

DRAFT
Summary of Annexation Issues and Possible Solutions

No	Issue	Possible Solutions
1	Difficulty in keeping track of and accessing adopted annexation ordinances	<ol style="list-style-type: none"> 1. Make an electronic version of the adopted annexation ordinance easily accessible by possibly modifying the Maricopa County Recorder website to facilitate searches, or by establishing another location for accessing adopted ordinance
2	Confusion over deadlines for supplying annexation information.	<ol style="list-style-type: none"> 1. Communicate annually with agencies to confirm intermediate and final deadlines for submitting annexation information 2. Prepare an annual schedule of deadlines 3. Monitor deadlines and send reminder notices to annexation contacts
3	Accurate and timely completion of the Census Bureau Boundary and Annexation Survey	<ol style="list-style-type: none"> 1. Ensure that survey is forwarded to correct contact by confirming mailing lists with Census Bureau 2. Work with Census Bureau to transition from a manual to an electronic updating of files 3. Hold annual workshop in to coordinate member agency submittals to avoid overlapping boundary submittals 4. Coordinate with Census Bureau and member agencies as needed in completion of the BAS and submittal to the Census Bureau
4	Duplication of effort and inconsistencies in responding to multiple requests	<ol style="list-style-type: none"> 1. Prepare a memo documenting commonalities and differences in data requests and distribute to member agencies and DES 2. Examine timing of data requests to determine potential efficiencies 3. Coordinate submission of annexation information to the Census Bureau, Maricopa County and MAG
5	Responding to questions from agencies requesting annexation data	<ol style="list-style-type: none"> 1. Establish single point of contact 2. Provide written response to questions or list of frequently asked questions 3. Brief new staff members on annexation information to provide 4. Assemble memo clarifying process for supplying annexation data to agencies that require the data
6	Direct versus indirect Transmittal of annexation information	<ol style="list-style-type: none"> 1. Encourage creation of PDF files for adopted ordinances where necessary 2. Prepare list of agencies to receive annexation information 3. Distribute ordinances in a group e-mail
7	Digitizing annexation boundaries	<ol style="list-style-type: none"> 1. Provide for review and comment by jurisdictions for their digitized annexation boundaries prepared by Maricopa County.
8	Coordination of annexation boundaries among adjoining jurisdictions	<ol style="list-style-type: none"> 1. Develop contact lists for coordinating annexations in adjoining jurisdictions. This measure is consistent with MAG enhanced notification process approved by the MAG Regional Council in January 1991.

 Signifies those possible solutions that could be undertaken by MAG staff, if directed by the MAG POPTAC