

2011 Orange County Supervisorial Redistricting Walkthrough

Redistricting is the process of drawing new boundary lines for public offices that are elected by district, such as the Orange County Board of Supervisors.

This document covers the submittal process for members of the public who wish to submit a proposed plan and includes:

- Contact information for questions
- Submittal Type Option 1: Electronic- General instructions for using online *Maptitude for Redistricting* software from select county locations
- Submittal Type Option 2: Electronic- Instructions for submitting plan created with the desktop *Maptitude for Redistricting* software
- Submittal Type Option 3: Hardcopy- Submittal requirements and process

The goal is population equity where the districts are as nearly equal in population as can be.

When & Where?

- April 4 – May 18, 2011
- There are roughly 30 locations throughout the County that have public access to the online redistricting software. A list of locations and hours can be viewed at:
<http://egov.ocgov.com/ocgov/Government/Redistricting/Public%20Redistricting%20Computer%20Workstations>

Contact information for questions on proposed plans

For questions, please contact (657)-278-4670 or visit CDR during the following business hours from April 4, 2011 – May 18, 2011:

- Mondays and Thursdays April 4 – May 12: 7am – 5pm
- Tuesdays and Wednesdays April 5 - May 17: 8am – 7pm
- Fridays April 8 – May 13: 8am – 5pm
- Saturdays 4/16, 4/30, 5/7, and 5/14: 10am – 2pm
- Wednesday May 18: 8am – 5pm

If you would like to have staff review your plan to verify that all components have been included and/or an initial review of your plan, you must submit plan your by 5:00pm on Wednesday, May 4, 2011. Staff will contact you after review of your plan as workload and time permits.

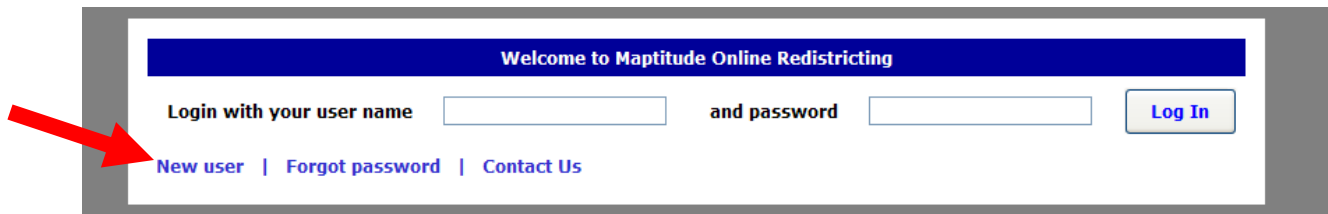
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Option 1-A: Electronic- General instructions for using online *Maptitude for Redistricting* software from select county locations

In order to begin for the first time, you will need to have access to an email account via the internet or smart phone. This is necessary in order to validate your user name, password, and email.

Set Up Your Account

- If you are a first time user, Click “New User”



Welcome to Maptitude Online Redistricting

Login with your user name and password [Log In](#)

[New user](#) | [Forgot password](#) | [Contact Us](#)

- Enter desired user name, password, and email address. **[A]** [If you do not have an email address, you may create one for free at Gmail.com, Yahoo.com, Hotmail.com, etc.]
 - Write down or email yourself the password. You will not be able to have the password reset or sent to you by an administrator.
- Enter the security word or words. **[B]**
- Click “Create User” **[C]**



Maptitude Online Redistricting - Create New User

Desired User Name **[A]**

Password

Confirm Password

The password must be at least 8 characters

User Email Address **[B]**

A link will be sent to the user email address to activate the account

[C]  **[B]**

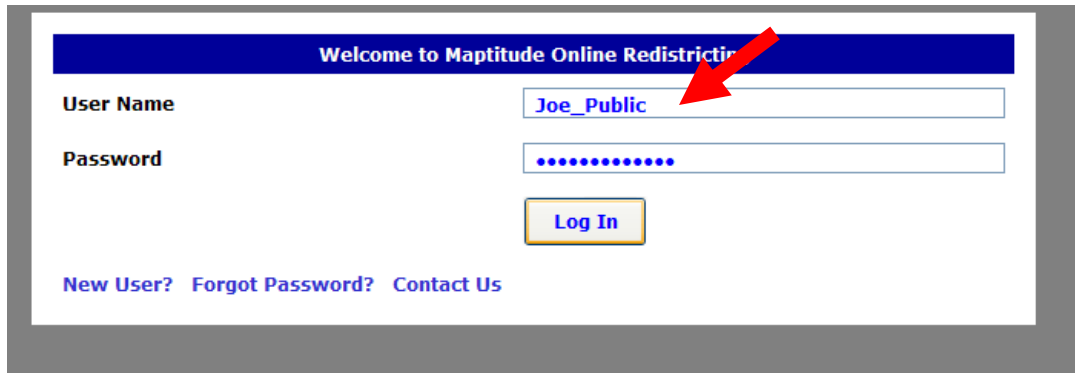
[Create User](#)

Existing User? [Login](#) [Contact Us](#)

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You will receive a confirmation email from Caliper Software asking you to follow a link to confirm creation of your account.

