

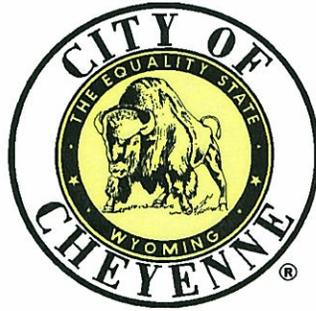
CHEYENNE / LARAMIE COUNTY DEVELOPMENT OFFICE
★2101 O'Neil Avenue ★ Cheyenne WY 82001 ★ 637-6282★

MEMORANDUM

TO: City Council
FROM: Dorothy Wilson, Task Force Secretary *DW*
SUBJECT: Final Report
DATE: August 8, 2001

The following report is submitted in response to the requirements of Resolution #4141. The Annexation Task Force Chair has arranged for the presentation of the report to the Council. If there are any questions please contact Annexation Task Force Chairman, Bob Phetteplace at 433-1241 or myself at 627-6305.

cc: Annexation Task Force
Regional Planning Commission
County Commissioners
County Planner
File



ANALYZING THE NEED, COSTS, AND EFFECTS OF ANNEXATION

A REPORT TO THE CHEYENNE GOVERNING BODY
BY THE ANNEXATION TASK FORCE

AUGUST 2001



ANALYZING THE NEED, COSTS, AND EFFECTS OF ANNEXATION

INTRODUCTION

This report addresses the major concerns of the Annexation Task Force established by Resolution 4141 (see Appendix) and tasked with analyzing the need, costs and effects of annexation. The Annexation Task Force, composed of Mayor Spiker, Bob Phetteplace, Tom Segrave, Frank Cole, Ray Seitz, Dallas Johnson, Randy Johnston, Marc Woods, Ken Lewis, Tom Mason, Shawn Reese, Dorothy Wilson, Norm Soden, Herman Noe, Gus Lopez met on a bimonthly basis beginning March 7, 2001. The Annexation Task Force was assisted greatly by a spirit of cooperation exhibited by the city and county personnel involved in the study and the efforts of the private citizens who participated in the study. Several calls from interested county residents also helped in forming the results of this report (see Appendix). This effort would not have been possible without the earnest concern of all members for the welfare of the community as a whole.

LEGAL BASIS FOR ANNEXATION

The Annexation Task Force began their research of annexation with a presentation from city Attorney Mike Basom pertaining to relevant State Statutes and recent legislation regarding annexation. As a summary to the discussion, the general direction provided by the city Attorney indicated that the City Council is authorized, under specific circumstances, to annex property into the city's jurisdiction without the approval of the property owner ("forced annexation"). (Specific information may be referenced in the Supplemental Research File). Additionally, Development

Director Dorothy Wilson provided the Task Force with an overview of the current annexation process. (Specific information may be referenced in the Supplemental Research File).

ADVANTAGES AND DISADVANTAGES OF ANNEXATION

During the 2000 municipal elections, renewed attention was paid to problems of county islands as perceived by the public and local media. Over the course of the Annexation Task Force meetings, arguments for and against annexation were discussed. The following is a list of advantages and disadvantages of annexing county islands. This list is not exhaustive nor is it prioritized.

Advantages

- Annexation of county islands would improve, eliminate, or prevent health issues related to contaminated water, bad septic systems and well system problems.
- Additional services would be made available, such as sewer, water, transit, Federal housing assistance, and drainage control. Existing services may operate more optimally.
- Individuals who reside in the county islands would pay a share of city infrastructure costs (which is an advantage for the city's financial status) including road improvements, parks, fire and police protection—which they enjoy to some extent now.
- Political boundaries would, after annexation, more nearly reflect the true

- and existing sociological, economic, cultural, and physical boundaries of Cheyenne. The county islands and the city are inextricably bound together.
- Law enforcement and protection are provided regardless of jurisdiction; however, City Police may be better able to respond to and resolve problems in areas of higher density because there are municipal ordinances in place which are enforceable by City Police. The County Sheriff's department may not be as capable of addressing problems associated with density.
 - City and county boundaries can be made orderly and logical, eliminating a hodgepodge and the resulting confusion as to whether a particular parcel should look to the City of Cheyenne or to Laramie County to obtain services. Fire and police departments, in particular, could always be certain whether calls are within their respective jurisdictions.
 - Annexation of the county islands would increase Cheyenne's size and population. It may also increase its ability to attract grant assistance with a larger population.
 - Annexation could protect or enhance Cheyenne's tax base. The increased valuation of the city property could result in a greater bonding capacity.
 - Annexation could eventually enhance property values of homes in the county islands as well as homes in the city, adjacent to the county islands.
 - Annexation could facilitate, through increased and improved services, in-fill development to the benefit of both the city and county.
 - Annexation would give residents of county islands a voice and vote in the government of Cheyenne.
 - Residents who live in these areas would have a more direct role in community affairs by being able to be elected or appointed to public office in the City of Cheyenne.
 - Annexation may bring about lower utility rates, since city utility surcharges to unincorporated territory would be lifted. Annexation also often results in lower fire insurance premiums. As more improvements and urban utilities are made available, real estate values and marketability may improve.
 - Annexation may create a homogeneous street system.

