

**Advance Readings
Seminar on Archival Resources re:
South Phoenix Annexation**

Institute for Humanities Research

February, 2018

Contents:

Mr. Homeowner, This Is How Annexation Will Benefit You and Save You Money
[pamphlet], Phoenix: City Council, 1958 [CE EPH GCI-40]

Charles Elmer Papers, Arizona Collection, Arizona State University Libraries, rcd. 1994:

- Newsclippings, 1961 [CM MSM-950]
 - “South Phoenix De-Annex Hopes Raised”, T-Bird[?], n.d.
 - Lindsey, Gene, “Gerrymandering Is Charged in South Phoenix Annexation”, *The Phoenix Gazette*, January 24, 1961.
 - “South Phoenix Resident Deplores Annexation Tactic, Urban Renewal”, *South? Phoenix Roundup*, n.d.
 - “Annexation of Two Areas Ruled Legal”, *Arizona Republic*, June 14, 1961
- Correspondence, 1961 [CM MSM-949]
 - ALS, Earl R. Fuller to Judge Charles Elmer, May 16, 1961.
 - ALS, Mrs. E. M. Nelson to Judge Charles Elmer, June 14, 1961.
 - ALS, An American to Judge Charles Elmer, n.d. with anonymous printed cartoon.

A Guide for Annexation February 1988, Phoenix: Arizona League of Cities & Towns, 1988. Excerpt through page 6. [CE EPH GCI-107]

CITY'S FINANCIAL POSITION IS STRONG

By the use of modern municipal management tools, the City of Phoenix has achieved a high degree of efficiency in its operations and is in a strong financial position.

As a result, the City's financial position is more sound today than it ever has been despite the problems created by the startling growth in population in the City and surrounding fringe areas.

In recognition of the soundness of the City's finances, Moody's Investors Service, a national credit rating concern whose ratings are a guide for potential investors, has given the City's bonds an "A" rating. This means the taxpayers benefit from lower interest rates and a corresponding saving in taxes.

In spite of increased costs of operation resulting from inflation, the City of Phoenix has decreased its property tax rate 23.2% since 1950. Voters of the City have authorized a \$70 million capital improvement program which will be financed without increasing the present city property tax rate of \$1.75 per \$100 of assessed valuation. The property tax rate has been maintained at \$1.75 for the past three years. The previous three years it was \$1.85.

MAKE PHOENIX YOUR CITY!

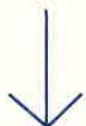
More than 500,000 people are proud to say they are from Phoenix when they are away from home. Yet, less than half of them live within the city limits. More than half reside in the fringe area around the city. The strength of the city you claim as your home depends upon your contribution as a resident and the active interest you take in the affairs of your municipal government. By uniting our resources we are able to do many things collectively which people as individuals and small groups can never do. With a larger group we can do still bigger things and enjoy fuller lives.

YOU AUTOMATICALLY BENEFIT FROM THESE MUNICIPAL IMPROVEMENTS

- A multi-million dollar water system to bring an adequate supply of healthful water at lower rates if you live in the City and are served by the city water system.
- A \$1,000,000 public library, which you may use without charge if you live in the City.
- A well-rounded parks and recreation program for all age groups.
- An extensive street lighting program that will make Phoenix one of the best lighted cities in the nation will be extended to your street, as soon as possible, after your area is annexed.

HOW CITY TAXES ARE USED

City taxes pay for fire and police protection, street maintenance, street lighting, garbage and trash collection, traffic signs and signals, recreation programs, health, building inspection, zoning and other services. The current city tax rate is \$1.75 per \$100 of assessed valuation. Most property owners will pay less in city taxes than the savings they will realize from lower fire protection costs, lower water rates, elimination of garbage and trash collection charges, elimination of sewer charges and generally improved community services.



CITY TAXES ARE DEDUCTIBLE FROM YOUR FEDERAL AND STATE INCOME TAXES

ARIZONA COLLECTION
ARIZONA STATE UNIVERSITY

**Mr. Home Owner—
this is how annexation
will benefit you
and save you money...**

*of, Arizona --
council.*

**Home Owner—
is how annexation
benefit you
save you money...**



yes, annexation is to your interest!

