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**AD HOC REDISTRICTING COMMITTEE MEETING**

**Chino Basin Water Conservation District  
4594 San Bernardino Street  
Montclair, CA 91763**

**Monday, May 10, 2021**

**M I N U T E S**

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**CALL TO ORDER** – Director Ligtenberg called the meeting to order at 10:01 a.m.

**ROLL CALL**

Committee Members Present:        Director Gil Aldaco  
   Director Mark Ligtenberg

Committee Members Absent:        Committee Chair Margaret Hamilton

General Counsel Present:            Leland McElhaney, Esq.

Staff Present:                            Executive Director Elizabeth Skrzat  
   Administrative Services Manager Toyasha Sebbag  
   Senior Administrative Assistant Jerry Mireles

Guests Present:                        Bear Demographics & Research Andrew Westall  
   Bear Demographics & Research David Ely  
   Olson Remcho Kristen Rogers  
   National Demographics Corporation Douglas Johnson  
   National Demographics Corporation Jeff Simonetti

**ADDITIONS OR CHANGES TO THE AGENDA** – None.

**PRESENTATIONS** – None.

**PUBLIC COMMUNICATIONS** – None.

**DISCUSSION ITEMS**

- 1. Interview of Redistricting Consultant(s)**

Executive Director Elizabeth Skrzat presented the item to the Ad Hoc Committee for the review, discussion, and direction to staff and to the Board regarding recommendation to hire a redistricting consultant. On April 12, 2021, the Board authorized the release of a RFP for Redistricting Services. Two consultants responded to the RFP: Bear Demographics & Research LLC and National Demographics Corporation. Both consultants were interviewed by the Ad Hoc Committee and District staff to present their qualifications and preliminary scope of work to best ascertain which consultant is best suited in meeting the needs of the District.

Bear Demographics & Research presented first. Director Aldaco started off the interview detailing the preliminary scope of work and why the District decided to look for a consultant. Bear Demographics & Research Andrew Westall introduced himself along with his project team member David Ely and Legal Counsel firm Kristen Rogers from Olsen Remcho. Mr. Westall began by emphasizing his team's experience in the redistricting field. Mr. Westall discussed the population growth of all the cities' location within the District, the feasibility of transitioning from 7 districts to 5 and proposed timeline that the consultant will pursue over a year.

Mr. Westall reported the State will have the data completed to the census by August 16<sup>th</sup> and September 23<sup>rd</sup>. Ms. Skrzat asked to confirm the dates and Mr. Westall confirmed the State should have the data by those dates. Mr. Westall discussed the cost proposal and all other rates the consultant will charge.

Senior Administrative Assistant requested that the Committee pass a motion to extend the interview by 15 minutes to have enough time for Q & A. Director Aldaco made a motion to extend the interview time from 30 to 45 minutes. Motioned was seconded by Director Ligtenberg.

Administrative Services Manager Sebbag asked what makes Bear Demographics Services different from their competitors. Mr. Westall added the pricing is very competitive since they have little overhead and highlighted their knowledge and experience in the field of redistricting.

Bear Demographics concluded their interview and the Committee and staff commended them for their efforts.

National Demographics Corporation presented second. Director Aldaco started off the interview detailing the preliminary scope of work and why the District decided to look for a consultant. National Demographics Corporation Douglas Johnson began by highlighting their organization's experience in the field of redistricting. Mr. Johnson pursued to Q & A and Director Aldaco asked the consultant to define the term "still balanced" under the scope of services the consultant provided. Mr. Johnson responded that the still balanced cost proposal is for agencies who's population has not changed since the 2010 Census; therefore, for these cases, there is an option for a much less costly proposal. Ms. Skrzat added there

has been population growth in the City of Ontario and the district is not likely to be in compliance with that option.

Director Ligtenberg asked if the consultant thinks there would be any public participation in attending the public hearings for redistricting. Mr. Johnson indicated it would be unlikely that the public participates on this issue. National Demographics Corporation concluded their interview and the Committee and District staff commended them for their efforts.

Director Aldaco recommended proceeding forward to award Bear Demographics & Research as the consultant for redistricting services. Director Ligtenberg stated that both consultants are qualified with a lot of experience and commended both consultants on their services. Director Ligtenberg added Bear Demographics & Research may be more responsive to the district's needs.

Ms. Sebbag agreed with the Committees assessment and preferred Bear Demographics & Research. Ms. Skrzat indicated Bear Demographics & Research outlined the district's needs and met those qualifications. Ad Hoc Committee concluded they liked that Bear Demographics & Research is a small company with the owner acting as project manager and with the feeling that Bear Demographics & Research would be more responsive to the district.

Director Aldaco made a motion to recommend to the Board to hire Bear Demographics & Research as a redistricting consultant. Motion was seconded by Director Ligtenberg.

**Motion carried on 2-0-0-1 vote to recommend to the Board to hire Bear Demographics & Research as a redistricting consultant.**

**MOVED: Aldaco**

**SECONDED: Ligtenberg**

**APPROVED: 2-0-0-1**

AYES: Aldaco, Ligtenberg

NOES: None

ABSTAIN: None

ABSENT: Hamilton

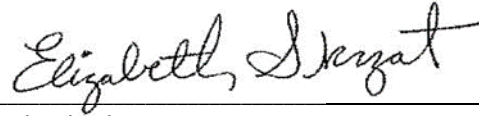
**CLOSED SESSION** – None.

**REPORTABLE ACTION** – None.

**ADJOURN**

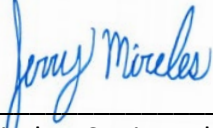
**Director Ligtenberg adjourned the meeting at 11:31 a.m. to the next Regular Meeting of the Chino Basin Water Conservation District, to be held on June 14, 2021 at 2:00 p.m. online at: <https://zoom.us/j/98961622935>.**

**APPROVED AND ADOPTED THIS 14<sup>th</sup> DAY of June 2021.**



Elizabeth Skrzat, Executive Director

ATTEST:



Jerry Mireles, Senior Administrative Assistant