Disadvantages

- Annexation may be considered a disadvantage when the land owners' financial resources are limited.
- Residents of the county islands may argue that they chose to build and live there in order to avoid taxes for services they do not want.
- Residents of the county islands may wish to retain the community's "rural" character and, for this reason, may oppose annexation as a step toward greater urbanization. There may, for example, be a strong opposition to municipal animal controls—both leash laws and restrictions on large animals, or the number of pets allowed.
- Residents may desire a higher degree of community identity than they believe they will enjoy as part of the full city.
- There may be distrust of the government and politics of the city.
- The city may not be able to finance the

additional staff services expected by residents of the area proposed for annexation.

- Extending the service area may cost much more for each unit than the existing per unit cost.
- Since most county island annexations are very small, annexation may not satisfactorily address community and regional concerns nor will the city's population or tax base increase significantly.
- Interest in annexation may be limited to a select group of citizens and not shared at the grass roots level.
- Annexation of the county islands may diminish urban open spaces and could affect urban wildlife.
- Many residents within the islands prefer the lower volume and slower traffic which results from gravel or dirt roads.
- Funds for county operations, including the Fire Districts, may be affected by the reduction in population.
- Annexation will not in itself improve the aesthetic qualities of county islands.

EXISTING CONDITIONS

For the benefit of the Annexation Task Force, a county island map booklet, *Proposed Annexation, County Pockets*, was produced by the staff of the City Engineering Technical Division and the Cheyenne Area Transportation Planning Process (ChATPP), (included within the Supplemental Research File) to better illustrate the status of the particular county islands. Using data from the Cheyenne-Laramie County Cooperative GIS Program, the booklet provided information about county land completely surrounded by the City of Cheyenne. That information includes: ward boundaries, ownership, legal description, 1994

aerial photographs, road type (whether gravel or paved) and the locations of storm sewers, sanitary sewers, and water mains. Using the GIS system it was determined by staff that as of November 2000:

- There were 49 "islands" of county land completely surrounded by the City of Cheyenne. The islands were approximately 326 acres in size.
- Within those 49 islands there were 268 parcels.
- 253 of the parcels were privately owned by 200 owners.
- 8 of the parcels were owned by the city or county. These parcels totaled nearly 28 acres in size.
- Records indicate that at least 165 dwelling units within the county islands and approximately 58 of the parcels are owner occupied.
- Nine of the county islands have no dwelling units, including the largest island, and
- One island has 25 dwelling units.

The City-County Health Department and Liz McCall, City-County GIS Coordinator produced an updated set of maps which expanded the purview of the original booklet. The updated booklets, *Proposed Annexation Report and Proposed Annexation Maps*, contained information including: most recent aerial photography (2000), Environmental Health high priority locations (discussed later), information about water and sewer for the 49 islands as well as other developed properties which are not entirely surrounded by the city. This updated booklet also expanded the study boundary by a 1/4 mile from the original booklet. (All map booklets are available in the master Supplemental Research File.)

MAJOR CONCERNS

The Annexation Task Force determined the issue of whether areas adjacent to or surrounded by the city should be annexed needed to be reduced to an evaluation of the properties on a specific parcel basis. Though comments are often made regarding “the islands” collectively, the Annexation Task Force discussions and research determined that each island’s unique characteristics effect the issue of annexation and the charge of the Council in considering the islands. Nowhere was this more prominent than with the vacant lands which are islands.

After extensive discussion of the conditions and issues surrounding county islands the Annexation Task Force ranked general concerns which are listed in the following box. These concerns reflect the diverse perspectives of the Annexation Task Force membership yet also highlight a consensus across the group. These concerns were ranked based on the Annexation Task Force’s comments, with commonalities identified under general headings. For example, concerns regarding fire and police protection were grouped within provision of government services.