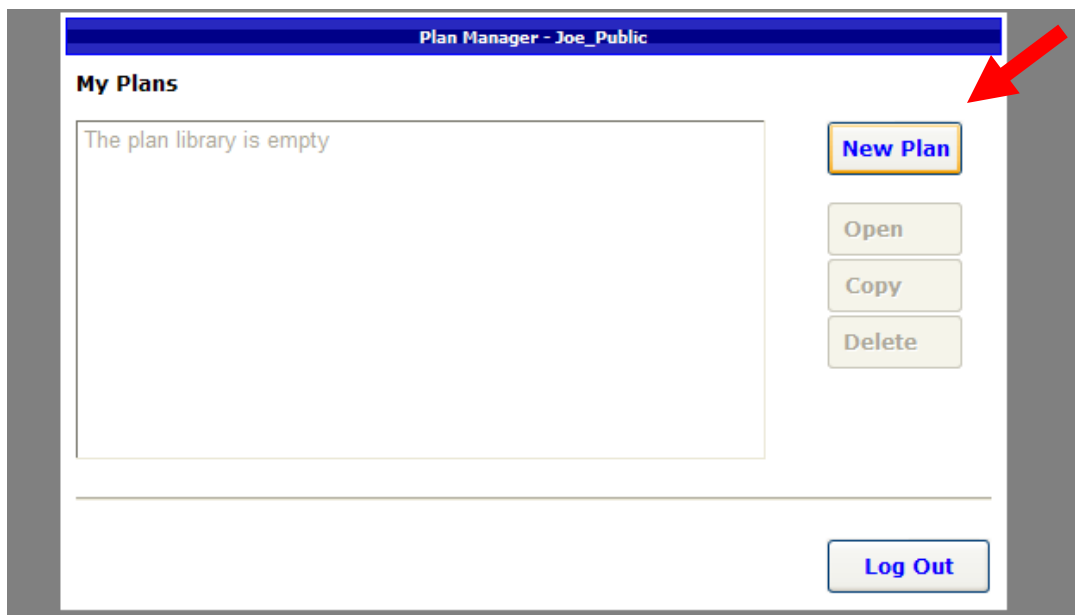
- Enter your new user name and password.
- Click “Log In.”



To Create a Plan

Notes about your plan:

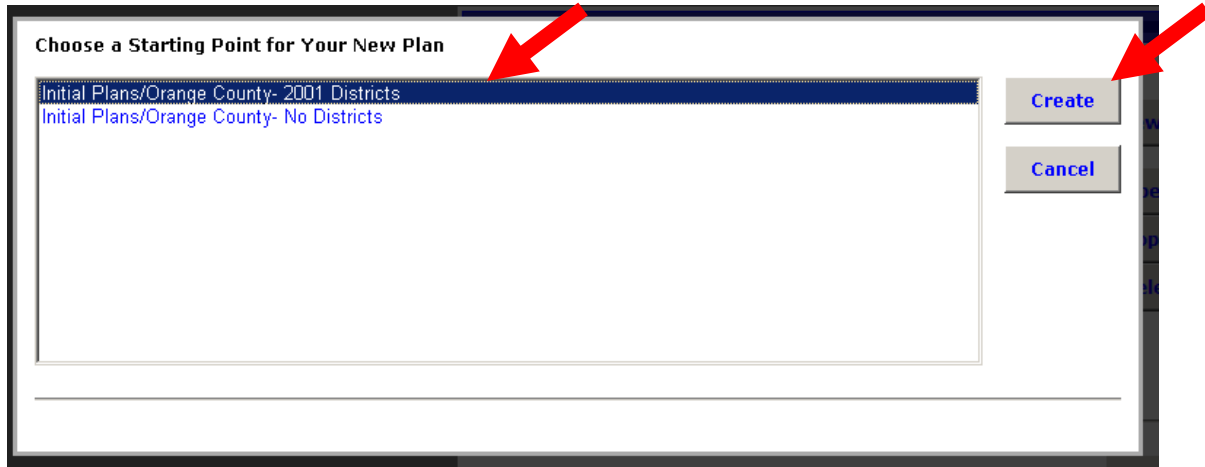
- Does not need to be completed in one session.
 - May be accessed at a later time.
 - May be accessed from any computer terminal.
 - Every change is saved automatically.
 - Must be complete for successful submission.
-
- Click “New Plan”