The Phoenix area — both inside and outside the city limits — has experienced a tremendous population growth in the last decade. Paralleling this growth has been the increase in the number of services provided its citizens by the city.

City expansion is a means for us all to work together for mutual benefit.

City government exists expressly for the purpose of providing necessary community services more economically and effectively than the citizens can provide them individually.

It is not suggested that newly annexed territory will get added services and conveniences without charge. In many instances, however, these services will cost you less than you are now paying. In addition, you will benefit from many additional services that you cannot even buy. This folder has been prepared to acquaint you with what these services are so you will have all the facts concerning annexation.

Arizona
352.0791531
P5652 m
1958
Cop. 1

YOUR GAIN PARTICIPATION

A voice in the affairs of your City government. Eligibility for public office in your City. The right to say Phoenix is your HOME.

POLICE PROTECTION

CONSTANT PATROL in residential areas by a competent, trained police force having automobiles equipped with three-way radios.

FIRE PROTECTION

PROPER FIRE PROTECTION for you, your family and your property. RESULTING in LOWER INSURANCE COSTS — LESS RISK! This fire protection service is extended as the City grows.

WATER SERVICE

AMPLE SUPPLY, CONSTANT PRESSURE with day and night service at REDUCED RATES, if you are served by the Phoenix Water System. An adequate water service is necessary to give you the fire protection which results in lower insurance rates. Water mains and hydrants installed at city expense.

GARBAGE & TRASH SERVICE

Regular service on scheduled days with modern truck equipment resulting in a CLEANER NEIGHBORHOOD and improved sanitary conditions WITHOUT EXTRA COST.

STREETS

Streets will be maintained. Paved and curbed streets are cleaned. Modern street lighting and street name and traffic signs installed.

PARKS AND LIBRARY SERVICE

Year around parks and recreation program. Free library service.

ZONING AND BUILDING

Real protection of your home and property values through planning and zoning. Protection from faulty construction, dangerous electrical wiring and unsanitary plumbing.

ALL THESE SERVICES and facilities will be enlarged and extended as you and your neighbors become residents of Phoenix through annexation.

29 March 60 M. MURRA

325285

THE CITY OF PHOENIX WILL PROVIDE TRUNK SEWER SERVICE AND HAS PURCHASED MOST OF THE PRIVATELY-OWNED WATER COMPANIES IN THE AREAS TO BE ANNEXED.

MATTHEWS LIBRARY
ARIZONA STATE
TEMPE, ARIZONA

YOUR DIRECT SAVINGS COULD BE SUBSTANTIAL

The estimated savings listed below are based on a typical home with an assessed valuation of \$2,500 and a current city tax rate of \$1.75 per \$100 of assessed valuation. The \$2,500 assessed valuation represents a market value of approximately \$10,000. City taxes are deductible from Federal and State Income Taxes.

Garbage and trash collection saving —
(Estimated at \$2.00 per mo.)...per yr. **\$ 24.00**

City water. 22% saving on minimum water rates. 30% saving on excess over minimum charge. (To estimate your minimum annual saving, reduce your annual bill by 22%.) **\$**

Fire insurance saving — when fire hydrants are installed.
(\$10,000 coverage — rate decreased from \$0.28 to \$0.14 per \$100)per yr. **\$ 12.50**

