



Adm 3
State of Wisconsin \ DEPARTMENT OF ADMINISTRATION

Patrick J. Lucey
Governor

Received August
29th, 1973
3:30 p.m.

Joe E. Nusbaum
Secretary

64P
1 WEST WILSON STREET
MADISON, WISCONSIN 53702
(608) 266-1741

August 27, 1973

To: Secretary of State
Revisor of Statutes

From: Secretary of Administration

Subject: Filing of Administrative Rules

In accordance with Section 227.023 Wisconsin Statutes, certified copies of Administrative Rules Chapter ADM 3 permanently adopted on August 22, 1973, are herewith transmitted for your use. These rules were originally adopted as emergency rules upon publication in the Wisconsin State Journal on July 27, 1973. A public hearing on the rules was held on August 22, 1973. The rules as permanently adopted are the same as the emergency rules adopted earlier. These rules should be published in the September issue of the Register.

Received
August 29, 1973
5:30 pm
[Signature]

CERTIFICATE

STATE OF WISCONSIN
DEPARTMENT OF ADMINISTRATION

TO ALL TO WHOM THESE PRESENTS SHALL COME, GREETINGS:

I, Joe Nusbaum, Secretary of the Department of Administration, and custodian of the official records of said department, do hereby certify that the annexed rules and regulations, relating to population determination, were duly approved and adopted by this department on August 22, 1973.

I further certify that said copy has been compared by me with the original on file in this department and that the same is a true copy thereof and of the whole of such original.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the official seal of the department at the Wilson Street State Office Building in the city of Madison, this 22nd day of August A.D. 1973

In the presence of:

[Signature]
Cheryl J. Wagner

[Signature]
Secretary of Administration

DEPARTMENT OF ADMINISTRATION

CHAPTER ADM. 3

POPULATION DETERMINATION

ADM 3.01 PRELIMINARY POPULATION DETERMINATION.

THE SECRETARY OF THE DEPARTMENT OF ADMINISTRATION SHALL ON OR BEFORE AUGUST 1 OF EACH CALENDAR YEAR PUBLISH HIS PRELIMINARY POPULATION DETERMINATION OF THE TOTAL NUMBER OF PERSONS RESIDING IN EACH MUNICIPALITY AND COUNTY IN THE STATE OF WISCONSIN.

ADM 3.02 NOTICE.

A WRITTEN NOTICE OF THE PRELIMINARY POPULATION DETERMINATION SHALL BE MAILED TO EACH MUNICIPAL AND COUNTY CLERK WITHIN 5 DAYS AFTER THE PUBLICATION OF SUCH DETERMINATION.

ADM 3.03 APPEAL.

(1) AN APPEAL IN WRITING OBJECTING TO THE PRELIMINARY DETERMINATION SHALL BE AUTHORIZED BY THE GOVERNING BODY OF THE OBJECTING MUNICIPALITY OR COUNTY. SUCH APPEAL SHALL BE RECEIVED BY THE SECRETARY ON OR BEFORE SEPTEMBER 15TH AND SHALL BE SUBSTANTIATED BY APPROPRIATE DOCUMENTARY MATERIAL EITHER OUTLINING SUBSTANTIAL ERROR, PROOF OF INCORRECT DATA, OR SUBSEQUENT CHANGES IN BOUNDARY, AREA OR ANNEXATION PROCEEDINGS NOT CONSIDERED IN THE PRELIMINARY DETERMINATION. POPULATION ENUMERATIONS BY ANY GROUP, AGENCY OR MUNICIPALITY SHALL NOT BE CONSIDERED UNLESS CONDUCTED AS A SPECIAL CENSUS BY THE BUREAU OF CENSUS, OR BY AN AUTHORIZED OFFICIAL STATEWIDE CENSUS. ALL APPEALS SHALL BE ATTESTED TO BY THE CLERK AND A COPY OF THE AUTHORIZATION THEREFOR INCLUDED WITH THE SUBMITTED DOCUMENTARY MATERIAL.

(3) FINAL APPEAL DETERMINATION SHALL BE MADE BY THE SECRETARY ON OR BEFORE OCTOBER 1 OF EACH YEAR.

ADM 3.04 FINAL DETERMINATION.

THE SECRETARY SHALL PUBLISH HIS FINAL DETERMINATION OF POPULATION ON OR BEFORE OCTOBER 1ST. SUCH DETERMINATION SHALL CONCLUSIVELY BE RECOGNIZED AS THE ACCEPTED POPULATION AS OF JANUARY 1 OF THE CURRENT YEAR AND CONSTITUTES THE SOLE BASIS FOR FINAL NOVEMBER DISTRIBUTION AS REQUIRED BY LAW.

ADM 3.05 NOTIFICATION

THE SECRETARY SHALL NOTIFY EACH CLERK OF HIS FINAL DETERMINATION WITHIN 5 DAYS OF THE PUBLICATION THEREOF.

ADM 3.06 PROCEDURES AND SPECIFICATIONS.

THE SECRETARY MAY ESTABLISH AND PUBLISH WRITTEN SPECIFICATIONS FOR THE DETERMINATION OF POPULATION ESTIMATES FOR STATE TAX SHARING PURPOSES. HE MAY LIKEWISE OUTLINE GUIDELINES FOR POPULATION PROJECTIONS FOR STATE TAX SHARING PURPOSES AND REVISE AND ALTER SUCH GUIDELINES AS NEEDED.