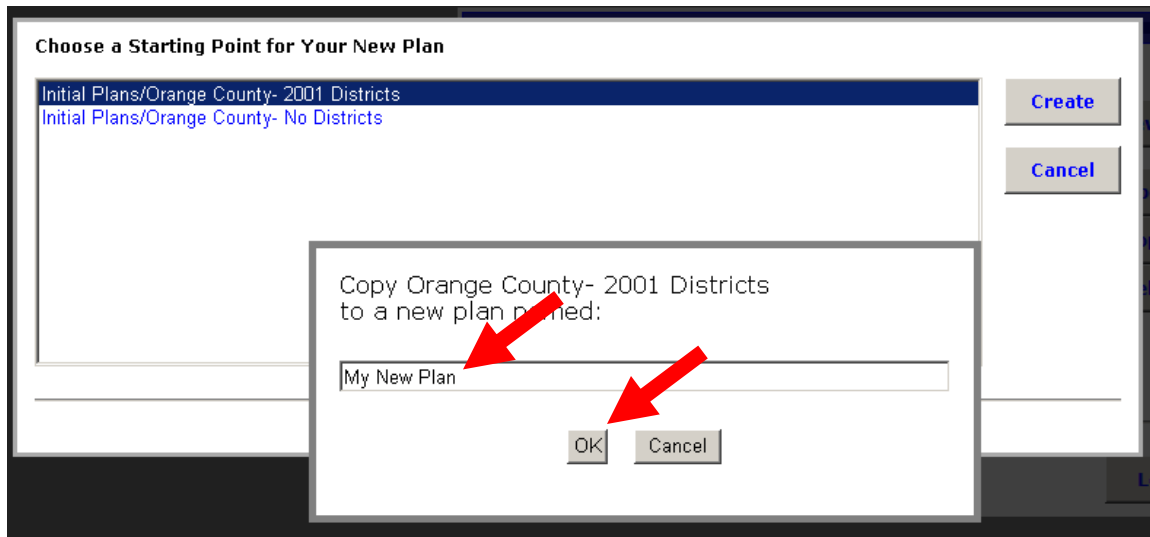
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You may choose between two starting templates: the current supervisorial districts or an empty plan.

- Select the template type you want to use.
- Click “Create.”



- Input a title for your new plan.
- Click “OK.”



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Navigating the Graphical User Interface (GUI)

The graphical user interface (GUI) includes 5 windows (clockwise from top right):

1. Redistricting Toolbox [A]
2. Layers [B]
3. Pending Changes [C]
4. District Totals [D]
5. Map [E]

Familiarize yourself with each window and its functionality.

- Resize windows so all are visible.

Quick Tip


You can adjust text and image size in your internet browser by holding **Ctrl** and + or **Ctrl** and -.

The screenshot displays the Orange County Online Redistricting interface. The main map area shows five numbered districts (1-5) with their respective boundaries and labels. The map is surrounded by various toolbars and panels. The top panel includes navigation and map controls. The right panel contains the Redistricting Toolbox, Layers, and Pending Changes sections. The bottom panel displays a table of District Totals for the five districts.

District	Population	Deviation	% Deviation	NH_Whit	% NH_Whit	NH_Black	% NH_Black	NH_Asn	% NH_Asn	NH_HI_Other	% NH_HI_Other	[Hispanic Origin]	% [Hispanic Origin]
1	579,151	-22,895	-3.8%	82,384	14.2%	5,538	1.0%	141,600	24.4%	10,305	1.8%	339,324	58.6%
2	597,327	-4,719	-0.8%	353,857	59.2%	7,883	1.3%	89,441	15.0%	21,039	3.5%	125,367	21.0%
3	643,341	41,285	6.9%	317,455	49.3%	9,904	1.5%	145,214	22.6%	23,975	3.7%	146,792	22.8%
4	604,239	2,193	0.4%	173,096	28.6%	14,225	2.4%	104,566	17.3%	15,824	2.6%	296,728	49.1%
5	586,174	-15,872	-2.6%	401,706	68.5%	6,650	1.1%	51,656	8.8%	21,340	3.6%	104,822	17.9%


Modifying Your Plan

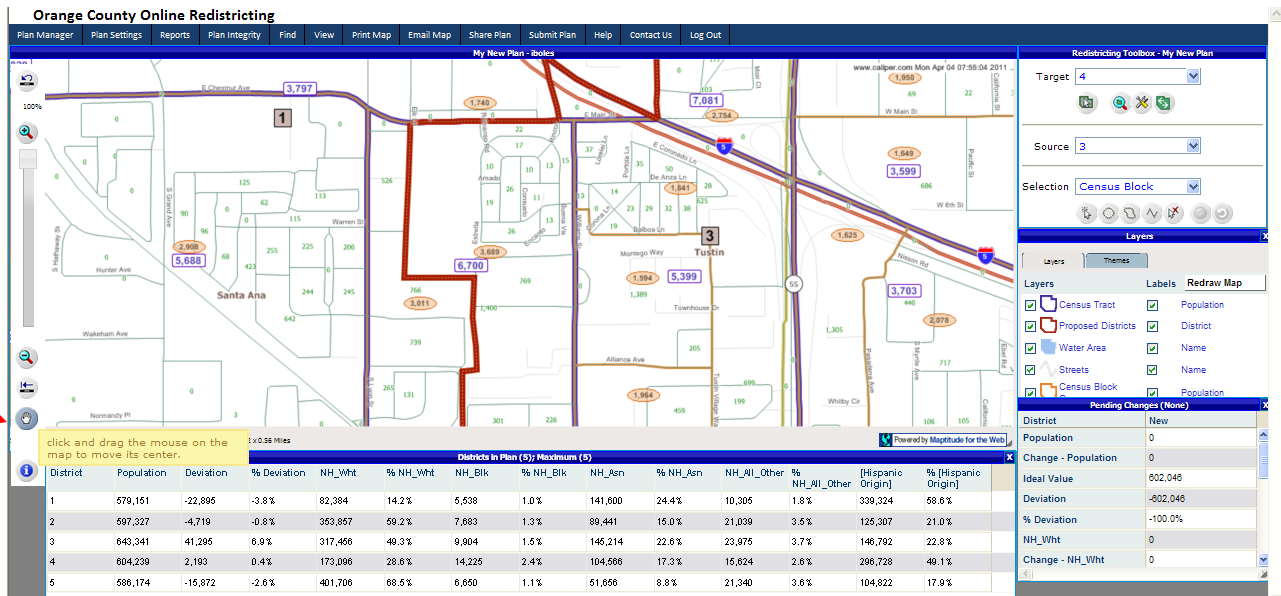
Before you begin editing, you may choose to **zoom in**. To do so, click on the **magnifying glass**