Fire protection savingper yr. **\$ 12.00**

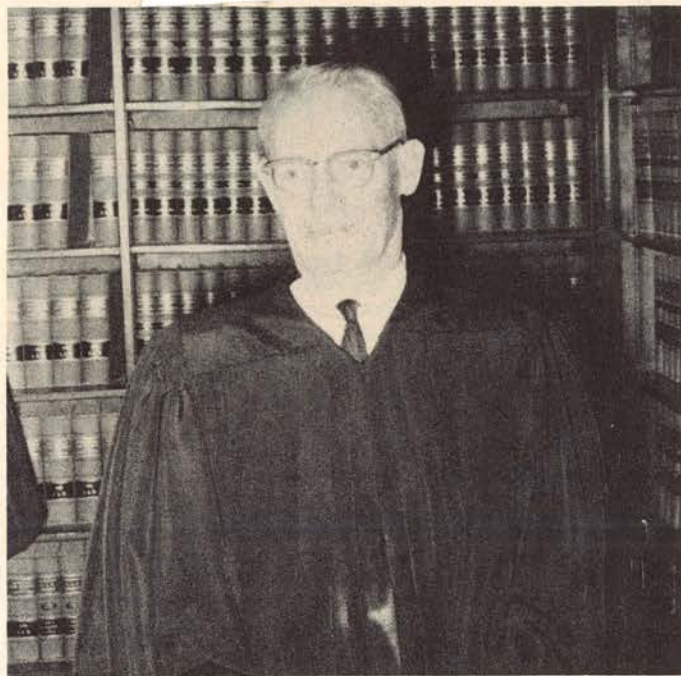
City library fee savingper yr. **\$ 5.00**

*City taxes (Based on \$2500 assessed valuation)per yr. **\$ 43.75**

If you are connected to the city sewer system, you would realize an additional savings of \$2.50 per mo. minimumper yr. **\$ 30.00**

USE THIS CHART TO MAKE YOUR OWN ESTIMATE OF POSSIBLE SAVINGS

	Yearly Present Cost	Yearly Cost if in City
Garbage & Trash Collection		-0-
Water		
Fire Insurance		
Fire Protection		-0-
Library Fee		-0-
City Tax	-0-	
Sewer Rental		-0-
Street Maintenance		-0-
TOTAL		



Superior Court Judge Charles P. Elmer, of Kingman, Pictured in Chambers before the afternoon session. T-Bird Staff - Photo

South Phoenix De-Annex Hopes Raised

The need for further study of counter-motions and an affidavit submitted to Superior Court Judge Charles P. Elmer by Dow Ben Roush, special counsel for the City of Phoenix, gave further hope today to citizens of South Phoenix in their argument against annexation.

The affidavit, as submitted, was purportedly for a specific portion of one of the four counter-motions rendered by the attorneys for the City, but was not intended as evidence. The attorney for the citizens of South Phoenix, Jack C. Cavness, questioned the labeling of such a document and indicated that a continuance would be necessary if the affidavit was accepted under any label in order that countering affidavits and depositions could be prepared and presented. Mr. Cavness also indicated that such a procedure would be quite time-consuming.

Judge Elmer, presiding in place of Judge Thurman at the request of attorneys from both sides, adjourned the Tuesday afternoon session without setting a date for reconvening, but he promised that it would be as soon as possible for he fully realized that much is at stake in these proceedings.

The question posed by Judge Elmer concerning the residence of the majority of a hypothetical group in a like situation resulted in Mr. Cavness' remark that "this is a similar situation." The audience spontaneously applauded the remark but were admonished by Judge Elmer for the outburst.

Mr. Roush contended that the City had every right in annexing the South Phoenix and Maryvale areas in one move and cited a case in Tuscon in 1954 in which it was stated that this (annexation) was performed "either with or without the right of the inhabitants" of the area. He further contended that a city council has the entire discretion in such matters, and that if petitioners (residents) described the areas to be annexed, it would reduce the power of the council. He implied the complaint submitted by John H. Kennedy to be "moral persuasion having no legal force."

Mr. Cavness reacted by citing a later decision by the Supreme Court of Arizona which set aside

'Gerrymandering' Is Charged In South Phoenix Annexation

By GENE LINDSEY

An attorney representing South Phoenix residents today charged the City of Phoenix with "gerrymandering" in its annexation of South Phoenix and Maryvale last year.

Jack Cavness made the charge as arguments on motions made by South Phoenix residents were being heard before visiting Superior Court Judge Charles P. Elmer of Kingman.

