



Anthony G. Forlini

Macomb County Clerk
Register of Deeds

Kathy Smith
Chief Deputy Clerk

Jennifer Walker
Deputy Register of Deeds

Macomb County Apportionment Commission

NOTICE OF SPECIAL MEETING

Date/Time: Wednesday, July 28, 2021 at 11:00am

Location: Macomb County Board of Commissioners Auditorium
One South Main Street, 9th Floor, Mount Clemens, Michigan

MEETING AGENDA

- 1) Call to Order
- 2) Roll Call
- 3) Adoption of Agenda
- 4) Public Participation (*limited to three minutes*)
- 5) Election of Officers
 - a) Chairperson
 - b) Secretary
- 6) Adoption of Rules of Procedure
 - a) Robert's Rules of Order
- 7) Receive and File: Article IV, Section 4.1 and Article V of Macomb County Charter
- 8) Presentation from Planning and Economic Development (PED) regarding Census data and role of PED in plan review process
- 9) Receive and File: "Request for Authorization to Review Information Regarding Activities of the Macomb County Apportionment Commission"
- 10) Receive and File: "Format and Information Required of Apportionment Plans Submitted"
- 11) Receive and File: "Plan Review Procedure"
- 12) Discussion of Budget
- 13) Establish Tentative Meeting Schedule
- 14) Old Business
- 15) New Business
- 16) Public Participation (*limited to three minutes*)
- 17) Adjournment

Macomb County Election Department

32 Market Street • Mount Clemens, MI 48043-5640
586-469-5209 • macombgov.org/elections • elections@macombgov.org

ARTICLE IV

LEGISLATIVE

Section 4.1 Commission

The Commission is created and the legislative power of the County is vested in the Commission. The Commission consists of 13 members elected for terms concurrent with State Representatives on a partisan basis from single member districts established by the County Apportionment Commission as provided in Article V.

Section 4.2 Qualifications of a Commissioner

A person who is a registered and qualified elector in the Commissioner district where the person resides as of the deadline for filing to run for the office of Commissioner is qualified to serve as a Commissioner for that district, unless the person is otherwise prohibited by law from holding the office of Commissioner.

Section 4.3 Meetings, Rules, and Procedures

At the first meeting of each new term, the Commission shall elect a chairperson and its other officers and establish its rules of procedure and its regular monthly meeting schedule. A Majority of the Commission constitutes a quorum.

Section 4.4 Powers and Duties

In addition to other powers and duties prescribed in this Charter, the Commission may:

- (a) Adopt, amend, or repeal ordinances or resolutions;
- (b) Establish committees of the Commission necessary to efficiently conduct the business of the Commission;
- (c) Appropriate funds, levy taxes, fees, and other charges, and authorize borrowing as provided by this Charter and applicable laws;
- (d) Approve contracts of the County;
- (e) Approve or reject appointments by the Executive as provided by this Charter;
- (f) Override a veto by the Executive within 30 days by at least 2/3 of the Commissioners serving;
- (g) Subpoena individuals, compel the production of records, and administer oaths;
- (h) Appoint, approve, and remove members of committees, boards, and commissions as provided by this Charter or law;
- (i) Submit tax and ballot proposals to the electorate; and
- (j) Exercise any power granted by law to charter or general law counties unless otherwise provided by this Charter.

attorneys licensed to practice law in Michigan. The independent counsel shall not be an Employee of the County.

ARTICLE V

APPORTIONMENT AND ELECTIONS

Section 5.1 Apportionment of County Commission Districts

The County Apportionment Commission shall establish Commission districts in the manner required by law within 60 days after the most recent final decennial census figures are certified by the United States Government. The districts shall be contiguous, compact, and as nearly square as practicable, depending on the geography of County area involved, without regard to partisan political advantage. The districts shall be drawn so that each city and township has the largest possible number of complete districts within its boundaries before any part of the city or township is joined to territory outside the boundaries of the city or township to form a district. All districts shall be single member districts and as equal in population as practicable. Townships, villages, cities, and precincts shall be divided only if necessary to meet the population standard.

Section 5.2 County Apportionment Commission

Unless otherwise required by law, the County Apportionment Commission consists of the County Clerk, the County Treasurer, the Prosecuting Attorney, and the statutory County chairperson of each of the 2 political parties whose candidates for Secretary of State received the most votes in the last election for that office. If the County does not have a statutory chairperson of a political party, the 2 additional members shall be a party representative from each of the 2 political parties receiving the greatest number of votes cast for the office of secretary of state in the last preceding general election and appointed by the chairperson of the state central committee for each of the political parties. The County Clerk convenes the Commission and the County Apportionment Commission shall adopt rules of procedure. Three members of the County Apportionment Commission shall constitute a quorum. All action is by Majority.