RANKED CONCERNS (in decreasing order)	
Rank	Concern
1	Health, Safety & Welfare (Septic and Well System concerns)
2	Provision of Government Services
3 (tie)	Community/City Continuity
	Nuisance/Blight
4 (tie)	Financial Need
	Consistency of Street System
	Drainage/Storm Water Concern
5	Livestock

Other issues of which the Annexation Task Force wanted to remain cognizant included: whether land was occupied or vacant, publicly owned, close to main lines, sanitation services, revenue, land less than 100% contiguous, and land that plays a key role in long term planning and growth of the city.

RATING AND RANKING CRITERIA AGAINST THE ISLANDS

Using the general concerns as a reference point, citizen advisors on the Annexation Task Force requested that staff provide the full Annexation Task Force body with a comprehensive criteria and rating system. (A copy of this system is included within the Supplemental Research File). The rating system assigned a point value for detailed items within specific concern areas. For example, the Environmental Health office rated septic systems, water and livestock while Engineering and Planning staff rated street systems, drainage and contiguity issues.

One application that clearly illustrates the system is the City and County Environmental Health office's rating for properties. In examination of all properties, the Environmental Health office considered five criteria for each island property. The criteria included septic age, sewer line distance to public service, water quality, water line distance to public service and the presence of livestock on property. Within each category the staff expert for that criteria developed more specific rating items with an associated point value. Consideration of the item septic age will continue the illustration. Under the criteria for septic age, point values were given for: septic systems less than ten years old, septic systems ten to twenty years old, septic systems with no permit to construct, or septic systems older than 20 years and a last item of septic systems with known problems. This rating system was then applied to each island as numbered in the map booklet *Proposed Annexation, County Pockets*. An aggregate numerical value was assigned for properties with multiple properties.

The results of the study provided a short, detailed listing of those islands which were higher priority concerns to the Task

Force and resulted in a confirmation of several assumptions expressed by the Annexation Task Force regarding the islands at the outset of the study. (The abbreviated list of properties which were higher priority concerns to the Task Force are listed in the Appendix along with a map numbering the islands.) It also delineated for the Annexation Task Force whether islands should be annexed or left as they are currently. Vacant properties did not make the high priority listing.

Environmental Health high priority locations are mapped in the *Proposed Annexation Report and Proposed Annexation Maps*.

The remainder of this report details the assumptions and findings of the Annexation Task Force. Additionally, the specific informational requirements listed in Resolution 4141 are also addressed. The report closes with the recommendations of the Annexation Task Force.

FIRST FINDING

The first finding by the Annexation Task Force is that many of the initial "island" concerns, when closely evaluated, warrant little consideration relative to the main concern of Health, Safety and Welfare—septic systems and water in particular. For example, the task force and others have a concern about non-city residents' use of city services. However, the number of residents within the islands is approximately 396 (based on 1990 Census data of 2.44 people per household), and as such create a relatively small impact in relation to the overall estimated city population of 53,011.

Another item of concern which was expressed is the perceived confusion of jurisdictional authority. Examination of this item with the local ambulance service, police and fire

departments did not confirm this as a significant concern. Ambulance personnel respond, regardless of jurisdiction, to all calls. The fire department's concerns related to inaccessibility of structures and inadequate fire flow for water—items that would be present for the structures regardless of jurisdiction. Training for dispatch center personnel was also identified as a factor in the jurisdictional concern but it was noted that this was partially caused by turnover and funding issues and is a minor problem since the mutual aid provisions ensured that fire or police would respond within an area regardless of the boundary.

One further illustration is the concern that the county islands may hinder future growth, economic growth or create sprawl. The Annexation Task Force recognized that the city will always have new islands being created with new annexations to accommodate development. Currently the city has no policy or process to require provision of infrastructure for areas that are county between the current city limit and an outlying newly annexed property. Additionally, the Annexation Task Force noted that there is no need for the intervening property to have infrastructure in many instances.

The Annexation Task Force found the issue of Health, Safety and Welfare, especially as it relates to water and septic system waste, to be the sole concern which would warrant involuntary annexation. Raw sewage and contaminated water became the focus of the Annexation Task Force's concerns when all properties were evaluated. The Annexation Task Force emphatically stated on numerous occasions the need to eliminate the problems associated with this item.