Cavness alleged Phoenix acted without authority when it sent paid employes into the areas to gather signatures of property owners representing at least 51 per cent of taxable property in both areas (South Phoenix and Maryvale).

CAVNESS SAID he would show that not more than one-third of the signatures on the annexation petitions for both areas represented South Phoenix.

At this point, from 100 to 150 persons in the audience, mostly South Phoenix residents, stood and applauded, ignoring the bailiff who was rapping his gavel for order.

Judge Elmer admonished the audience with this warning, "We will have no more of this."

Cavness then raised the charge of "gerrymandering."

(A GOVERNOR of Massachusetts named "Gerry" in 1812 re-districted certain Massachusetts counties so he could swing political support to his side. A map of the move resembled a salamander, hence the word gerrymander.)

Dow Ben Roush, special counsel for the City of Phoenix, said the city acted within its legislative powers in annexing both areas.

Cavness, who along with attorney George Sorenson claim they are serving the people of South Phoenix without compensation, cited an interpretation by the supreme court which said any persons who want to be annexed to a city must act themselves rather than have the city go in

with petitions and stop at 51 per cent of the property owners.

"THE CITY cannot say 'let's go out an annex so we can be the 29th largest city in the United States,'" Cavness said.

The arguments on the motions was a prelude on a hearing of a complaint filed by John H. Kennedy, a South Phoenix resident, against the city alleging that the city acted without authority in annexing South Phoenix and Maryvale at the same time.

South Phoenix Resident Deplores Annexation Tactic, Urban Renewal

Roundup Newspaper
South Phoenix

After sitting through another wonderful Arizona Roundtable show Sunday night I was moved to write this letter.

The TV has become a genuine blessing to our America, enabling you and me to become educated to all kinds of plots as well as personalities such as the present Mayor of the City of Phoenix and his friends, which I had the dubious pleasure of meeting via TV Sunday night.

This new and interesting addition to our City Government called Urban Renewal is the city's newest threat to our freedom and the safety of our own homes. South Phoenix knows beyond a doubt that we have been railroaded into the city. Regardless of the fact that I myself wanted to be part of the city at that time the manner in which it was accomplished was ruthless and instead of us petitioning and requesting it we were attacked and dragged in by City petitioners.

The next item was the Sewers for which we in South Phoenix had not been able to see our way clear in financing and for which we had not yet petitioned for, descend on us so quickly that if it were not for those alert and energetic American Citizens we have here in South Phoenix we would be now facing a Sewer Assessment. It is not difficult to see that hard on the heels of that would come street paving assessments.

The Roundup, in the tradition of the noble moral fibre of old-time newspapering, wrote an article stating facts of the numbers of other Phoenixians unable to pay assessments who were losing their homes. My question is: "What was the manner in which those areas came to that state of affairs?"

I am for sewers. I am for street paving. I am for being in the City. I see a wonderful increase in property values and reduced taxes when we have industrial and commercial enterprises springing up and sharing our tax burden — BUT let us do it when we ask for it — when we can afford to pay for it without losing our homes for it.

Now comes the newest and latest of City oppressions Urban Renewal. A group of men and women who studied this subject appeared on the Arizona Roundtable show about one month ago. Much concern was expressed regarding this subject because it was learned that inspectors were given city sanction to inspect our homes and if we did not do the things that were suggested that our homes could be condemned by law which now exists and we would have to pay to have our own homes de-

TV and among other expose's he made the remark that last year almost every decision made by the Arizona State Legislature was in favor of selfish "pressure groups" and against the general good of the people as a whole.

Sincerely,

Mrs. American Freedom First
Name withheld by request.

P. S. Communists are also good at doing things to "protect" the masses. Is this some breed of American Communism?

we did not do the things that were suggested that our homes could be condemned by law which now exists and we would have to pay to have our own home destroyed. In other cities where Urban Renewal has been in action as many as 13 churches in one area and 9 in another area were destroyed along with vast areas of surrounding homes in order to make way for industry and apartments. The churches were never replaced.

