

**MUSKEGON COUNTY APPORTIONMENT  
COMMISSION 2011  
MINUTES**

Hall of Justice  
990 Terrace, 4<sup>th</sup> Floor  
Muskegon, MI 49442  
Wednesday, April 13, 2011  
1:00 p.m.

Tony Moulatsiotis, Muskegon County Treasurer, Chairman  
Tony Tague, Muskegon County Prosecutor  
Nancy A. Waters, Muskegon County Clerk  
Steve Markel, Democratic Party Chair  
Christina Achterhoff, Republican Party Chair

Tony Moulatsiotis, Muskegon County Treasurer, Chairman, Presiding.

The meeting was called to order at 1:07 p.m. by Chairman Moulatsiotis.

**Roll Call:**

Present: Tony Moulatsiotis, Tony Tague, Steve Markel, Christina Achterhoff,  
Nancy A. Waters

Absent: None.

Also Present: County Commissioners I. John Snider, II, Marv Engle, Rillastine Wilkins, Bob Scolnik, Equalization GIS Thomas Van Bruggen, Register of Deeds Mark Fairchild, Egelston Township Clerk Joan Raap, Eric Rothoff, Jim Riley and other public citizens.

**COMMUNICATIONS:**

None.

**OLD BUSINESS:**

Information was presented by Thomas Van Bruggen regarding the Autobound software purchased with the approval of the Apportionment Commission. After receiving the software, County Clerk Waters attended an emergency meeting of County Clerks where she learned that the majority of the Michigan Apportionment Commissions are using a free version of software to prepare maps for proposed boundary lines. In following up with Mr. Van Bruggen, it was also determined that the purchased Autobound tools were not working as hoped and calls for support to Autobound were not returned. Mr. Van Bruggen spoke with the company about returning the product which will be addressed later in this meeting.

**NEW BUSINESS:**

Mr. Van Bruggen presented a demonstration of the Arcview (a program used in the Equalization Department) with the free tools for Apportionment. Included in the demonstration was a review of available reports which can show not only population, but jurisdictions, schools, voting districts, and much more. Also discussed was the naming convention for each plan. Mr. Van Bruggen suggested the proposed maps be named first with the number of Commission Districts, for example, nine (9). A hyphen (-) would be used to separate the first and second number with the second number representing the plan number, for example, the first plan with nine Commission Districts being 9-1 and the second plan with nine Commission Districts being 9-2 and so on. The two numbers would then be followed by the date. If a plan had been submitted for nine commission districts at this meeting, it would be referred to as Plan 9-1 April 13, 2011.

There was discussion regarding prison, jail and juvenile transitional center populations. It was determined that the prison population is not included but the jail and juvenile transitional center population is included in those districts.

2011-15 **RETURN THE ORIGINALLY PURCHASED SOFTWARE FOR A REFUND AND PURCHASE THE LICENSE PORTION AT A COST OF \$600.00**

Moved by Achterhoff, seconded by Tague, to return the originally purchased software for a refund and purchase the license portion at a cost of \$600.00.

**Motion Carried**

It was noted that all communications and requests are to be directed to the County Clerk through her Secretary, Jeanne Pezet, at (231) 724-6316.

**Schedule of Commission Meetings**

The next meeting of the Apportionment Commission was scheduled as follows:

Date: Wednesday, May 4, 2011  
Time: 9:00 a.m. - 1:00 p.m.  
Place: Michael E. Kobza Hall of Justice  
Board of Commissioner Board Room  
990 Terrace, 4<sup>th</sup> floor  
Muskegon, MI 49442

Another meeting was scheduled for:

Date: Wednesday, May 11, 2011  
Time: 1:00 p.m. - 4:00 p.m.  
Place: Michael E. Kobza Hall of Justice  
Board of Commissioner Board Room  
990 Terrace, 4<sup>th</sup> floor  
Muskegon, MI 49442

All meeting notices will be posted to the County Clerk's Apportionment page at:  
<http://www.co.muskegon.mi.us/clerk/apportionment.htm>.

2011-16 **THE COMMISSION WILL STRIVE NOT TO EXCEED A 5% POPULATION DEVIATION FROM THE LARGEST TO SMALLEST DISTRICT UNLESS VOTED OTHERWISE BY A MAJORITY OF THE COMMISSION**

Moved by Tague, seconded by Markel, that, that as a matter of policy, the Commission will strive not to exceed a 5% population deviation from the largest to smallest district unless voted otherwise by a majority of the Commission.

**Motion Carried**

**PUBLIC COMMENT:**

County Commissioner Scolnik urged Apportionment Commission to consider Precinct boundaries. It was noted that these issues were discussed at prior meetings when City of Muskegon Clerk, Ann Becker and Muskegon Township Clerk, Ann Oakes, addressed the board.

Eric Rothoff congratulated the Commission on the savings on software. Mr. Rothoff asked if the public will be able to get a printout of the layout of the school districts, municipality boundaries, etc. It was noted that .pdf maps will be posted to the County Clerk's Apportionment website to be available to the public.

It was noted that a public plan can only be submitted to the State if the Commission fails to submit a plan. The public may submit plans to the Commission to be considered.

**ADJOURN**

2011-17 **MOVED TO ADJOURN**

Moved by Achterhoff, seconded by Tague, to adjourn.

Meeting adjourned at 2:48 p.m.

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Tony Moulatsiotis, Chairman

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Nancy A. Waters, County Clerk

NAW/TM/jmp

Please address comments to the County Clerk by calling (231) 724-6316 or by email at [clerk@co.muskegon.mi.us](mailto:clerk@co.muskegon.mi.us)

**<http://www.co.muskegon.mi.us/clerk/apportionment.htm>**

Preliminary Minutes of April 13th to be approved May 4, 2011.