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## **CHAPTER NINE IMPLEMENTATION PLAN**

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### **9.1 INTRODUCTION**

Chapter Nine provides guidance to the Town of Thayne concerning how to adopt the municipal master plan, implement recommended community development objectives and strategies, and incorporate plan recommendations into future municipal budgets.

### **9.2 ADOPT THE MUNICIPAL MASTER PLAN**

The process for adoption of the master plan is authorized and outlined in W.S. 15-1-503 and W.S. 15-1-505. These statutes indicate that the Thayne Planning and Zoning Commission shall adopt and certify the master plan to the Thayne Town Council after a public hearing is held. W.S. 15-1-505 indicates that adoption of the master plan shall be made via resolution.

The resolution that adopts the master plan should recognize, in part, that the municipal master plan shall be an advisory document to guide future land development decisions. The master plan also provides important rationale and guidance for the adoption of any future revisions to municipal land use regulations and the municipal zoning map. Established legal precedents in the United States make it clear that zoning and other land use regulations must be based upon a comprehensive municipal plan or municipal master plan that establishes the rationale for recommended land uses in a town. Further, revisions to any municipal zoning regulations and zoning map are to be generally consistent with the most recently adopted municipal master plan.

Since the municipal master plan includes, in part, proposals for lands outside of the municipal boundary, the adopted master plan report should also be transmitted to the Lincoln County Board of Commissioners for their review and use when considering land use development proposals within a one-mile radius of the municipal boundary.

### **9.3 SUPPORT RECOMMENDED COMMUNITY DEVELOPMENT STRATEGIES VIA ALLOCATION OF FUTURE MUNICIPAL RESOURCES**

It is essential that recommended community development strategies presented in Chapter Eight are supported, in part, through the allocation of future municipal resources. The future implementation of these strategies is primarily dependent upon the integration of these strategies into future municipal budgets, the preparation of grant applications by municipal staff, project management efforts by municipal staff and community volunteers, as well as the scheduling and monitoring of project completion.

A basic process for the implementation of specific tasks associated with each community development objective is outlined in the following paragraphs. Table 9-1, presented at the end of this chapter, is an implementation schedule for the strategies associated with each community development objective.

### **9.3.1 Assign Responsibilities for Project Implementation**

Following adoption of the municipal master plan, the Thayne Town Council will need to assign project management responsibilities for the completion of tasks or projects associated with each community development objective. Project management responsibilities should be assigned to the municipal staff, Town Council members, as well as selected contractors or consultants to the Town of Thayne. The assignment of one person as the designated project manager will facilitate communications and coordination with the Thayne Town Council and contractors that may be completing one or more project tasks.

In some cases, the responsibility for implementation may include significant involvement by a public agency that is located outside of the Town of Thayne. For these projects, the Thayne Town Council will still assign a municipal project manager to carry out required inter-agency coordination, serve as a point-of-contact for the project, communicate the progress toward project completion, and periodically share any relevant project issues with the Thayne Town Council.

### **9.3.2 Update Community Development Strategies**

The completion of recommended community development strategies, changes in the composition of the Thayne Town Council, new community development opportunities, and other factors will prompt future changes in the direction, scope and priority of community development strategies. For this reason, the need to revise or delete existing strategies, or establish new strategies, will become apparent. This reality should lead the Town of Thayne to update its community development strategies on an annual basis. Such revisions should be incorporated into a municipal master plan implementation report.

The preparation of a municipal master plan implementation report would be updated by a member of the municipal staff, e.g., Town Clerk-Treasurer, or completed by a consultant under the direction of the Town Council. The completion of this task will require close coordination and informal discussions with each of the municipal project managers that are assigned the lead responsibility for completion of tasks associated with each community development strategy. The type of information requested from municipal project managers would include, at least, the following:

- progress made during the past year toward completion of tasks or projects associated with the community development objective;
- needed revisions to the scope of project tasks for each community development strategy;

- anticipated schedule for completion of each task or project; and,
- recommended budget request for completion of each task or project under their responsibility.

This task would ideally be completed no later than the months of March and April in any given year so that the Town Clerk-Treasurer would have adequate time to incorporate financial requests into the municipal budget process. The Thayne Town Council would seek clarification of revised project tasks, schedules and expenditures from the municipal project manager assigned to each community development strategy.

#### **9.4 COMMUNICATE PROGRESS OF COMMUNITY DEVELOPMENT STRATEGIES**

Smaller communities such as Thayne sometimes find it difficult to find residents who can participate in plan implementation. The completion of a task occasionally requires the donation of a few hours of work or supplies from local residents that may be necessary to complete a required task.

Communication of the progress being made toward completion of the community development strategies outlined in the master plan is an effective way to gain community support and involvement in future plan implementation. The preparation of a community newsletter represents one inexpensive way to communicate to local residents. The newsletter should be published in digital form and placed on the municipal website. Hardcopies of the same community newsletter can be made available at the Town Hall for those residents who do not access the Internet.