SECOND FINDING

The second finding by the Annexation Task Force is that the majority of the concerns which have historically been associated with the islands are not items that can be resolved through a change in jurisdiction from county to city. As one Annexation Task Force member often pointed out to the group, annexation does not eliminate the fact that a property appears blighted. Blight is a very subjective item, dependent upon the viewer's opinions. As such, the criteria of blight generally was referred to as city defined nuisance items—junk vehicles, tall weeds and trash. County residents in the Zoned Area are permitted two junk vehicles on their property and may retain those upon annexation to the city. Weeds and trash would also have to be eliminated but the other types of blight, such as rickety sheds and unpainted buildings, would be allowed to remain regardless of annexation, though new building construction is inspected for safety concerns within the city. This point is carried through to other issues (associated with the islands) which would not be eliminated by annexation. The issues are numerous (as listed in the Supplemental Research File.) and range from the fact that structures within islands do not conform to building or fire code requirements all the way to the presence of inconsistencies in paved and unpaved road sections. Overall though, these issues were evaluated as low priority concerns in general and were not high priority for the task force when each individual pocket of property was evaluated. This statement can be verified by comparing the ranked criteria to the results of the rating for the 49 properties.

Again, the Annexation Task Force found the concern over water and sewage to be an exception to the findings. Annexation,

with the associated access to sanitary services and water, resolves septic and water problems immediately. The actual jurisdiction of the property was not the focus of concern, though the Annexation Task Force noted that annexation would normally resolve the problem immediately.

ANALYSIS FOR HIGH PRIORITY PROPERTIES WARRANTING ANNEXATION

The next area that the Annexation Task Force examined is whether the islands that were high on the rating system (primarily because of water and septic system concerns) warranted annexation. The consensus of the Annexation Task Force is that concern for the general population provides sufficient justification for annexation of the islands when the shortened list of “problem” or high rating properties were considered. A clear justification for annexation exists in order to prevent contaminated materials spreading in an area containing a failed septic system and to prevent further contamination of the wells within a neighborhood.

It was noted by the Annexation Task Force that numerous island properties with failing septic systems or contaminated wells will resolve their problematic nature over time for several reasons. As septic tanks fail county island properties are required to hook up to city services if the property is within the 201 Agreement Area—which is within the city’s current boundary. Additionally, these properties will slowly voluntarily annex on a parcel by parcel basis while properties that are non-serviceable will remain unused. A major problem associated with this is the period of time between the identification of a parcel having a septic or water system problem and the resolution of that problem. This period must be shortened to deter the continuance of the public safety problem or the transfer in ownership of the problematic property from a

seller informed about the health risk to an uninformed purchaser.

The Annexation Task Force also expressed concern that the islands with high ratings, generally those with septic system and water problems, did not have a sufficiently high market value to allow an owner to recoup the cost of the infrastructure installation associated with annexation. This circumstances is particularly acute for property located a great distance from services and where a reimbursement to someone else for prior infrastructure installation is required.

COSTS OF ANNEXATION

This information is extremely variable based on the location, size and level of development of the property. Generally, county residents annexed to the city can expect an increase in property taxes, additional costs and fees for services and possible infrastructure improvement costs. Estimates and examples of these additional costs are outlined in Tables 1 through 3. These figures are very rough estimates, actual costs will be determined by the particular location. Engineering for infrastructure costs would be approximately 12% added to the costs for the infrastructure improvements.

When comparing property tax in the city versus county the main difference is 5 mills. Properties in the city pay 8 mills which includes fire protection. Properties in the county pay 3 mills, on average, to the fire district in which they are located. The effect is noted below with an illustration of two properties, one example has a market value of \$65,000 and the other is valued at \$95,000. The current level of assessment for residential properties 9.5%. The level of assessment is set by the legislature and is subject to changes. For further examples insert any residential market value into this formula to calculate the net effect of the 5 mills.

Table 1–Property Tax		
	City*	County °
Market Value: \$65,000 Assessed Value: \$6,175		
Property Taxes:	\$460.04	\$429.16
Market Value: \$95,000 Assessed Value: \$9,025		
Property Taxes:	\$672.36	\$627.24
* Based on the 2000 city property mill levy of 75.40 ° Based on the 2000 county property mill levy of 69.50		

Table 2-Additional City Costs		
Sanitation–Solid Waste Collection	Average Monthly Residential	\$12.00
Water	Average Monthly Residential	\$28.00
Sewer	Average Monthly Residential	\$13.00

Table 3–Infrastructure Improvements		
Infrastructure Improvements	Price per Unit	
<u>Street</u>	Curb and Gutter Length	\$16.00/lf
	Sidewalk Length	\$ 3.00/sf
	Asphalt Pavement Length	36 ft x \$22.00/sy
<u>Sewer</u>	Line Length	\$30.00/ft
	Manholes every 350 ft	\$6,500 each
<u>Water</u>	Line Length	\$30.00/ft
	Hydrants every 500 ft.	\$4,000 each
<u>Storm Sewer</u>	Line Length	\$50.00/ft
<u>Tap Fees</u>	3/4" water and 4" inch sewer	\$2,130.00 each
<u>Disabling Septic System</u>	Destruction	\$200.00

Curb, gutter and sidewalk prices per unit are based on linear or square feet on one side of a street.

