



**TOWN OF PALMER LAKE
BOARD OF TRUSTEES - MEMO SUMMARY**

DATE: April 10, 2025	ITEM NO.	SUBJECT: Resolution Initiating Annexation Proceeding and Setting a Hearing to Determine Eligibility of Land to be Annexed
Presented by: Town Attorney, Scott Krob		

Background

As we have discussed in connection with other annexations, this resolution is merely a procedural matter and does not involve any substantive decisions made by the Town.

Once a petition for annexation is received by the Town Clerk that generally complies with the statutory requirements for an annexation petition, the Clerk is obligated to bring the matter to the Board of Trustees at its next meeting. Then the Board is obligated to pick a date to have a hearing that is between 30 and 60 days of the date of the resolution. The hearing that is being set is sometimes referred to as an “eligibility hearing.” All the Board is doing tonight is picking the date for the eligibility hearing. Staff suggests a date of Thu., May 29, at 6 pm for a special meeting.

No substantive decision will be discussed or made by the Board, such as whether the proposed lands are eligible for annexation, or whether it is beneficial to the Town to annex the property, and if so, what conditions should the Town require in connection with such annexation. Those are all topics for discussion by the Board at a future time, but not tonight.

Recommended Action

The Board’s discussion is limited to approving the date for the eligibility hearing (suggested 5/29).