The content of the newsletter should provide brief articles that describe work progress and “before and after” pictures of specific community improvements. The articles should also recognize residents and small businesses that have supported community development efforts. Where community support beyond the actions of the Town of Thayne are desired, specific opportunities for potential community involvement should also be identified.

The same newsletter should also be transmitted to the Lincoln County Board of Commissioners, as well as representatives of various public agencies that may be approached for grant funds, in digital form. The dissemination of this information encourages the support of other county, state and federal agencies. Public agencies prefer to support those communities that are committed and demonstrating progress toward the completion of specific community development objectives. Further, if these agencies are aware of your objectives, they are better able to refer potential investors and agency representatives to the Town of Thayne.



PRIORITY RANKING	COMMUNITY DEVELOPMENT OBJECTIVE <i>Refer to Chapter 8 of Master Plan for Detailed Descriptions</i>	RESPONSIBILITY FOR IMPLEMENTATION	Implementation Years (To be determined in final report)										
			2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
3 continued	Task 18-C: Prepare construction bid documents & solicit bids from contractors. Select contractor & construct improvements. Inspect during & prior to final acceptance of all construction.	Wyoming Department of Transportation, construction contractor											
4	23 - Redevelop the municipal sewer lagoon												
	Task 23-A: Seek and obtain grant funds for planning, design, & construction of improvements to sewer lagoon	Thayne Town Council, Town Clerk, Water & Wastewater Superintendent											
	Task 23-B: When resources available, plan & design needed improvements to sewer lagoon	Thayne Town Council, town Clerk, Water & Wastewater Superintendent, engineering consultant											
	Task 23-C: Prepare construction bid documents & solicit bids from contractors. Select contractor & construct improvements. Inspect during and prior to final acceptance of all constructed improvements.	Thayne Town Council, engineering consultant, construction contractor											
5 (3-way tie)	21 - Replace older sections of the water distribution system												
	Task 21-A: Procure materials required for pipe replacement. Replace older segments of water distribution system between Dana and Wright Streets, as well as some 2-inch lines along Hemmert street.	Thayne Town Council, Town Clerk, Water/Wastewater Superintendent											
5 (3-way tie)	22 - Reduce inflow and infiltration into the wastewater collection system												
	Task 22-A: Inspect wastewater collection system via the application of closed-circuit television to locate sources of flow& infiltration, and other deficiencies. Supplement w/ onsite visual inspections of all manholes to determine potential opportunities to reduce inflow and infiltration.	Thayne Town Council, Water/Wastewater Superintendent											
5 (3-way tie)	26 - Incorporate fire protection considerations into municipal zoning regulations												
	Task 26-A: During planned preparation of revised land use regulations, incorporate provisions that: 1) limit the height of buildings to 35 feet, and 2) require construction of a fire well in each new residential subdivision until improved water system pressures are available.	Thayne Town Council, planning consultant											
6 (3-way tie)	8 - Increase the visual attractiveness and appeal of commercial facilities to both resident and visitor consumer markets												
	Task 8-A: Prepare and adopt reasonable design guidelines & development standards for new commercial development along U.S. Hwy 89. Incorporate guidelines & dev. stds in recommended land development code.	Thayne Town Council, Thayne Planning Commission, planning consultant											
6 (3-way tie)	20 - Conserve water resources												
	Task 20-A: Continue to seek grant funds/loans for purchase & installation of water meters for all service connections.	Thayne Town Council, Town Clerk, engineering consultant											

