

1. 7:00 P.M. City Council Regular Meeting Agenda

Documents:

[FEBRUARY 2, 2026 REGULAR MEETING AGENDA AT 7 PM.PDF](#)

2. 7:00 P.M. City Council Regular Meeting Packet (Revised)

Item 9.6 (Typo corrected in memo)

Documents:

[FEBRUARY 2, 2026 REGULAR MEETING PACKET AT 7 PM \(REVISED\).PDF](#)



**City Council Agenda – Regular Meeting**  
**Monday, February 2, 2026**  
**Council Chambers**  
**7:00 P.M. REGULAR MEETING**  
*(meeting will be cablecast)*

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **COUNCIL MINUTES**
  - 3.1 January 12, 2026, Special Worksession.  
January 20, 2026, Regular Meeting.
4. **OPEN FORUM** *\*The Open Forum is an opportunity for the public to address the City Council concerning items not listed on the agenda. Please raise your hand to be recognized by the Mayor or member officiating the meeting. Approach the podium and state your full name and city you live in for the record. Rules of Conduct as listed in the public folder provided at the entrance of the Council Chambers and posted on the podium must be adhered to.*
  - 4.1 Police Activity Update.
5. **PUBLIC HEARING(S)** - None
6. **CONSENT AGENDA**
  - 6.1 Verified Bills.
  - 6.2 Revising & Setting Council Calendars.
  - 6.3 MN Municipal Power Association Annual Published Power Rates.
  - 6.4 Issuance of a Massage Therapist License for Shuana Yang of Anoka Massage & Pain Therapy, 710 East River Rd.
  - 6.5 Issuance of a Massage Therapist License for Erin Boston of Restore Therapy LLC, 229 Jackson Street, Suite 105.
  - 6.6 Issuance of Adult-Use Cannabis Products Registration Application for the City of Anoka, dba; Anoka Cannabis Company, 839 East River Rd.
  - 6.7 Issuance of Lower-Potency Hemp Products (LPHE) Registration & Renewal Applications for the City of Anoka, dba; Better Values Liquor, 847 East River Rd.
7. **REPORTS OF OFFICERS & BOARDS & COMMISSIONS** - None
8. **PETITIONS, REQUESTS & COMMUNICATION** – None

**9. ORDINANCES & RESOLUTIONS**

- 9.1 RES/Trunk Highway 47 Corridor and BNSF Grade Separation Project; Approve and Authorize the Execution of the 2026 Federal Transportation Grants Technical Assistance and IJJA Discretionary Match Assistance Grant Agreement with the State of Minnesota Department of Transportation.
- 9.2 RES/Trunk Highway 47 Corridor and BNSF Grade Separation Project; Supporting Pursuit of FY 2026 Better Utilizing Investments to Leverage Development (“BUILD”) Grant Program Funding.
- 9.3 RES/Approving Agreement Between the City of Anoka and Hoisington Koelger Group Inc. for Services Pertaining to Preparing the 2050 Comprehensive Plan Update.
- 9.4 ORD/Approving a Purchase Agreement for the 4th Avenue and Johnson Street City Owned Development Site. (1st Reading)
- 9.5 ORD/Approving an Option Agreement for the 2nd and Van Buren City Owned Development Site. (1st Reading)
- 9.6 ORD/Amending City Council Salaries. (2<sup>nd</sup> Reading)

**10. UNFINISHED BUSINESS – None**

**11. NEW BUSINESS**

- 11.1 Consideration of Appointment to Parking Advisory Board.

**12. UPDATES & REPORTS**

- 12.1 Anoka Dispensary; Ribbon Cutting Ceremony Event, Thursday, February 5, 2026, @ 2:00p.m. – 839 East River Road.
- 12.2 MMUA Mutual Aid Commendation.
- 12.3 Announcement of Retirement for Del Vancura, February 6, 2026.
- 12.4 Tentative Agendas.

