

VAN BUREN COUNTY APPORTIONMENT BOARD

Members:

Prosecuting Attorney

County Clerk

County Treasurer

Democratic Party Chair

Republican Party Chair

Susan Zuiderveen

Suzie Roehm

Trisha Nesbitt

Annie Brown

Matt Nilson

All acts subject to:

- 1. Freedom of Information**
- 2. Open Meetings**

Rules:

- 1. As adopted by Commission**
- 2. Majority Vote**
- 3. Quorum is 3**

**VAN BUREN COUNTY
GUIDELINES FOR APPORTIONMENT
2021**

1. All districts shall be single-member districts and as nearly of equal population as practicable. (see below)
2. All districts shall be contiguous.
3. All districts shall be compact and of as nearly square shape as is practicable, depending on the geography of the county area involved.
4. No townships, or part thereof, shall be combined with any city, or part thereof, for a single district, unless such combination is needed to meet the population standard.
5. Townships, cities and villages shall generally be divided only if necessary to meet the population standard.
6. Precincts shall be divided only if necessary to meet the population standard.
7. Districts shall not be drawn to effect partisan political advantage.

The standard is Equal Population. A percentage deviation is allowed:

1. Determine the number of Commissioner Districts and divide the total number of county residents submitted by the Census Bureau. This will be the average or median.
2. Start putting together districts – taking into account the median.
3. Multiply your median population by 1.0595. This will give you what your highest populated district should be:
Median x 1.0595 = Highest Population
4. Multiply what your lowest populated district should be:
Median x .9405 = Lowest Population

TUSCOLA COUNTY CASE ESTABLISHED THE 11.9% - RANGE OF DEVIATION.

1.0595 - .9405 = 11.9%

Example: 7 Commissioners, Population 75,000, Median 10,714
Highest (x1.0595) 11,351 Lowest (x.9405) 10,077

VAN BUREN COUNTY APPORTIONMENT COMMISSION

TIME FRAMES – 2021

Key	Publication of Census Figures
15 days	Secretary of State furnishes numbers to County Clerk
60 days	Days for County Apportionment Committee to act
60 days (not more than)	Days to file with County Clerk
30 days (after plan filed)	Days registered voter may petition the Court of Appeals to determine legalities
90 + days	Days to appeal to the Supreme Court
30 – 60 days	Days for Court of Appeals to grant more time
30 – 60 days	Days if Apportionment Committee fails to submit, registered voter may submit a plan to be chosen and filed with the County Clerk
30 days	Days after time for appeals is exhausted. Final apportionment until 2030.

2021

**VAN BUREN COUNTY APPORTIONMENT COMMISSION
RULES OF PROCEDURE**

1. In accordance with the law, three or more members of the Commission represent a quorum at any meeting. A majority vote of the quorum present is required so that action can be taken.
2. All meetings of the Apportionment Commission shall be held in compliance with the Open Meetings Act (Act #267 of Public Act 1976). Public notice of time, date and place of meeting shall be given as required by such act. (MCL 46.403 sec 3(2))
3. Any writing prepared, owned, used in the possession of, or retained by the Commission in the performance of an official function shall be available to the public in compliance with Act #442 of Public Act 1976 (Freedom of Informatino Act). (MCL 46.403 sec 3(2))
4. Meetings of the Commission shall be set as follows:
 - a. By majority vote of members present at the meeting
 - b. Upon call of the Chairman
 - c. Upon a signed written request to the Chairman by three members
5. In apportioning the county into commission districts, the Commission shall be governed by the guidelines in MCL 46.404, sec. 4 and pertinent to federal and state court rulings.
6. The sum of all cities, townships and villages in the county shall be used as the total County population figure in preparing a plan.
7. Only members of the Commission may submit plans except as otherwise provided by law. (MCL 46.407, sec 7)
8. Each plan submitted shall contain the following information:
 - a. One Van Buren County map that clearly identifies each proposed Commissioner district and shall be made available in the Office of the County Clerk for inspection purposes.
 - b. Seven copies of detailed census information that clearly indicates the population figures in each proposed district shall be made available. One copy shall be used for verification purposes. One copy shall be made available in the Office of the County Clerk for inspection purposes. The Chairperson shall have one copy sent to each of the five Apportionment Commissioners within 24 hours after receipt for their consideration.

- c. A word description of each district shall be made available for clarification purposes.
- 9. The County Clerk shall have delivered to each member all census information within 14 days after the effective date the Secretary of State of Michigan certifies the Federal Census figures.
- 10. All plans shall be submitted to the County Clerk's Office within 33 days after the effective date the Secretary of State certifies the census. The County Clerk's office shall time stamp, assign a number and indicate the author's name on each plan received.
- 11. The author of each plan may make amendments to his or her plan for the purpose of making adjustments to district lines and/or population figures. Amendments that basically represent a whole new plan shall not be permitted.
- 12. Errors found in the verification process of a plan shall be noted in writing and the Chairperson shall make six copies of the noted errors and shall have one copy made available in the Office of the County Clerk. One copy shall be sent within 24 hours to each of the five Commissioner. If a plan is verified as being correct, the Chairperson shall have each member notified in writing. Correction errors shall be made by the author in the form of an amendment to the plan.
- 13. Amendments shall be delivered to the County Clerk's Office within 40 days after the effective date the Secretary of State certifies the census.
- 14. Amendments to each plan shall contain the same information required in number 8 of these Rules of Procedure as well as the author's name and the assigned plan number.
- 15. A final plan shall be verified and approved by the Commission within 60 days from the effective date the Secretary of State certifies the census.

APPROVED BY THE APPORTIONMENT COMMISSION ON _____.

_____, Chairperson

Van Buren County Apportionment Commission