Great industrial expansion is planned for Phoenix. How is it going to come to us? By taking away our homes? By taking away our freedom? By taking away our democracy?

While I listened to the Mayor and his friends on the Roundtable and heard how they were doing this for our own "protection" for "health" and "safety" as they put it, a cold chill went up and down my spine and boiled when the Mayor of three different times during the program evaded the question put to him. Never answering it. The question was, "Would people lose their homes and have to pay to have them torn down if they did not do what Urban Renewal said they must?"

Instead, there was much talk about the new Board of Housing Appeals which has been recently set up to receive complaints from the people regarding cases where hardship existed in complying with Urban Renewal's inspectors' "suggestions". However the Board can certainly turn down such pleas and the householder forced to comply or destroy. It is the law.

The obnoxious expressions of the Mayor and his friends when they said it was "democratic" and that people can always take their grievances to court were sickening. We all know that people in such financial condition could not have the money to fight such a battle in court. Is that democratic?

When they were asked if they had made a study comparing our slums with others around the country they admitted that they have not. They did not speak of "Slum Clearance" they said they were interested in "near-slum areas". They have two such areas they are making plans for now and 3,300 inspections have already been made being permitted by innocent people who pay for the



Republic - June 14 - 61
Annexation

Of Two Areas Ruled Legal

PHOENIX'S annexation of South Phoenix and Maryvale was ruled legal yesterday by Superior Court Judge Charles P. Elmer of Kingman.

Judge Elmer made his ruling after opponents of the annexation completed their case. The decision was hailed as a victory for the city's annexation procedures.

Attorneys Jack Cavness and George Sorenson, who fought the annexation made by the Phoenix City Council in February, last year, said they did not know whether the decision will be appealed to the Supreme Court.

DOW BEN ROUSH and Richard Kamps were special city attorneys in the complicated suit. Roush had moved to dismiss the action because the opponents had failed to show that sufficient of the signatures on the petitions for annexation were invalid.

In making the claim, Roush argued that under Arizona law the city has not only the right but is required to act on figures of assessed valuation furnished by the county assessor and the state tax commission. This, he said, the city did and had more than 50 per cent of the assessed valuation represented on the petitions.

JUDGE ELMER, in ruling, pointed out: "The court has come to the conclusion that those figures (supplied the city by the assessor and tax commission) in the absence of fraud, are conclusive evidence in matters of annexation." He said the legislature intended that the figures be made mandatory upon cities for annexation purposes.

"No other reasonable interpretation can be placed on the law," he said. "It is not possible to attack the total valuation and inquiry should be directed as to whether or not there are enough signatures represented on the petitions."

Annexation
Suit

1432 E. Alta Vista Rd.
Phoenix Ariz
May 16 - 1961

Dear Mr. Elmer,

As a South Phoenix resident and taxpayer for the past 13 years I wish to make it known that I am very bitter by the unfair & illegal manner in which we were annexed by the City of Phoenix.

I too, was not approached by anyone who was circulating petitions in favor of annexation several months ago. And further more I am very bitter about my property taxes jumping up about \$60⁰⁰ since the city took the illegal move.

I am driving a truck for a living and it is not easy for me to pay \$320⁰⁰ a years property tax. My home is a two bedroom and I have a small 1 bedroom rental.

It is a disgrace to all the residents in So Phoenix to be harassed by City Policemen lurking behind gas stations, bill boards, and everything big enough to partially conceal a police car. It is nothing to count about 8-10 police cars and about twice that many men in them between the Salt River and Baseline road on So. Central Avenue. I resent my tax money being carelessly spent in order to buy

new cars and having city personnel in these cars sitting around in them doing nothing but waiting to pounce on some decent citizen in order to extract a few dollars to build up a City of Phoenix political fund.

I do not know either of the two So. Phoenix attorneys fighting this unfair and illegal move of annexation but I do know they must be very honest and wonderful men to take the move and try to restore the rights to we citizens that we are entitled.

