

Irvine Ranch Water District

2018 Public Participation Districting Kit Instructions

Elements of the Public Participation Districting Kit:

1. This instruction sheet.
2. Idea form.
3. "Plan Proposal Submission Map" of total population by block group.
4. "District Plan Proposal Assignment-Excel" file containing population totals by block group.

Additional reference materials are available on the Irvine Ranch Water District (IRWD) website:

<https://www.irwd.com/about-us/district-election-evaluation-process>

Instructions:

Proposed maps must be submitted by Monday, October 15, 2018, 5:00PM

There are three methods listed below to share comments and ideas on IRWD's districting effort.

1. Use any of the methods below to share ideas on districting, director divisions, or develop five director divisions that are nearly equal in population.
 - a. The target division population is 67,430 persons (337,151 [total population of IRWD] divided by 5 [the number of director divisions in the plan]).
 - b. The population spread must be within 10%. Generally, this means that each division's population should approximately be between 64,059 and 70,802 people.
 - c. Divisions must be contiguous, i.e. all areas within a single division must be connected.
2. If you have any questions, please contact Leslie Bonkowski, District Secretary, at (949) 453-5312.

Method 1: Division idea and comment form

1. Download "Idea form" (Word file) from the IRWD website.
2. Fill out the form with any comments or ideas you have on any part of the IRWD's districting efforts. These may include such things as: the concept of districting as a whole (support or oppose), areas or communities of interest that you would like grouped together or split apart, any specific director division boundary ideas, or any other information or comments you would like to share.
3. Submit electronic or scanned copy to:
 - a. Email: comments@irwd.com OR
 - b. Mail paper copy to: Leslie Bonkowski, District Secretary, 15600 Sand Canyon Ave, Irvine, CA 92618

Method 2: Division scenario creation using paper map

1. Download "Plan Proposal Submission Map" (PDF file) from the IRWD website containing:
 - a. Map of total population by block group.
 - b. Note there are two versions: the full map on 11x17" page size and the map on two 8.5x11" page size. Use either map size.
2. With a thick black or dark blue marker, draw five director divisions with population totals of approximately 67,430 people in each division.
3. Submit scanned copy to:

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- a. Email: comments@irwd.com OR
- b. Mail paper copy to: Leslie Bonkowski, District Secretary, 15600 Sand Canyon Ave, Irvine, CA 92618

Method 3: Division scenario creation using Microsoft Excel data file

1. Download "District Plan Proposal Assignment-Excel" (Microsoft Excel file) from the IRWD website containing:
 - a. "Instructions" worksheet contains detailed directions on how to use the file.
 - b. "Author" worksheet is optional. Author may include contact information or summary explanations of their plan.
 - c. "Assignments" worksheet contains the populations by race/ethnicity and a blank column to assign each of the 214 block groups to a director division.
 - d. "Summary" worksheet automatically subtotals and displays the populations by proposed director division as assigned in the "Assignment" worksheet.
 - e. "Reference Map" worksheet contains a reference map of total population by block group.
2. To submit your plan, email the completed Excel file to comments@irwd.com

Submission Process:

Proposed maps must be submitted by Monday, October 15, 2018, 5:00PM

There are two methods to submit your proposed director division plans:

- Electronic submission: email the Excel file OR a scanned copy of your map containing your district assignments to comments@irwd.com OR
- Paper/Hardcopy submission: Please submit hardcopies to the Irvine Ranch Water District Secretary at

Leslie Bonkowski, District Secretary
Irvine Ranch Water District
15600 Sand Canyon Ave
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