

**MINUTES**  
**JACKSON COUNTY APPORTIONMENT COMMISSION MEETING**  
**March 29, 2011**  
**5:30 p.m.**  
**County Commission Chambers**

1. **Call to Order** – Chairman Zavislak called the meeting to order at 5:30 p.m.
2. **Roll Call** – Amanda Riska  
Board members present: (5) Zavislak, Coffman, Riska, Choate, and Marquez.  
Others present: Colleen Garety, Sandra Marsh, and Holly Klaft.
3. **Pledge of Allegiance** – Hank Choate asked for the Pledge of Allegiance to be inserted into the agenda.
4. **Public Comment** – None
5. **Approval of the March 17, 2011 Organizational Meeting Minutes**  
Moved by Coffman, seconded by Choate to approve the minutes as presented. Motion carried.
6. **Budget/Publications** – Amanda Riska provided a handout with the publishing costs for legal notices, radio commercials, and a 5-6 minute video on JTV. After much discussion, the commission decided to use free media first. Discussion was also held as to whether a public hearing should be held, or if the current structure of the agenda, which allows public comment at the beginning and end of each meeting, is sufficient. It was agreed by the commission members to continue the meetings with the current agenda format, and if in the future the commission sees a need to expand the allotted time for public comment the rules can be suspended.
7. **Review Census** – Per the request of the Apportionment Commission, Scott Amb reviewed the spreadsheet that he was asked to prepare showing the population changes within the current twelve commission districts.
8. **Review Commission Responsibilities** – Per the request of the Apportionment Commission, Acting County Controller/Administrator Adam Brown provided a list of Boards, Commissions, and Committees that the County Commissioners attend. Karen Coffman stated that she requested clarification regarding which committees are mandated and which committees

are non-mandated. It is Chairman Zavislak's opinion that the term mandated not only encompasses statutory requirements, but also contains assignments that are established by Board policy.

Hank Choate requested to have the total county budget figures that the County Commissioners are responsible for. He also requested to see the amount of savings the County would incur if the number of Commissioners is to decrease. Karen Coffman stated that she could provide that information by e-mail to Hank Choate.

9. **Potential Districts** – Moved by Coffman, seconded by Choate requesting that Scott Ambs prepare maps with 9, 11, and 12 districts. Motion carried.
10. **Review Meeting Schedule** – Two members will be out of the state during the week of April 4 and will not be able to attend the April 6 meeting. Moved by Coffman, seconded by Marquez to modify the current meeting schedule deleting the meeting date of April 6 and adding a meeting date of April 27. Motion carried. A new meeting schedule will be posted.
11. **Public Comment** – None.
12. **Other** – None.
13. **Adjournment** – Moved by Choate, seconded by Marquez to adjourn. Motion carried. The meeting adjourned at 6:27 p.m.