EFFECT OF ANNEXATION ON PROPERTY OWNERS

The effect of annexation on property owners is extremely dependent upon the particular property. Owners of vacant land would be impacted to a much smaller degree than the owner of a rental apartment. The greatest impact will be the requirement to comply with all city ordinances. These ordinances vary but a few examples of those which are often controversial are noise control, disposal of waste, limits on type and number of pets and restrictions on building of structures. The effect of annexation on property owners is answered largely in the previous sections on advantages and disadvantages to annexation along with the cost of annexation.

HOW CAN THE CITY PROVIDE FINANCIAL ASSISTANCE

Several options are available for possible funding of annexation costs. This report should not be considered exclusive as it lists only those types of assistance with which the members of the Annexation Task Force are familiar. The city should, if annexation of the islands is pursued, enlist the assistance of a financial professional to explore further possibilities.

- **Special Improvement District**
State Statutes allow for the city of Cheyenne to make local improvements and collect special assessments against property that is specially benefitted to pay all or a part of the cost of the improvement. The law provides a mechanism for objections from owners who are affected. The statutes also allow that if the improvements confer general benefits to the city it can create a revolving local improvement fund using local proceeds from the State gasoline tax and/or the state cigarette license tax. This fund cannot exceed 20% of the bond obligation. (More specific details are provided in the Supplemental Research File.)

- **Grants**
Grants for the use of individuals annexing into the city tend to come from one of the sources listed here. The grants tend to be based on eligibility criteria linked to income.
- **State Land and Investment Board**
The city of Cheyenne has applied for and has been successful in receiving grants and loans from the Federal Mineral Royalty Capital Construction Account from the State Loan and Investment Board. The board is comprised of the five elected state officials. Applications for grants and loans from the Board are considered at their meetings in January and July biannually. The applications are due in March for the July meetings and in September for their January meetings.
Applications are sent to the State Land and Investment Office for review and have to follow the grant procedure outlined under Chapter 3 of the Board's Rules and Regulations. Applications must show a need for help and require an Engineer's statement, cost estimates, resolutions and funding commitments and lists of other funding sources from the owners. Applications which show water and sewer (health and safety) problems usually have a priority. The State Land and Investment Board has given grants to match up to 50% of the costs of constructing roads, water lines, sanitary sewer lines, storm sewer lines and in some cases loans in addition to help with the matching costs. Usually the more affluent areas receive loans instead of grants and their less likely to give assistance to businesses who can pay their own way. Interest rates and pay off times vary according to the owners ability to pay off the loans. Usually all owners involved form a Special Improvement District to be eligible to apply for grants or loans as a group from this source. The city has occasionally applied for grants from this fund to assist owners in developing their streets. Cheyenne Street Improvement

was the most recent one for which the city received a grant.

- **Housing and Community Development**

The Housing and Community Development Office has two programs (HAND and HOME) that assist low and moderate-income residents. Both programs have three primary criteria: household income, home must be primary residency, and home must be located within Cheyenne's city limits. The HAND program requires a processing period of approximately 4-6 weeks, has a maximum expenditure amount of \$8,500, and does not require retrofitting a home to make the home meet today's building standards. The HOME program has funds available up to \$25,000 per site. It allows for improvements to take up to one year to complete, and must be brought up to HUD Housing Quality Standards and City Code. A mortgage on the property is required for both programs. Persons living below the 50% income level, as designated by HUD Section 8 Income Levels, are provided with a deferred loan, and persons between the 50% and 80% income level are provided a 5% interest rate installment loan.

- **Revolving Loans**

In August of 1994 the governing body of the City of Cheyenne approved resolution #3565 (Amendment 3) delineating where funds from a proposed 1995-98 1% Optional sales tax program would be spent. This sales tax referendum was approved by the voters of Cheyenne and Laramie County at the election in November of 1994. One of the items was to use \$250,000 of these funds to set up a revolving loan guarantee account to assist and encourage residents who live on undeveloped streets to improve their streets. It is used primarily to construct sidewalk, curb, gutter and paving. This fund cannot be used for water, sanitary sewer or other utility work. In

May of 1998 the governing body approved resolution #3917 establishing a procedure for using that account. It contains an Appendix A that outlines the criteria for city residents or county residents who agree to be annexed in applying for a loan from this account. It lists different interest rates for owners depending on their income level, low to moderate, more than 80% of the median or a flat 1% if paid off within one year. Basically it is set up using the same guidelines as those used in the city's HOME program and our Housing and Community Development office assists us in evaluating the applications for loans from this program. Sometimes a loan will be guaranteed with a promissory note and/or a mortgage. Loans for more than \$20,000 have to be approved by the governing body. All payments and interest received from this program must be returned to the account so it can remain a revolving fund.