icon . This allows you to click and **draw a rectangle** on the map. The area within the rectangle will be zoomed in. Repeat until desired scale is reached. As you zoom in, more detail will be revealed on the map.

This screenshot shows the same GUI as the previous one, but with a red rectangle drawn on the map area, indicating the region selected for zooming. A red arrow points to the magnifying glass icon in the top left toolbar, which is the tool used to initiate the zooming process. The map shows more detail of the districts within the selected area.

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To **pan** around the map at the same scale, click the **pan** button . Click, hold, and drag to move to another part of the map.



Orange County Online Redistricting

Plan Manager | Plan Settings | Reports | Plan Integrity | Find | View | Print Map | Email Map | Share Plan | Submit Plan | Help | Contact Us | Log Out

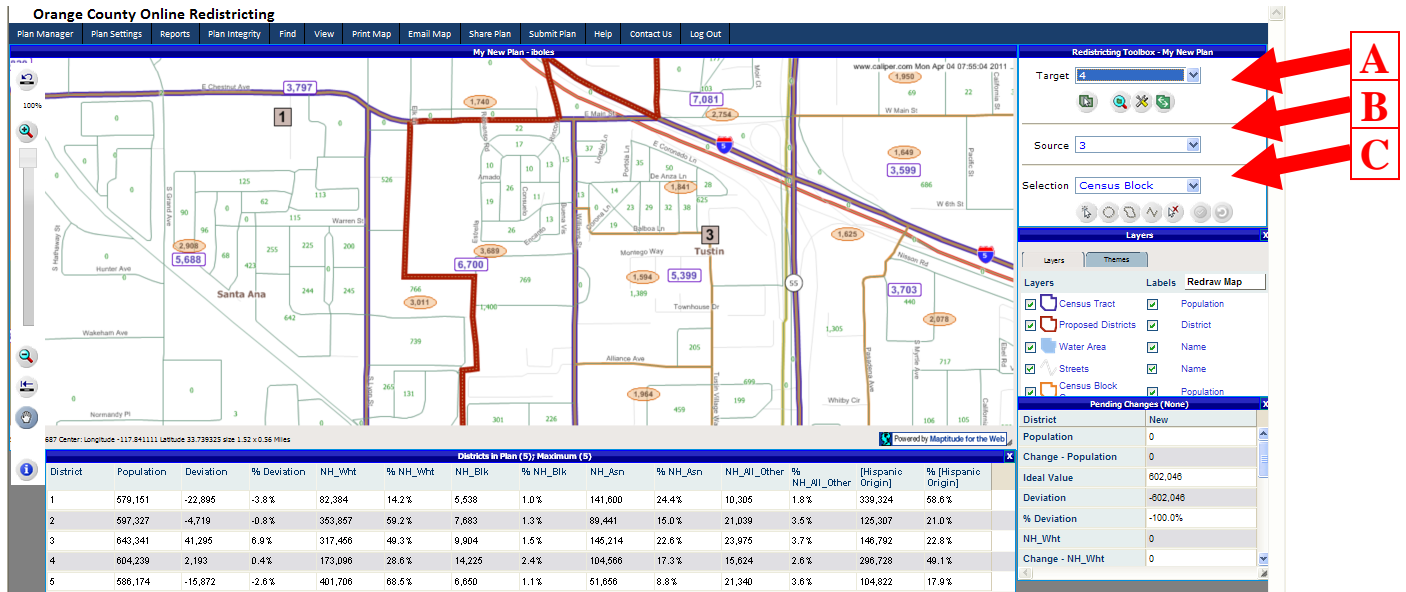
My New Plan - Boles

Target: 4
Source: 3
Selection: Census Block

Layers: Census Tract, Proposed Districts, Water Area, Streets, Census Block

District	Population	Deviation	% Deviation	NH_Whit	% NH_Whit	NH_Black	% NH_Black	NH_Asn	% NH_Asn	NH_WI_Other	% NH_WI_Other	[Hispanic Origin]	% [Hispanic Origin]
1	579,151	-22,895	-3.8%	82,384	14.2%	5,538	1.0%	141,600	24.4%	10,305	1.8%	339,324	58.6%
2	597,327	-4,719	-0.8%	353,857	59.2%	7,683	1.3%	89,441	15.0%	21,039	3.5%	125,307	21.0%
3	643,341	41,295	6.9%	317,456	49.3%	9,904	1.5%	145,214	22.6%	23,975	3.7%	146,792	22.8%
4	604,239	2,193	0.4%	173,096	28.6%	14,225	2.4%	104,566	17.3%	15,824	2.6%	296,728	49.1%
5	598,174	-15,872	-2.6%	401,706	66.5%	6,650	1.1%	51,656	8.8%	21,340	3.6%	104,822	17.9%

Once you have reached the area you wish to **modify**, move your cursor to the **Redistricting Toolbox**. You must select a **target**, **source** and **selection**. Your **target** [A] is the supervisorial district you wish to **increase in size**. Your **source** [B] is the supervisorial district or unassigned area you wish to **select from**. Your **selection** [C] is the level of **geography** you wish to **modify**. These selectable layers are, from smallest to largest, census block, block group, census tract, and place.



