



CITY COUNCIL WORK SESSION MEMORANDUM

TO: City Council

FROM: Matthew R. Schmitz, MPA - City Manager

DATE OF MEETING: December 1, 2025

ITEM TITLE: Voluntary Annexation Application

DISCUSSION:

The City has received an Application for Voluntary Annexation from BCM Development, LLC and BCM Real Estate, LLC regarding property adjacent to the current corporate limits.

The application includes two private parcels: Parcel #1 (1009100003) and Parcel #2 (1009100001). To ensure contiguity and avoid creating an "island" of unincorporated territory, the annexation application also includes a City-owned parcel (Parcel #3: 1009100002) located between the two applicant parcels.

It is also important to note that the annexation of Parcel #1 cannot proceed without the inclusion of the parcel to the south, and Parcel #2 cannot proceed without the inclusion of other unnamed parcels located to the north. These adjacent properties must be included in the annexation process because the City cannot leave "islands" of unincorporated territory. The City will contact the owners of these northern parcels to discuss the contents of the application and the necessary inclusion of their property.

The applicants have submitted a Pre-Annexation Agreement, noting that their voluntary consent to annexation is contingent upon the City agreeing to the terms within. The proposed agreement includes the following conditions:

- **Zoning:** Upon annexation, the parcels will be zoned A-1 Agricultural District.
- **Permitted Uses:** The City agrees to allow the property to be used for FSA/CRP program enrollment, agricultural row-cropping, and the pasturing of cattle.
- **Infrastructure:** The City will have no obligation to install infrastructure to serve the property, such as water, sanitary sewer, storm sewer, or streets.

Attached for review are the following items:

- The Application for Voluntary Annexation.
- The Pre-Annexation Agreement.
- Exhibit A (Aerial Depiction) and Exhibit B (Legal Descriptions).

RECOMMENDATION:

Staff recommends discussion of this topic. No action is needed at this meeting, as any decision items needed would be brought forward to a City Council meeting for approval.