



**CITY COUNCIL MEETING**

<b>AGENDA SECTION</b>	CONSENT AGENDA
<b>MEETING DATE</b>	FEBRUARY 9, 2026

<b>ITEM:</b>	<b>Approval of Contract for HKGI for the 2050 City of Columbia Heights Comprehensive Plan Process.</b>		
<i>Presenting Item: Aaron Chirpich, City Manager</i>			
<b>DEPARTMENT:</b> Community Development		<b>BY/DATE:</b> Ursula Brandt, City Planner / February 5, 2026	
<b>CORE CITY STRATEGIES:</b> <i>(please indicate areas that apply by adding an "X" in front of the selected text below)</i>			
X Community that Grows with Purpose and Equity		X Engaged, Effective and Forward-Thinking	
_ High Quality Public Spaces		_ Resilient and Prosperous Economy	
_ Safe, Accessible and Built for Everyone		_ Inclusive and Connected Community	

**BACKGROUND**

At the December of 2025 City Council Work Session, Community Development staff presented to the Council the need to engage in the comprehensive planning process as required by the Metropolitan Council for the Columbia Heights 2050 Comprehensive Plan. Council and staff discussed hiring HKGI as the contractor for the completion of the 2050 Comprehensive Plan because of their recent work in the community related to important upcoming developments at 4300 Central and the Medtronic Development Site.

Council gave consensus at the December 1, 2025 Work Session to proceed with HGKI for work on the 2025 Comprehensive Plan.

**SUMMARY OF CURRENT STATUS**

HKGI worked with staff to develop a scope of work that includes:

- Task 1 – ***Taking the Pulse***, engaging the public, setting up committees and reviewing studies, reports and provided data.
- Task 2 – ***Shape the Plan***, working with staff and the review committee to make key decisions on the direction of the plan and engaging the public on those key decisions.
- Task 3 – ***Prepare the Plan***, draft the plan and take it through the internal reviews.
- Task 4 – ***Seek Approvals***, present the revised plan to the public and prepare for distribution.
- Task 5 – ***Distribute the Plan for 6-month Review Process***
- Task 6 – ***Facilitate Metropolitan Council Review***, and final Approval.

**STAFF RECOMMENDATION**

Staff recommends the approval of the contract with HGKI for their professional services for the 2025 Comprehensive Plan for work scheduled to start in February of 2026 and continue through December 2028.

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**RECOMMENDED MOTION(S):**

MOTION: Move to authorize the City Manager to enter into an agreement with HKGI to provide planning and professional services to complete the 2050 Comprehensive Plan.

**ATTACHMENT(S)**

Draft Contract 2050 Comprehensive Plan