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			2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019					
6 (3-way tie) continued	<p><u>Task 20-B:</u> When funds secured, prepare &amp; solicit bids from contractors for installation of water meters. Select contractor &amp; install water meters. Inspect improvements during &amp; prior to final acceptance of all constructed improvements.</p> <p><u>Task 20-C:</u> After one year of data, initiate informal conversations w/ residents, businesses, &amp; ranch operations where excessive consumption may be occurring. Identify potential causes of excessive consumption, potential leaks in residential &amp; commercial connections, &amp; how water resources can be better conserved.</p>	<p>Thayne Town Council, Town Clerk, engineering consultant, construction contractor</p> <p>Thayne Town Council, Town Clerk, engineering consultant</p>																
6 (3-way tie)	<p><b>27 - Consolidate and expand existing land use regulations into one chapter of the Municipal Code of Thayne</b></p> <p><u>Task 27-A:</u> Prepare &amp; adopt a municipal land development code that brings together general provisions, land use review &amp; approval procedures, zoning regs, dev stds, annexation process; appeals &amp; enforcement provisions, as well as definitions &amp; rules of interpretation into one chapter of Code.</p>	Thayne Town Council, planning consultant																
7	<p><b>4 - Encourage future residential expansion north and south of Dana Street between King Street and Muddy String Road</b></p> <p><u>Task 4A:</u> Determine costs to construct new storage tank, transmission line &amp; booster station to serve area north of Dana St. Seek &amp; obtain funds for planning, design &amp; construction.</p> <p><u>Task 4-B:</u> When finances available, plan &amp; design new water storage tank, transmission line &amp; booster station.</p> <p><u>Task 4-C:</u> Prepare construction bid documents &amp; solicit bids. Select preferred contractor &amp; construct water system improvements. Inspect during and prior to final acceptance of all improvements.</p> <p><u>Task 4-D:</u> Require future subdividers of properties betw King St &amp; Muddy String Rd to construct these improvements. Incorporate these responsibilities into development agreements w/ subdividers.</p> <p><u>Task 4-E:</u> Determine costs to extend municipal wastewater collection system to serve area north of Dana St (betw King &amp; Muddy String). Seek &amp; obtain grant funds for planning, design &amp; construction.</p> <p><u>Task 4-F:</u> When finances available, plan &amp; design extension of wastewater collection system.</p> <p><u>Task 4-G:</u> Prepare construction bid documents &amp; solicit bids. Select contractor &amp; construct road improvements. Inspect improvements during and prior to final acceptance of all improvements.</p> <p><u>Task 4-H:</u> Require developers of residential &amp; commercial projects north of Dana Street to participate in costs associated w/ water and wastewater improvements.</p>	<p>Thayne Town Council, Town Clerk, engineering consultant</p> <p>Thayne Town Council, Water/WW superintendent, eng consultant</p> <p>Thayne Town Council, engineering consultant, construction contractor</p> <p>Thayne Town Council, Town Clerk, engineering consultant</p> <p>Thayne Town Council, Town Clerk, engineering consultant</p> <p>Thayne Town Council, Water/WW superintendent, engineering consultant</p> <p>Thayne Town Council, engineering consultant, construction contractor</p> <p>Thayne Town Council, engineering consultant, construction contractor</p>																
8	<p><b>15 - Eliminate hazards along the perimeter of the new Thayne Elementary School site</b></p> <p><u>Task 15-A:</u> Remove stretch of older horse fencing between new elem school parking lot and the Town rodeo arena south of school.</p> <p><u>Task 15-B:</u> Remove older fence of two parallel fences along west boundary of new Thayne Elem School.</p>	<p>Thayne maintenance personnel</p> <p>Lincoln County School District 2</p>																

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			2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
9	<b>17 - Improve municipal ball fields and related support facilities</b>												
	<u>Task 17-A:</u> Procure & install appropriate material for replacement of infield surface on both municipal ball fields. Re-grade infield surface.	Thayne Town Council, landscaping contractor											
	<u>Task 17-B:</u> Procure grass seed or sod. Plant grass in bleacher areas of both ball fields. Install irrigation system.	Thayne Town Council, Town maintenance personnel											
	<u>Task 17-C:</u> Pave & stripe existing vehicular parking located on north side of ball fields.	Thayne Town Council, Town maintenance personnel											
	<u>Task 17-D:</u> Design & construct new maintenance building adjacent to one of the existing bleacher areas.	Thayne Town Council, building contractor											
10	<b>19 - Incorporate Flat Creek Road into the municipal road network</b>												
	<u>Task 19-A:</u> Convey to Lincoln County Bd of Commissioners the Town's intent to seek ownership of Flat Crk Rd if Lincoln City brings bridge into safe, structural condition. When repairs complete, request Flat Crk Rd landowner to dedicate road to Town of Thayne in exchange for long-term maintenance.	Thayne Town Council, Town Clerk											
11	<b>16 - Extend community pathway system throughout the community</b>												
	<u>Task 16-A:</u> Seek TEAL grant funds from WYDOT for planning, design & construction of extended community pathway system w/ in Town of Thayne.	Thayne Town Council, architectural and engineering consultants, construction contractor											
	<u>Task 16-B:</u> When funds obtained, plan & design community pathway system. Prepare design drawings in close coordination w/ Town Council, recreation director, & representatives of East Side Canal. Concurrently seek to obtain an easement along one side of East Side Canal.	Thayne Town Council, planning and engineering consultants											
	<u>Task 16-C:</u> Prepare construction bid documents & solicit bids. Select contractor & construct extensions to the community pathway. Inspect improvements during and prior to final acceptance of all improvements.	Thayne Town Council, engineering consultants, construction contractor											
12	<b>25 - Develop a combination fire station and emergency medical services facility or remodel existing fire and ambulance service facilities</b>												
	<u>Task 25-A:</u> Continue efforts to secure funds for planned fire station & EMS facility.	Thayne Town Council, Town Clerk											
	<u>Task 25-B:</u> When finances available, complete design of planned fire station and emergency medical services facility.	Thayne Town Council, Water/WWW Supt, engineering consultant											
	<u>Task 25-C:</u> Prepare construction bid documents & solicit bids. Select contractor & construct planned fire station and EMS facility. Inspect site & facility improvements during and prior to final acceptance of all improvements.	Thayne Town Council, architectural and engineering consultants, construction contractor											
	<u>Task 25-D:</u> If adequate funds cannot be secured for construction of new fire/ambulance facility, Town of Thayne will remodel existing fire station and ambulance facilities.	Thayne Town Council, architectural and engineering consultants, construction contractor											