Members of the Anoka City Council may participate remotely in City Council meetings by interactive technology rather than by being physically present. Members of the public can monitor council meetings by streaming them live online, this meeting will be broadcast live on Comcast channel hd799/sd16 and can be streamed online at <http://qctv.org/anoka/>. The Zoom Webinar link will be posted prior to the meeting on the City of Anoka's website calendar at: <https://www.anokaminnesota.com/calendar.aspx?CID=14>. To access the link, from the online calendar, find the correct meeting date and click "More Details." Meetings by telephone or other electronic means in accordance with Minnesota Statute 13D.021



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# **COUNCIL MEMO**

Agenda Item # 3.1

**Meeting Date:** February 2, 2026  
**Agenda Section:** Council Minutes  
**Item Description:** Various City Council Meeting Minutes  
**Submitted By:** Amy Oehlers, Assistant City Manager

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## **BACKGROUND INFORMATION**

Included in your packet are minutes (s) of previous Council meetings, worksessions, special meetings, etc. Minutes must be approved by the City Council and are kept permanently according to Minnesota State Law and the City's adopted General Records Retention Schedule.

## **FINANCIAL IMPACT**

Will vary from meeting to meeting.

## **REQUESTED COUNCIL ACTION**

Council approval of the Minutes submitted.

## **REQUIRED VOTE**

Majority vote of the Councilmembers present at the meeting.

**DRAFT SPECIAL WORKSESSION OF THE ANOKA CITY COUNCIL  
ANOKA CITY HALL  
CITY COUNCIL WORKSESSION ROOM  
JANUARY 12, 2026**

**1. CALL TO ORDER**

Mayor Skogquist called the worksession meeting to order at 5:00 p.m.

**2. ROLL CALL**

Present at roll call: Mayor Skogquist, Councilmembers Campbell, Rostad, Scott, and Weaver.

Staff present: City Manager Greg Lee and Assistant City Engineer Ben Nelson.

Absent: None.

**3. COUNCIL BUSINESS and/or DISCUSSION ITEMS**

**3.1 Discussion: Chapter 10, Article IV, Charitable and Legalized Gambling.**

Scott Lepak, attorney, shared a background report stating that at the January 5, 2026, meeting, the City Council directed staff to schedule a special worksession on January 12 to further discuss the proposed amendments to Chapter 10, Article IV, Charitable and Legalized Gambling. The first reading of the ordinance was postponed and will be placed on the January 20 meeting. He shared a copy of the draft amendment that highlighted the two changes made from the January 5 meeting then responded to questions from the January 5 meeting that Council had regarding Sec. 10-97 Contributions of Net Profits to City Administered Fund, only granting a waiver to organizations based in another city if the city where that organization is based also allows Anoka-based organizations to operate in their city, and options for exemptions, changes or other ways so there are no negative impacts to local organizations due to the City proposing to establish 10% contributions of net profits be given to a City fund, a local gambling tax, or an increase for lawful purpose expenditures in the trade area from 50% to 75%.

Mr. Lepak shared clarification on lawful purpose expenditures and a history of each organization's expenditures. He noted that the City would have to treat the American Legion the same as any other organization regarding any additional charitable gambling requirements that may be implemented, and then outlined gambling tax limitations and how the funds could be spent as allowable expenses.

Councilmember Scott said the Legion did a great job at the last meeting explaining what their proceeds are used for, but said ultimately the City can't treat one differently from another, so asked what other ways could be used to prioritize

the funding and redirect it back to a veteran's organization, for example. Mr. Lepak said if it fits into the specific permitted expenditures, then redirecting was possible, such as for police training, but if the expenditure was for something not localized, it wouldn't be allowed.

Councilmember Scott asked if a process similar to Blaine's grant process. Mr. Lepak said a grant process would work well, as they can fit into each of these activities as outlined in the specific grant.

