRICTING TASK FORCE SPECIAL MEETING MINUTES

## **SEPTEMBER 29, 2001** PASADENA CITY HALL MANAGEMENT CONFERENCE ROOM 323 8:30 A.M.

Members Present: Gilbert Cadena, Bill Crowfoot, Vannia De La Cuba,

Michael Coppess (arrived at 8:44 a.m.), Marguerite Hougasian,

Richard McDonald, Jean Owen, Timothy Wendler

Members Absent:

Joel Bryant

Staff Present:

Scott Rasmussen, Assistant City Attorney Prentice Deadrick, Assistant City Manager

Jane Rodriguez, City Clerk

#### L CALL TO ORDER/ROLL CALL

Chair Crowfoot called the meeting to order at 8:38 a.m.

PUBLIC COMMENT - LIMITED TO ITEMS ON THIS SPECIAL MEETING II. AGENDA (Please limit comments to 3 minutes each.)

There were no public comments.

#### III. CONSIDERATION OF CANDIDATES FOR REDISTRICTING CONSULTANT

The Committee discussed the process in which to conduct the interviews and rating process.

It was the consensus of the Task Force to distribute the questions to the candidates versus having different members ask the interview questions.

Discussion ensued concerning the attorney services included in the proposals of Guerra and Associates and National Demographics Corporation. It was noted that Guerra and Associates provided written clarification concerning the attorney services referenced in their proposal. Staff distributed correspondence from Guerra and Associates.

The Task Force conducted half-hour interviews with the following candidates:

National Demographics Corporation Guerra and Associates Institute for Urban Research and Development Pactech Data and Research, Inc.

Following the four interviews, the Task Force discussed the oral interviews and rated the candidates. The group rated scores for the interviews conducted were as follows:

Pactech Data and Research, Inc.	88.13
National Demographics	81.63
Guerra & Associates	81.00
Institute for Urban Research and Development, Pasadena	65.63

The City Clerk reported the combined totals for the written responses and oral interviews were as follows:

Pactech Data and Research, Inc.	177.39
National Demographics	160.35
Guerra & Associates	158.50
Institute for Urban Research and Development, Pasadena	151.77

It was the consensus of the Task Force to recommend to City Council approval of a contract with Pactech Data and Research for Redistricting Consultant services.

# IV. UPDATE ON REQUEST FOR PROPOSAL PROCESS FOR PUBLIC OUTREACH CONSULTANT

Ms. Jane Rodriguez, City Clerk, informed the Task Force that the request for proposals for the outreach consultant had been distributed to eight firms to date; the proposals were due to her office on Tuesday, October 9, 2001, and the contract would be handled administratively once selected. Task Force members expressed a desire to review the proposals. The City Clerk stated the proposals would be copied for the next meeting.

### V. ADJOURNMENT

The Redistricting Task Force meeting adjourned at 12:10 p.m.

Bill Crowfoot, Chair Redistricting Task Force

Jane Rodriguez Citv Clerk