- **Property Liens**

Prior Annexations have been accommodated through the use of a lien process developed by the city Attorney's Office which allows for payment of lien upon transfer of property or death of owner. (See Supplemental Research File.)

RECOMMENDATIONS AND ACTION PLAN

Recommendation 1

The Annexation Task Force, having met the requirements of Resolution 4141, recommends that the Governing Body develop an annexation standard and process for county islands which pose a health and safety risk to residents of Cheyenne and Laramie County based on unsafe septic systems and water wells.

Actions for Recommendation 1

- Establish mandatory annexation criteria based on a percentage of the properties within an island which have high priority health concerns.
- Develop an effective mandatory annexation process to eliminate the potential hazards posed by islands with high priority health concerns.
- Remove procedural impediments to annexation of high priority islands including mapping requirements and the hearing process.
- Allow annexation to be expedited for islands with health concerns identified by Environmental Health.
- Adopt standards which address infrastructure needs on existing developed islands.
- Change User's Agreement process to allow immediate hookup to city services when there is an immediate health risk to the residents or community with a requirement to annex within a definite period of time.
- Develop and implement an outreach program with appropriate staff that will facilitate communication and information sharing between the city and affected parties of the islands of high priority concern.
- Structure a system of financial assistance to pay for improvements.

- Develop State Land and Investment Board grant application for the areas which meet highest criteria and will need financial assistance to complete necessary public improvements.
- Form Special Improvement Districts for areas of forced annexation to complete necessary public improvements.
- Continue the use of property lien agreements to help owners pay for public improvements upon transfer of ownership.
- Identify unincorporated arterial and collector street segments within the city limits and all city owned islands and annex those areas.

Recommendation 2

The Annexation Task Force recommends the Governing Body address the following key items which relate not only to annexation of county islands, but all future annexations to the City of Cheyenne:

- *the city's annexation goals and laws*
- *the city's annexation process*
- *financial assistance*
- *infrastructure standards*
- *long term growth boundary*

With a well defined annexation policy grounded by the goals of Cheyenne's long range growth plan and executed through land use controls, the city will grow in a safe, orderly and cohesive way.

Actions for Recommendation 2

- Update the city's comprehensive land use plan and policies which deal with land use, housing, capital facilities, utilities, transportation, and reevaluate urban growth and service boundaries.
- Establish a written annexation statement that outlines the city's goals and standards of annexation and that will inform citizens and organizations of the

city's position and philosophy regarding annexation.

- Update the city's land use controls in order to facilitate the implementation of the city's plan and annexation goals and to eliminate the creation of future islands.
- Formulate a position for lobbying the State Legislature to assist municipalities with annexation.
- As properties annex, mandate the annexation of adjacent rights of way.
- Future planning for services should be taken into account in the urban growth boundary.
- Hire appropriate additional staff as necessary to accomplish
Recommendations.

APPENDIX

Public Comment

1. Received call from Paul Wood, 635-3191. He's concerned about annexation of county pockets (resolution by council to appoint task force - 1-22-01 meeting). I advised Paul that the Task Force hasn't been formed yet, but to use me as a point of contact. His mother owns two rentals on Storey Blvd, east of Kin's repair, that is part of her retirement income. Is concerned with what it will cost her and he is also upset with one of the newly elected councilman who according to Paul is concerned. I told Paul to write a letter addressing his concerns and send it to me.
2. Man called and requested further information on process. He explained to staff about the problems in his neighborhood regarding drainage and volunteered to be at test property for the annexation task force.
3. Kathy Zubrod called concerning the boundaries of the annexation task force. The study area boundary ends at Van Buren Road. Nothing east of Van Buren is within the study area.
4. Tom Bauman called to request further information on the task force plan and discussed his problems with city development's drainage.
5. Vern Ostdiek called with the recommendation that financial assistance and consistent zoning be key to the task force's plan. He had participated in previous SIDs.