Orange County Online Redistricting

Plan Manager | Plan Settings | Reports | Plan Integrity | Find | View | Print Map | Email Map | Share Plan | Submit Plan | Help | Contact Us | Log Out



My New Plan - Boles

Target: 4
Source: 3
Selection: Census Block

Layers: Census Tract, Proposed Districts, Water Area, Streets, Census Block

District	Population	Deviation	% Deviation	NH_Whit	% NH_Whit	NH_Black	% NH_Black	NH_Asn	% NH_Asn	NH_WI_Other	% NH_WI_Other	[Hispanic Origin]	% [Hispanic Origin]
1	579,151	-22,895	-3.8%	82,384	14.2%	5,538	1.0%	141,600	24.4%	10,305	1.8%	339,324	58.6%
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4	604,239	2,193	0.4%	173,096	28.6%	14,225	2.4%	104,566	17.3%	15,824	2.6%	296,728	49.1%
5	598,174	-15,872	-2.6%	401,706	66.5%	6,650	1.1%	51,656	8.8%	21,340	3.6%	104,822	17.9%

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Once your target, source, and selection have been chosen, click the **select area** button  [A]. You may now select the area you wish to redistrict. The **selected** area will turn **red**. Multiple targets (blocks, block groups, tracts, or cities) can be selected by clicking on several areas. If this is the area you wish to change, click the **confirm** button  [B] to complete the action.

Orange County Online Redistricting

Plan Manager | Plan Settings | Reports | Plan Integrity | Find | View | Print Map | Email Map | Share Plan | Submit Plan | Help | Contact Us | Log Out

My New Plan - 100%

Target: 3
Source: 1
Select: Census Block

A **B**

Layers: Census Tract, Proposed Districts, Water Area, Streets, Census Block

Labels: Population, District, Name, Population

Pending Changes

District	Population	Deviation	% Deviation	NH_Whit	% NH_Whit	NH_Black	% NH_Black	NH_Asn	% NH_Asn	NH_Wh_Other	% NH_Wh_Other	[Hispanic Origin]	% [Hispanic Origin]
1	579,151	-22,896	-3.8%	82,384	14.2%	5,538	1.0%	141,600	24.4%	10,305	1.8%	339,324	58.6%
2	597,327	-4,719	-0.8%	353,857	59.2%	7,883	1.3%	89,441	15.0%	21,039	3.5%	125,307	21.0%
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5	586,174	-15,872	-2.6%	401,706	68.5%	6,650	1.1%	51,656	8.8%	21,340	3.6%	104,822	17.9%

Example of modified supervisorial districts:

Before change:



After change:

