

**GLADWIN 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. The sum of all cities, townships and villages in the County shall be used as the total County population figure in preparing a plan.
3. Only members of the Commission may submit plans as otherwise provided by law.
4. No one commissioner shall submit more than three plans at one meeting.
5. Each plan submitted shall contain the following information:
 - A. One Gladwin County map that clearly identifies each proposed commissioner district 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 Chairman shall have one copy sent to each of the five commissioners within 24 hours after receipt for their consideration.
 - C. A word description of each district shall be made available for clarification purposes.
6. 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.
7. All plans shall be submitted to the Office of the County Clerk 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.
8. 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.
9. Errors found in the verification process of a plan shall be noted in writing. The Chairman 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 also be sent within 24 hours to each of the five commissioners. If a plan is verified as being correct, the Chairman shall have each member notified in writing.


Corrections of errors shall be made by the author in the form of an amendment to the plan.

10. Amendments shall be delivered to the Office of the County Clerk within 40 days after the effective date the Secretary of State certifies the Census.
11. Amendments to each plan shall contain the same information required in number 5A, 5B and 5C of these Rules and Procedures as well as author's name and the assigned plan number.
12. 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.
13. Meetings of the Commission shall be set as follows:
 - A. Upon call of the Chairman
 - B. Upon a signed, written request to the Chairman by three members
 - C. By majority vote of the members present at the meeting
14. Meetings call shall conform to the open meetings provision of the law.

APPROVED BY THE APPORTIONMENT COMMISSION ON:

6/3/2021

Gladwin County Apportionment Commission



Aaron Miller, Prosecutor



Karrie Hulme, Clerk



Christy Van Tien, Treasurer



Corrine Wood, Republican Chair



Michael Fields, Democratic Chair

GLADWIN COUNTY 2021 APPORTIONMENT COMMISSION

Members:

County Clerk	Karrie Hulme
County Treasurer	Christy VanTiem
Prosecuting Attorney	Aaron Miller
Republican Chairman	Corrine Wood
Democratic Chairman	Michael Fields

All Acts Subject to:

1. Freedom of Information
2. Open Meetings

Rules:

1. As Adopted by Commission
2. Majority Vote
3. Quorum is 3

GLADWIN COUNTY GUIDELINES FOR APPORTIONMENT

1. Contiguous
2. Compact and Square
3. Townships, cities, and villages shall generally not be divided.
4. A population deviation of 11.9% from the average is allowed.
5. Precincts shall not be divided except to meet population guidelines.
6. No partisan political advantage

The Final Plan is subject to review, not the process for which the Commission reached the final apportionment.

Key	Publication of Census Figures
15 days	Secretary of State furnishes numbers to County Clerk.
60 days	Days for County Apportionment Board to act.
60 (not more than)	Days to file with County Clerk.
30 (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 the Court of Appeals to grant more time.
30-60 days	Days if Apportionment Commission 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 year 2020 figures.

HOW THE PERCENTAGE OF DEVIATION IS DETERMINED – COMMISSIONER APPORTIONMENT

(Committee is formed by statute after Census is taken and consists of the Prosecutor, Clerk, Treasurer, Chair of the Republican Party, and Chair of the Democratic Party)

1. Determine the number of Commissioner Districts.
2. Determine your average population per district by dividing the number of Commissioner Districts by the total number of county residents per recent statistics issued by Census Bureau.
3. Assign districts based on the average population.
4. To determine a maximum difference, subtract the lowest population from the highest population of each district.
5. Divide the highest population district by the average. Then Divide the lowest population district by the average. Subtract the lower from the higher to get your Range of Deviation. This should be no more than 11.9%.