Islands of Laramie County Land within Cheyenne City Limits

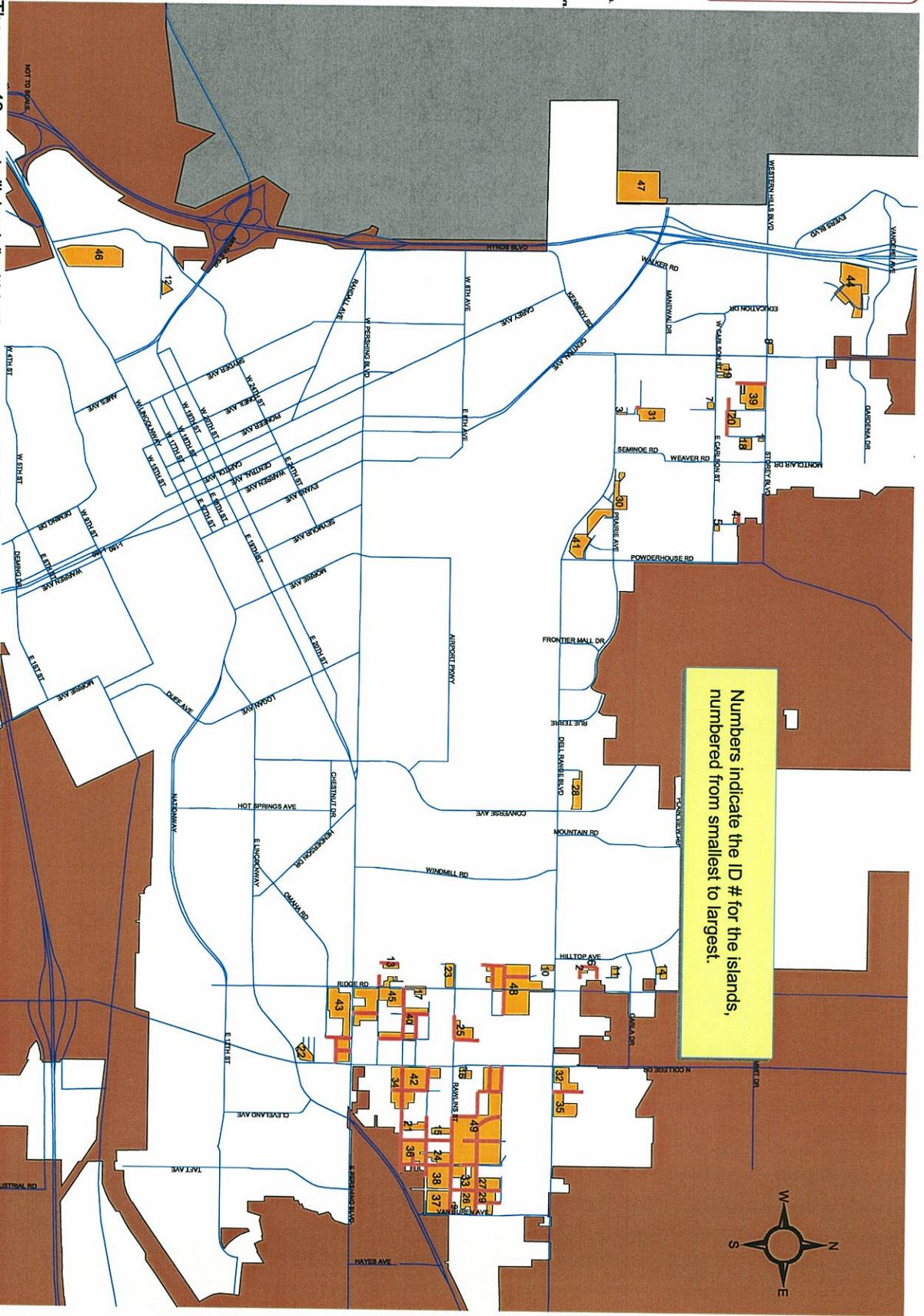
NOVEMBER 2000

Legend

- Government Owned Islands
- CITY OF CHEYENNE
- LARAMIE COUNTY
- ROADS
- GRAVEL
- PAVED
- Ownership
- CHEYENNE CITY
- LARAMIE COUNTY
- FE WARRIEN AIR FORCE BASE
- COUNTY ISLANDS

Numbers indicate the ID # for the islands, numbered from smallest to largest.

- 206 parcels of real estate measured those 49 islands.
- 233 of these parcels are privately owned by 200 owners.
- 8 of the parcels are owned by the City or County. These total about 25 acres, or 8.6%.
- 21 owners reside outside of Wyoming, and 2 owners are Cheyennes.
- 6 parcels do not have ownership listed. They total about 7% (21.8 acres) of the county island acreage.
- Records indicate that a minimum of 55 of the parcels are owner-occupied.
- There are 162 dwelling units on these county parcels.
- 9 of the 49 islands have 0 dwelling units.
- The largest island, 41, has 9 dwelling units.
- Island 49 has 25 dwelling units on it.



There are 49 county "islands" within the Cheyenne City Limits, measuring approximately 326 acres (just over 1/2 of a section, or 1/2 of a square mile).