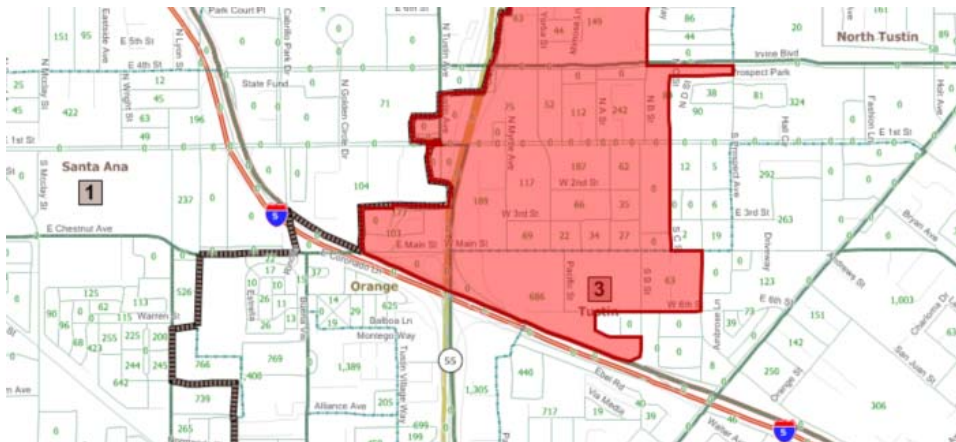


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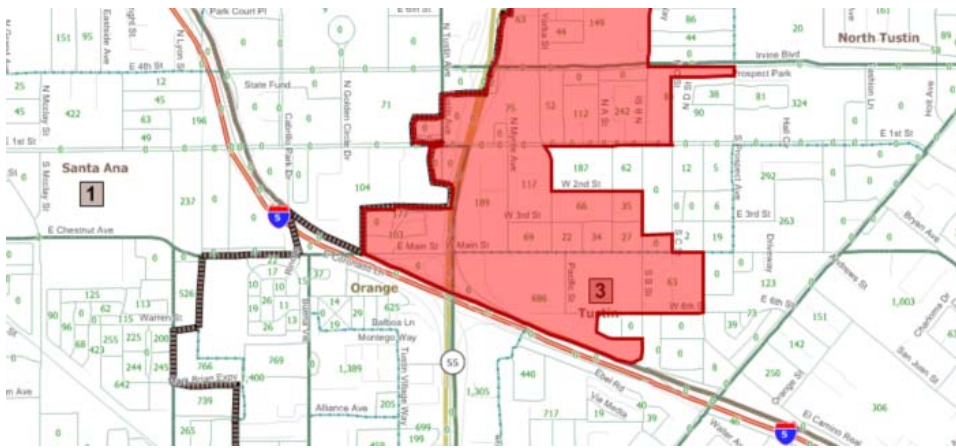
In order to select multiple areas at once, the **select shape** tool  [B] allows you to draw a polygon on your map, selecting all blocks, block groups, or census tracts touching or within it.



Double-click to complete your shape selection.



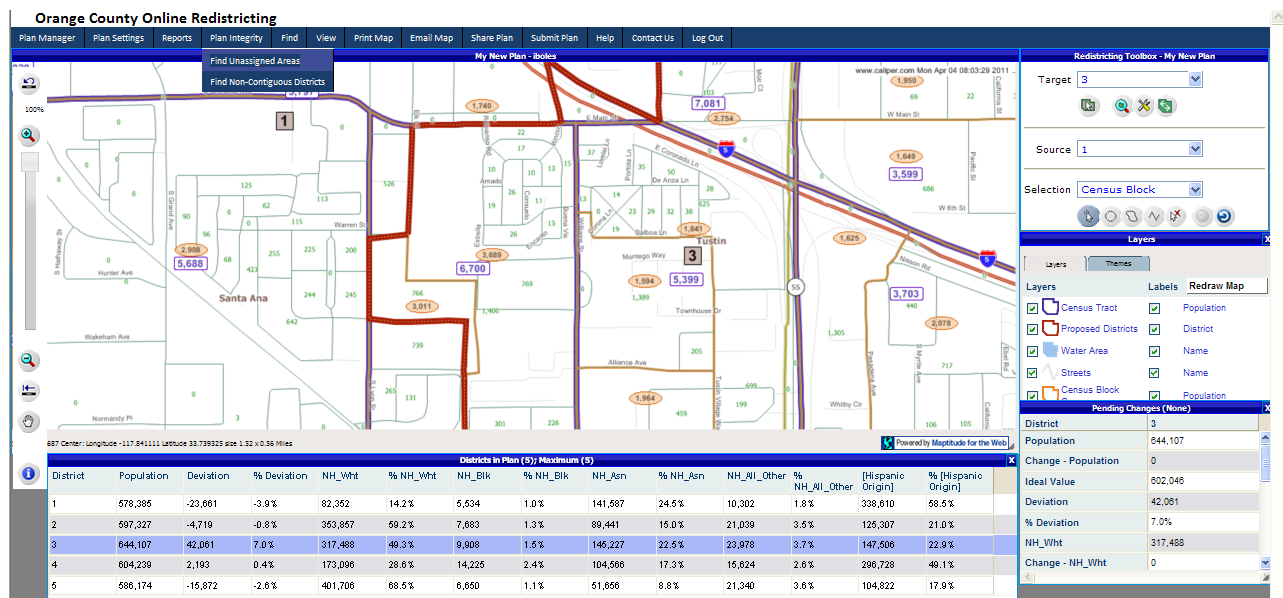
Note: Hold Ctrl and click to **deselect** an area.