I also feel that if they can prove in 30 minutes that the City of Phoenix illegally annexed us that this should not be a long drawn out affair such as it has been. It is merely playing in the hands of some city politicians to do so, and slowly robbing we citizens of needed income.

The city of Phoenix street dept has been over doing things out here in the past few weeks trying to prove to us what they can do for us only to be forgotten when & if this thing is settled in their favor. There are miles of streets that have been in the city for 25 years that are an eyesore and unfit for travel that should be repaired before coming out here.

Thank You
Earl R. Fuller

Annexation - Suit

June 14, 1961

Annexation By City Wine

Dear Judge Elmer. Being from Kingman
and haven't live in the County or know
what it is to make a law the hard way
& know you think you did right or didn't
care about the 2000 poor people you can't
afford to live in the City, and my family
and I are one of those family. I am writing
you this letter so you hear you heard
of people being put out of their shack
in South Phoenix you can look up at
the Blue Yound and the good master
and Smith, oh I know it was all
done has has and by the low Book
Cause the Law Book don't count for poor
people, now my husband is in his 60
to old to go to work and where will he
work the City don't have job and he not
old enough to draw a pension. So please
tell me what to do now when we was
in the Country we raise hog & Chicken
Cow. Buy now you know you just stop all
that. And Judge did you ever take time
and come out South Phoenix there
nothing in so they put the Air Park you
put it right in the City other than that

From Centard to H8 St there nought
But Cotton and grain, and hay
But what want he here now. because
But what want he here now. because
me in The City, who going to pay
my City Bill's now. look like me
The Country sure know more about
what is what out here it been
The County more sure 20 yr, don't
get me wrong & like the City to if
could afford to live in it! But thanks
to you now alot of poor peoples
got to thank about sell their shack
on fire they up and let the City
Take them, you may want to know
why I say let the City Take them
well most of the peoples in South
phoenix is on Country reform, and
the other half work in the field and
the other half raise hog's & Cow, and
fram. now this is the truly ask the
City, all the City want is the 10¢
penn, and all we wanted was to
stay in the Country, how can the City
do any things for South Phoenix, I know
you don't the street up town. well what
do is do to do it, you loose any sleep.
let South Phoenix poor people do the curing

1291
June 14 1891

From Mrs. E. M. Nelson
Brooklyn 3125 So. Phoenix Ave

P.S. if you get this
and would have time
would be very glad
to receive an answer,
& am not met
just now, and
don't know we
going to make it
now.