Explanation of Chart

The preceding chart is the summation of the rating by the task force for factors related to determining which properties are concerns based on health, safety and welfare. Review of the chart is done in two ways.

The first review is to examine the Final Total line which reflects all staff ratings with assignment of a weighting by department. For example, Island 1 had a total score of 40 when all the points were considered. Originally, Environmental Health assigned a score of 59 to the island which resulted in a weighted score of 27.7 based on a weighting factor of 47%. Additionally, Island 1 had scores from Engineering of 38 with a weighted score of 6, Long Range Planning was 9 with a weighted score of 1, Government Services was a 21 with weighted score 4, Financial need was 7 with a weighted score of 1, and Nuisance was 0 with a weighted score of 0. This would put Island 1 as a higher concern within the total island groupings.

Based on the large number of properties in the top grouping and based on the annexation task force's focus on the issue of Environmental Health concerns being the major priority an additional cutoff criteria was applied for the second review.

Under this second review the chart denotes the islands which received a score of 30 or greater as a concern for Environmental Health. There are 12 islands that meet the dual criteria and they are shown in the Final Total line in bold with an underline. Island 1 is not within the 12 listed because it is below the cutoff criteria of 30 or greater (the threshold number for concern as a high priority property).

The calculation below demonstrates this explanation and are rounded to the nearest whole number.

Department	Score	Weighting	Final Score
Environmental Health	59	47%	28
Engineering	38	15%	6
Long Range Planning	9	10%	1
Government Services	21	18%	4
Financial Need	7	7%	1
Nuisance	0	3%	0
Total	134	100%	40

RESOLUTION NO. 4141DATE: 1-26-01

ENTITLED: "A RESOLUTION CREATING A TASK FORCE TO INVESTIGATE THE ANNEXATION OF 'COUNTY POCKETS' LOCATED ADJACENT TO THE CITY OF CHEYENNE."

WHEREAS, several areas located within the City limits are not annexed to the City; and

WHEREAS, because these areas are adjacent to the City or entirely surrounded by the City, jurisdictional issues have arisen; and

WHEREAS, the Governing Body wishes to create a task force to investigate whether these areas should be annexed; to identify the costs of annexation; and to determine the effect of annexation on property owners; and

WHEREAS, the task force will be comprised of a representative from the City Planning Office, the City/County Development Office, the Mayor's Office, the Governing Body, the City Attorney's Office, the City Engineer's Office, the Board of Public Utilities, the City Construction Office, the County Planning Office, the County Commission, the County Attorney's Office, and six members of the public, including residents of the City and the County. The City/County Development Office will act as the lead agency for staffing purposes; and

WHEREAS, the six public members of the task force will be appointed by the Mayor, with the approval of the Governing Body; and

WHEREAS, the task force must submit a report to the Governing Body by August 1, 2001; and

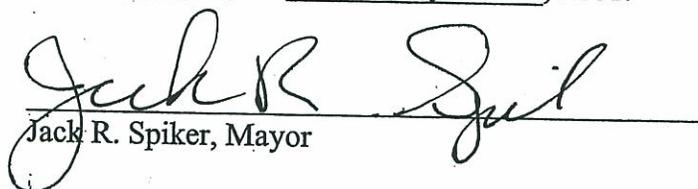
WHEREAS, the report must include an analysis of the advantages and disadvantages of annexation; the cost of annexation; and how the City could provide financial assistance to affected property owners.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CHEYENNE, WYOMING, that a task force be created to investigate whether areas adjacent to or surrounded by the City should be annexed; to identify the costs of annexation; and to determine the effect of annexation on property owners.

BE IT FURTHER RESOLVED that the task force will be comprised of a representative from the City Planning Office, the City/County Development Office, the Mayor's Office, the Governing Body, the City Attorney's Office, the City Engineer's Office, the Board of Public Utilities, the City Construction Office, the County Planning Office, the County Commission, the County Attorney's Office, and six members of the public, including residents of the City and the County. The City/County Development Office will act as the lead agency for staffing purposes.

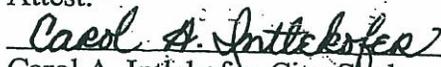
BE IT FURTHER RESOLVED that the task force must submit a report to the Governing Body by August 1, 2001. The report must include an analysis of the advantages and disadvantages of annexation, the cost of annexation and how the City could provide financial assistance to affected property owners.

PRESENTED, READ AND ADOPTED this 22nd day of January, 2001.


Jack R. Spiker, Mayor

(SEAL)

Attest:


Carol A. Intlekøfer, City Clerk