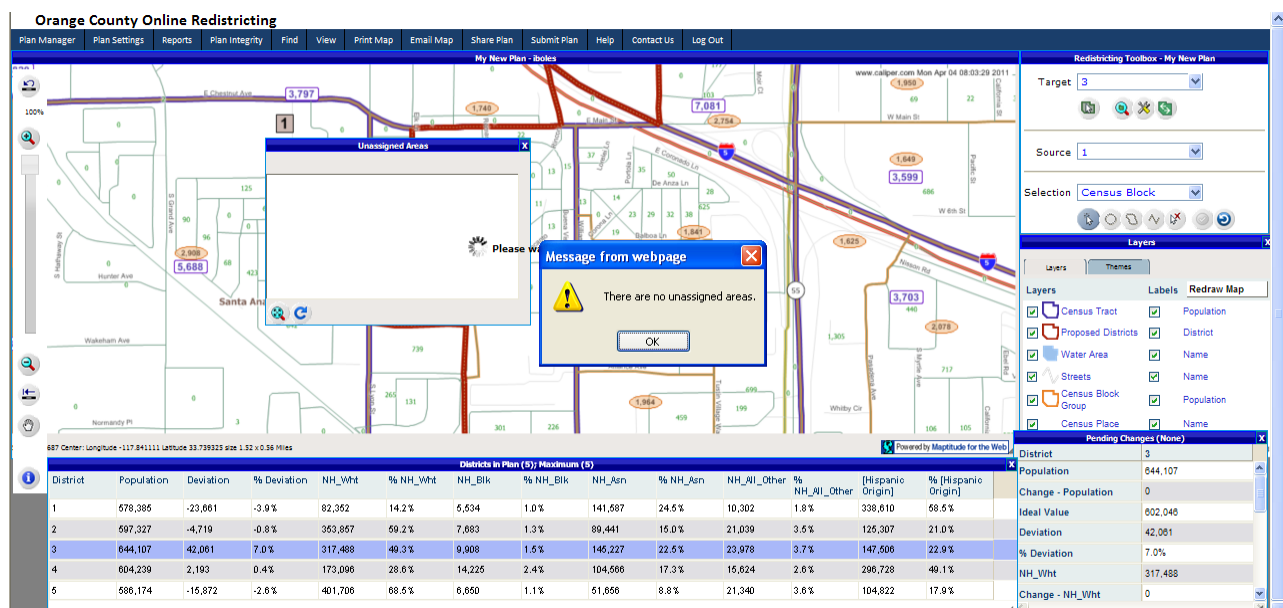
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Check Plan Integrity

Once you have made changes to all the districts and you are satisfied with your plan, you need to verify your plan is complete. To do this, you must run two plan integrity checks. Under the GUI's **"Plan Integrity"** menu, choose **"Find Unassigned Areas."** This will search your map for any area that has not been assigned to a supervisorial district. The second integrity check searches for **"Non-Contiguous Districts"** (these are areas that are not connected).



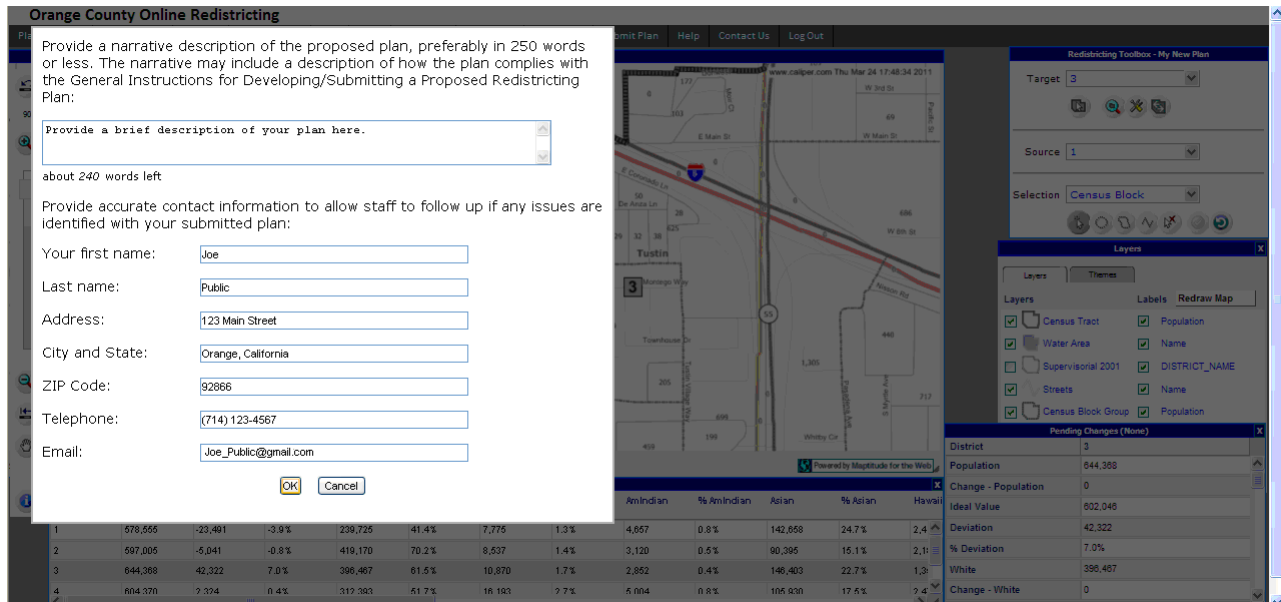
Once complete, you will receive a message indicating whether there are any unassigned or non-contiguous areas.



