

Wyoming Community College Commission

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Community College District Annexation Process Description

Overview

Wyoming counties that are not part of a community college district may request annexation into existing, contiguous districts according to W.S. 21-18-310. Such a request requires the approval of the annexing district's Board of Trustees (BoT) (21-18-310(b)), the Wyoming Community College Commission (WCCC) (21-18-310(a)) and the electors of the county seeking annexation (21-18-310(b)). When a county is annexed into an existing district, that county adopts a proportional share of the costs and oversight for the community college. For counties interested in pursuing this option, the following document provides guidance on the considerations, processes, and outcomes involved.

Annexation

When a county is annexed into a community college district, that county levies a tax of not more than four mills on the assessed value of the county to be used for the operation and maintenance of the district community college. The annexed county also acquires a proportional share of the board of trustees, which will be allocated across district counties according to population.

Process

1. The annexation process must be initiated by a county that is not currently part of a community college district AND is contiguous to a county that is part of a community college district. This process can be initiated by one of the following two approaches:
 - a. Petition to the college BoT by at least 10% of qualified electors in the to-be-annexed county
 - b. Resolution by the county commissioners of the to-be-annexed county submitted to the college BoT
2. The annexing community college BoT will consider the request for annexation within 10 days of the petition or the county commission resolution being presented. If the board votes against the request, the process stops and no annexation takes place. If the board votes in favor of annexation, the BoT will forward the request to the WCCC.

3. The WCCC will evaluate the request for annexation and vote to approve or deny. Results of the vote will be provided to the BoT and to-be-annexed county.
4. Voters of the to-be-annexed county will be presented with a ballot measure at the next primary or general election under the election code, and notification of the ballot measure must be presented to the county clerk at least 110 days before the election. The ballot requires specific wording including the annexation and the proposed mill levy.
5. If the ballot measure passes, the existing board must partition its membership between all member counties by population and a new election for the reallocated board seats must occur within 60 days
6. Within 4 years, a petition from electors or resolution from the annexed county commissioners may add a ballot measure asking the voters to approve or disapprove the continued annexation.
 - a. If voters approve, or if no ballot measure is given within the 4-year period, the annexed county is permanently part of the college district.
 - b. If it is disapproved by voters, the annexed county is removed from the college district.
 - c. If disapproved, the district must hold a new election within 60 days to constitute the Board of Trustees in a manner that reflects the reduced district.