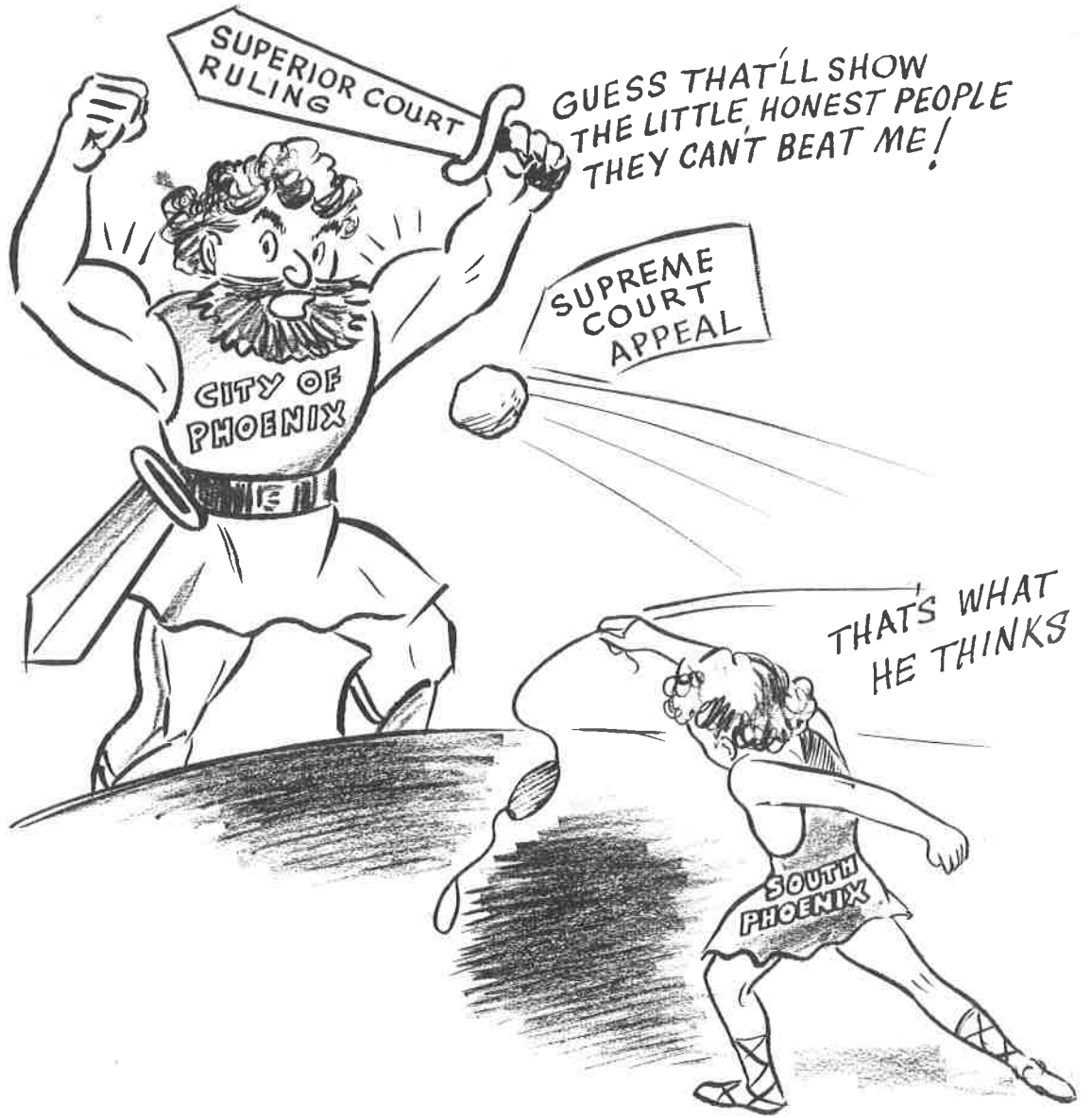
Annexation Suit

Mr Elmer,

I wish to congratulate you on your decision for the City of Phoenix. "Judge", if you can be called Judge, but in my opinion and a lot of other people as well. That you are just another rat in a long line of rats because of power better positions and pay offs (which one is yours) goes against the little people of this land. We the people of South Phoenix thought you being an out of town man you would be honest and truthful and put our faith in your decision. But to our shame and disgust you are as bad as the crooks that run the City, if not worse because you have "Judge" on the front of your name which is supposed to stand for justice and rights of the free people but as long as people like you are Judge this will be no freedom for us till Jesus comes and then we will see what decisions are his.

An American

I dare you to read
all of this letter
then I hope you
can sleep nights:



A GUIDE FOR ANNEXATION

FEBRUARY, 1988



FOREWORD

This manual has been prepared for the use of Arizona's local government officials involved in the annexation process.

The publication is designed to provide a step-by-step guide to the annexation of land by a municipality as well as to set forth the statutory requirements and applicable court decisions on the subject. This manual replaces the 1983 edition and reflects recent court cases and additional requirements for conducting annexations as adopted by the Legislature.

The information contained in this booklet will, we hope, make it a useful reference document. Any comments, suggestions or criticisms regarding the content of this publication will be appreciated.

