

**2008 ANNEXATION STUDY COMMITTEE
MEETING AGENDA
APRIL 24, 2008 7:30 P.M.**

A. INTRODUCTIONS & COMMITTEE STRUCTURE

1. Chairperson – Jerry Johnson, City Councilman
2. Recording Secretary – Melissa Harrell, City Administrator/Clerk/Treasurer

B. NAME OF COMMITTEE FOR IDENTIFICATION PURPOSES

2008 Annexation Study Committee

C. THE PURPOSE OF THE COMMITTEE

1. As required by statute, the city shall prepare a plan within one year of the completion of annexation of the identified area (s) to extend various city services to those areas, or portion of areas, where it is determined by the Mayor and Council of the City to be fiscally prudent.
2. The Sub-division identified in the 2008 Annexation Plan and included in the 2008 Annexation Study have asked for the above identified “Plan” to be developed prior to annexation which is proposed for early 2009.
3. The 2008 Annexation Study Committee is to work together to develop the “Plan” which would be presented to the City Council for action.

D. COMMITTEE GOALS AND TIMELINE

Using the “Adopted Policy” as the source document, the Sub-division Representatives provide input to the City Representatives to allow for discussion and understanding of the proposed action and work together to create a plan that better defines the costs, values, and responsibilities of each party and works toward a consensus agreement. The timetable for completion of the study is August 31, 2008 for presentation to the City Council for action.

E. COMMUNICATION TERMS TO BE USED

1. “Committee”- Refers to the representatives from the city, appointed by the Mayor and the representatives appointed by the Sub-divisions to represent each sub-division that has been identified as part of the City Annexation Plan for 2008.
2. “Adopted Policy” – Refers to the City Policy adopted February 28, 2008 and is available in printed copy to the committee and available to the general public on the city web-site.
3. “Plan” Refers to the document that will be developed by the City Representatives for presentation to the City Council.

F. COMMITTEE PROCESS

1. First Meeting – April 24, 2008 – as outlined in this agenda
(Forms will be provided to the Sub-division Representatives to be submitted to the City Office by May 8th to prepare for the Second meeting)
2. Second Meeting –Date to be determined –
Agenda – Sub-division Representatives provide input, both written and verbal to the City Representatives as outlined on the Annexation Study Input Forms provided at the First meeting.
3. Third Meeting –City Representatives, after review provided at the Second Meeting, will respond to those items identified on the Annexation Study Input Forms and be open to discussion of those items.
Third Meeting might be divided into separate sections (by Sub-division Clusters) to better address like concerns and possible solutions
4. Fourth Meeting- This agenda will be determined at the Third meeting based on unresolved items on the table, areas not addressed to date or new items to be addressed.

G. MATERIALS AVAILABLE TO COMMITTEE

1. Copies of the “Adopted Policy”
2. “WELCOME TO WAHOO” booklet
3. Various documents and material created by the city during the discussions

H. GENERAL RULES

1. No ‘Official or documented’ votes will be taken during the committee meetings as a group, or by the City Representatives.
2. Time will be allowed during the meetings for Sub-division Representatives to meet together in groups to discuss agenda items that might help in moving the discussion along during that meeting.
The meeting place will be set up to allow for such “group” discussions.
3. Communication between meetings will be limited to conversations between only those members of the study committee but will encourage communication between representatives and the citizens or government bodies they represent.
4. The Committee Chairperson will report at city council meetings as part of the “Committee Report” portion of the council agenda the general progress of the committee study. Sub-division representatives will be notified if a report of the committee is being presented as part of the Council agenda.
5. Sub-division representatives will be notified by e-mail or phone (if e-mail is not available) if there is an action item dealing with annexation on the council agenda.

I. HAND OUT “ANNEXATION STUDY INPUT FORMS

(Form to be e-mailed or turned into the City Office by 5:00 p.m. May 8th)

J. COMMENTS – QUESTIONS FOR THE COMMITTEE MEMBERS

K. SET DATE, TIME, AND PLACE FOR THE NEXT MEETING

Thursday, May 15th, City Library

Times might be staggered to accommodate meeting as Sub-division Clusters.

Possibly 6:00 p.m. and 7:30 p.m.

ANNEXATION STUDY INPUT FORM

(Your responses can be presented on additional pages)

NAME OF SUB-DIVISION

- A. List the item or items in the “Adopted Policy” that you have questions about or would like discussed as part of the Annexation Study.

- B. After listing the item or items in the “Adopted Policy” identified in Part A, explain your position and provide a possible solution.

- C. List additional items that relate to city policies or statutes that are not addressed in the “Adopted Plan” that you would like to see in the “Plan”.

- D. List other recommendations you would offer to help build consensus as we move toward annexation of your sub-division.

The second meeting agenda will provide time for you to further discuss and explain your position.

Please submit the information by e-mail (if possible) or hard copy to Melissa Harrell (harrell@wahoo.ne.us) or City Hall, 605 N. Broadway, Wahoo, Ne. 68066 by 5:00 p.m., May 8, 2008.