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Submitting Your Plan

When you are ready to submit, click the **Submit Plan** button . You will be asked to include a brief summary of your redistricting plan, as well as your contact information.



Orange County Online Redistricting

Provide a narrative description of the proposed plan, preferably in 250 words or less. The narrative may include a description of how the plan complies with the General Instructions for Developing/Submitting a Proposed Redistricting Plan:

Provide a brief description of your plan here.

about 240 words left

Provide accurate contact information to allow staff to follow up if any issues are identified with your submitted plan:

Your first name:

Last name:

Address:

City and State:

ZIP Code:

Telephone:

Email:

Amindian % Amindian Asian % Asian Hawaiian

	Amindian	% Amindian	Asian	% Asian	Hawaiian		
1	576,555	-23.401	-3.8 %	239,725	41.4 %	7,775	1.3 %
2	597,005	-5.041	-0.8 %	419,170	70.2 %	8,537	1.4 %
3	644,368	42,322	7.0 %	398,467	61.5 %	10,870	1.7 %
4	604,370	7,174	0.4 %	312,303	51.7 %	16,193	2.7 %

Amindian % Amindian Asian % Asian Hawaiian

4,657 0.8 % 142,858 24.7 % 2,411 0.4 %

3,120 0.5 % 90,395 15.1 % 2,111 0.3 %

2,852 0.4 % 146,403 22.7 % 1,311 0.2 %

5,004 0.8 % 105,030 17.5 % 7,411 1.2 %

Change - Population

Ideal Value

Deviation

% Deviation

White

Change - White

Population

644,368

0

602,046

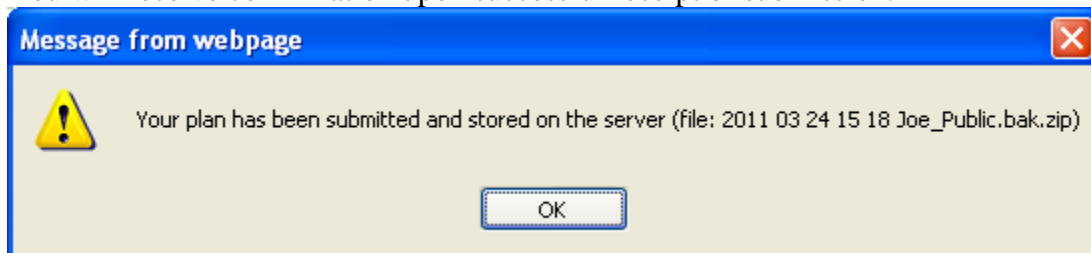
42,322


7.0 %

398,467

0

You will receive confirmation upon successful receipt of submission.



After your plan has been submitted, please log out by clicking the **Log Out** button .

Things to know:

- Resaving a submitted plan will not override the plan that was submitted.
- Submitted plans cannot be recalled or rescinded.
- Plans must have all five (5) Supervisorial districts to be considered, no non-contiguous areas, and all geographies must be assigned.
- Plans must be received by 5:00 PM on Wednesday, May 18, 2011 to be considered.

Verification of receipt of your submitted plan

- If you desire a verification email that your plan was received, send an email from the email address used to create your Maptitude account and your user name, in order to identify your plan, to ddiep@fullerton.edu. You will receive a verification email response within one business day.

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Option 2: Electronic- Instructions for submitting plan created with the desktop *Maptitude* for Redistricting software

1. From the Redistricting/Plan Utilities/Export Plan menu- export a binary file (*.bin).
2. Submit the *.bin file to CDR on CD along with a narrative description of the proposed plan, preferably in 250 words or less (ITEM 9 of redistricting kit). The narrative may include a description of how the plan complies with the General Instructions for Developing/Submitted a Proposed Redistricting Plan (found within Public Participation Plan located at: <http://egov.ocgov.com/ocgov/Government/Redistricting>)

Option 3: Hardcopy- Submittal requirements and process

Items to turn in with hardcopy submittal:

1. List of partial census tracts by City or unincorporated area and the supervisorial district to which it is assigned (ITEM 3 C)
 - a. If portions of a census tract are assigned to two or more supervisorial districts, list each census block located in each district. (ITEM 8)
2. FORM ITEM Summary Table of Elements Parts 1 and 2
3. Map outlining the proposed boundaries of all five (5) Supervisorial districts labeled by District number (ITEM 6)
4. A narrative description of the proposed plan, preferably in 250 words or less (ITEM 9). The narrative may include a description of how the plan complies with the General Instructions for Developing/Submitted a Proposed Redistricting Plan (found within Public Participation Plan located at: <http://egov.ocgov.com/ocgov/Government/Redistricting>).
5. Contact name, address, and telephone number, as well as an email address if available.

SUBMITTAL DEADLINE

In order to be considered by the Redistricting Committee, proposed redistricting plans must be received by 5:00 p.m. on May 18, 2011.

Neither the County nor CDR is responsible for the rejection of proposals that are either not received by the deadline or are incomplete or that do not comply with the requirements outlined in the Public Participation Plan located at: <http://egov.ocgov.com/ocgov/Government/Redistricting>.