John J. DeBolske
Executive Director

TABLE OF CONTENTS

INTRODUCTION	1
SECTION I. CAN YOU LEGALLY ANNEX THE PROPERTY?	3
SECTION II. THE ANNEXATION PROCESS	5
Steps in the Annexation Process	5
Time Period to Obtain Required Signatures	6
Suggestions for Obtaining a List of Property Owners	6
Suggestions for Obtaining Approval to Annex State Land	7
Inspection of Petitions	7
Zoning After Annexation	7
SECTION III. GETTING THE SIGNATURES	9
Eligible Signatures	9
Tax Exempt Property	10
Conditional Signatures	11
Withdrawal of Signature	11
Time Period to Obtain Required Signatures	11
Review and Tabulation of Signatures	12
SECTION IV. COUNCIL ACTION	13
Protest or Contest	14
SECTION V. AFTER THE ANNEXATION	16
Transmittal of Annexation Ordinance	16
Effect of Annexation	16
Report Annexations for Expenditure Limitation Adjustments	16
State Shared Revenues	17
SECTION VI. DEANNEXATION	18
Status of Deannexed Land for Taxation Purposes	19

APPENDIX A. ANNEXATION TIME-LINE	20
APPENDIX B. STATE LAW PROVISIONS ON ANNEXATION	22
APPENDIX C. MODEL ANNEXATION PETITION	27
APPENDIX D. A MODEL ANNEXATION ORDINANCE	28
APPENDIX E. ANNEXATION MAP DISTRIBUTION	31
FOOTNOTES	32

INTRODUCTION

Annexation is the process by which a city or town may assume jurisdiction over unincorporated territory adjacent to its boundaries. As such, annexation represents a serious step in the overall growth of a city or town. In Arizona, annexation requires the consent of the owners of at least one-half of the value of the real and personal property and more than one-half of the property owners in the territory to be annexed as shown by the last assessment. In addition, the consent and action of the city or town council is required. Annexations are frequently the subject of much debate and because both the required proportions of property owners and the municipality must agree on the territory to be annexed, annexation is not always the smooth and orderly process that some would prefer.

In this context, cities and towns have taken different approaches to annexation. Some wait until residents of an area request annexation before becoming involved, while other cities and towns have developed an annexation policy to provide for balanced growth in conformance with city or town standards. No matter which approach is taken, there are certain procedural requirements set forth in the state law. The purpose of this manual is to provide a step-by-step review of those requirements which must be followed by a city or town in annexation proceedings.

There are many pro and con arguments which have been advanced regarding annexations. The basic arguments for annexation are that residents receive the benefits of a higher level of municipal services and that development is subject to municipal building codes, subdivision requirements and zoning ordinances. Additionally, residents of the annexed area are permitted a voice in community affairs that affect them.

Local officials should also be aware of some of the common arguments against annexation. Opponents of annexation contend that those residents outside the city or town limits chose to build and live there to avoid taxes and services they do not want and, perhaps, to enjoy certain rural amenities. In addition, some opponents of annexation feel that the very act of bringing fringe areas into an established city or town will hasten the growth of such areas.

In any annexation decision, the practical consequences and costs of such an act should be considered by the city or town. Upon annexation, those new municipal residents may expect certain services such as police protection and garbage and trash pickup to be provided almost immediately. Additionally, such services as water and sewer and street paving or repair may be required within a reasonable length of time after annexation. Consequently, it may be good practice for the city or town to study the effects of annexation prior to taking any action. Such a study can range from rough estimations to a detailed review of the economic consequences of annexing specific territory, particularly for large annexations. In addition to providing a basis for decision-making, this information may be helpful in justifying the annexation if controversy arises during the annexation process. Such information may also be useful in planning for services to the newly annexed area.

In addition to planning for individual annexations as they occur, some cities and towns have adopted an "annexation policy" in which a policy on annexation is established, although there is no legal requirement for such a policy. This policy can be adopted following a study of the various factors involved in annexation.

Once the policy is adopted, it can serve as a guide to the staff and to residents in unincorporated areas contiguous to the city or town.

While the annexation of territory may certainly mean additional state shared revenue, the additional revenue to be gained must be considered in light of the necessary expenditures to provide services to the annexed area.

Since annexation is subject to challenge on procedural grounds, your city or town attorney should be involved throughout every phase of annexation from the planning stage to the completion of the annexation. This manual is in no way a substitute for such essential consultation with your local city or town attorney.