Section 5.3 Apportionment Procedure

Unless otherwise required by law, the County Apportionment Commission shall file an apportionment plan with the County Clerk, at which time the plan shall become effective. If the County Apportionment Commission has failed to submit a plan for the County within 60 days but not less than 30 days after the latest official published census figures are available or an extension granted by the Court of Appeals, any registered voter may submit a plan to the County Apportionment Commission for approval. From the plans submitted, the County Apportionment Commission shall choose a plan meeting the requirements of law. The plan chosen by the County Apportionment Commission shall be filed with the County Clerk within 30 days of the initial or extended deadline for filing its plan, at which time the plan shall become effective.

Section 5.4 Appeal of an Apportionment Plan

Unless otherwise provided by law, any registered voter of the County may, within 30 days of the filing of the plan with the County Clerk, petition the Court of Appeals to determine if the plan complies with the law and this Charter. A decision of the Court of Appeals may be appealed to the State Supreme Court as provided by law.

Section 5.5 Final Apportionment Plan

A final apportionment plan is effective until a new plan is adopted after release of the next United States official decennial census figures.

Section 5.6 Elections

The election of Countywide Elected Officials and Commissioners shall be conducted at the times and in the manner required by this Charter and law.

ARTICLE VI

DEPARTMENTS HEADED BY COUNTYWIDE ELECTED OFFICIALS

Section 6.1 Sheriff

The department of sheriff is created. The head of the department is the elected sheriff.

6.1.1 The powers and duties of the department are those provided by law for a county sheriff.

6.1.2 The department may contract with units of government within the County to provide services to such units upon approval of the Executive and the Commission.

Section 6.2 Prosecuting Attorney

The department of prosecuting attorney is created. The head of the department is the elected prosecuting attorney.

6.2.1 The powers and duties of the department are those provided by law for a prosecuting attorney.

Section 6.3 County Clerk and Register of Deeds

The departments of county clerk and register of deeds are created and shall remain combined as they existed at the effective date of this Charter. The head of the combined departments is the elected county clerk.

**REQUEST FOR AUTHORIZATION
TO REVIEW INFORMATION
REGARDING ACTIVITIES OF THE**

MACOMB COUNTY APPORTIONMENT COMMISSION (MCAC)

In addressing its responsibilities to develop an apportionment plan for Macomb County Commissioner Districts based on the 2020 U.S. Census, the MCAC has adopted the following procedures for information requests concerning its activities:

- ◆ In the development of a proposed plan, information will be available through the Macomb County Department of Planning and Economic Development at cost.
- ◆ Information requests by an individual member of the MCAC or any other person will be made through and must be authorized by the Chairperson of the MCAC.
- ◆ Copies of information received and copies of this record will be provided to all members of the MCAC.

NAME/AFFILIATION: _____

ADDRESS _____

PHONE _____

E-MAIL _____

REQUEST: _____

RESPONSE: _____

AUTHORIZATION: _____ **DATE:** _____

Chairperson, Macomb County Apportionment Commission

cc: Macomb County Apportionment Commission Members

**FORMAT AND INFORMATION REQUIRED OF
APPORTIONMENT PLANS SUBMITTED**

MACOMB COUNTY APPORTIONMENT COMMISSION

All plans submitted for consideration to the Macomb County Apportionment Commission should contain the following information:

- 1) Population of each district, broken down by community. The total of all districts must include every person in the 2020 U.S. Census. (Tract, Block Group, or Block Populations only need to be detailed when a community is split)

SEE EXHIBIT 1 FOR AN EXAMPLE

- 2) A Macomb County map that clearly defines each proposed district
- 3) Paper and Electronic Filing – The proposed population breakdowns of each district (described in item #1) shall be submitted in paper format and electronic format (MS Excel on a USB flash drive)

District 9 2020 Voting District	Population
Harrison Township	24,461
Mount Clemens	17,312
(Clinton) 0991652000002	656
(Clinton) 0991652000006	2,489
(Clinton) 0991652000008	2,356
(Clinton) 0991652000009	1,294
(Clinton) 0991652000012	1,474
(Clinton) 0991652000014	1,383
(Clinton) 0991652000015	1,768
(Clinton) 0991652000021	1,043
(Clinton) 0991652000022	2,621
(Clinton) 0991652000030	2,265
Total	59,122

EXHIBIT 1

PLAN REVIEW PROCEDURE

MACOMB COUNTY APPORTIONMENT COMMISSION

1. Members of the Macomb County Apportionment Commission may develop proposed plans
2. Plans are to be filed with the Macomb County Clerk's Office – Election Department
3. In the development of the proposed plan, information will be available through the Macomb County Department of Planning and Economic Development at cost.
4. Information requests by an individual member of the Macomb County Apportionment Commission will be made through and must be authorized by the chairperson of the Macomb County Apportionment Commission.
5. Information made available to any one member will also be made available to other members of the commission.
6. Verification of the proposed plans will be the responsibility of the Macomb County Department of Planning and Economic Development.
7. The Macomb County Department of Planning and Economic Development will verify only those proposed plans as authorized by the Macomb County Apportionment Commission through the chairperson.
8. Proposed plans will be verified to determine their consistency with official figures available from the United States Census Bureau for 2020.
9. The verification results of a proposed plan will be presented to the Macomb County Apportionment Commission.