Mayor Skogquist asked for clarification based on a staff-provided spreadsheet based on the current tax and contribution proposal, then noted the cheer group wasn't included at Pizza Man. Councilmember Rostad noted Pizza Man doesn't have staffed pull tabs but conducts charitable gambling through a machine.

Mayor Skogquist reviewed the spreadsheet for the group, stating the .1% tax would have generated \$4,790 for 2025, then said the total net profit, after allowable expenses, prizes, and taxes, totaled approximately \$1 million.

Bob Erickson, Anoka Ice Arena, asked if the spreadsheet totaled all the gambling organizations' proceeds from all cities or just Anoka. Mayor Skogquist said the amounts were just based on what was generated in Anoka.

Josh Jungling, Anoka Ramsey Athletic Association (ARAA), asked if the allowable expenses had already been removed. Mayor Skogquist responded that that was his understanding.

Mr. Erickson explained how they have to provide proof of allowable expenses, which don't include repairs over \$2,000, as bids are required first and weren't included in these amounts, so they have to build funds up over the year for these larger projects.

Mr. Jungling suggested looking at the year-end totals instead of every month, where there are months with actual losses. Mr. Lepak said it would depend on how the ordinance was written based on annual collections, but agreed that paying monthly could be changed, adding that it would make sense to pay annually once the organizations know the final year's total.

Mayor Skogquist agreed, stating he was more concerned with the annual total and would support paying at the end of the year.

Councilmember Campbell said we need to look at the proposed percentage as the margin was much smaller than originally thought, and would reduce each organization's funding too much. He suggested something less than 10%, adding that this action would just result in moving funding from one place to another, and suggested possibly 1% to ease into the practice and gauge the results, especially if we can't exempt certain organizations.

Andrew Boho, Anoka, said implementing a tax and contribution could affect the scholarships these organizations award and have serious impacts.

Councilmember Rostad suggested the tax and contribution could result in money going back to the organization for their scholarships or other partners, such as Eastern Star, hiring a City social worker, Waterfowl for Warriors, or others. She said this would be a way to cast a wider net for other organizations that can't conduct charitable gambling like the theater or the food shelf.

Doug Hookom, American Legion, said they donated over \$43,000 last year to various organizations in Anoka, so they were already doing this, and asked that the government please get out of their way. He said they have done a tremendous job to date and referred to the State's stadium tax that is still being collected even though the stadium is operating.

Mr. Jungling agreed, stating we just did a donation to ACBC Foodshelf and provided scholarships for youth programs, and that the City is suggesting taking the money to give to someone else, based on what they decide instead.

Councilmember Scott agreed that the local organizations are already doing the right thing, but if the City allows charitable gambling, we want to try to benefit the residents as much as we can and minimize any funds going to another state, for example. He said loopholes had been taken advantage of in the past, and we're just trying to limit the possibility of funds going outside the local trade area. He noted that most organizations are not doing this, but others may not be doing as well.

Mr. Erickson said the City can already control by not allowing a premises permit from South Dakota, for example. Councilmember Scott agreed, then asked how enforceable that was and if a bar can work with someone from outside the City. Mr. Lepak responded that the City could remove the outside allowance and address that concern now.

Mayor Skogquist explained the scenario that brought this topic forward, and not penalize any group and keep the money raised in Anoka.

Councilmember Weaver suggested eliminating the outside organization option from the Code, as that would solve the concern because we don't need to allow outside organizations, adding rent for these organizations is expensive, and if bar owners don't like it, he didn't really care, as this way it keeps everything local.

Mayor Skogquist agreed that was true, but said the net profits on most were Anoka-based organizations, adding the definition is very specific, which, while it requires that organizations still spend all their money in the trade area, it can't require that it be in Anoka only.

Councilmember Weaver suggested not allowing organizations from cities that don't allow outside organizations in their city to ensure the money doesn't leave Anoka.

Mr. Boho asked what percentage stays in the trade area and suggested cleaning up the reporting for a year first, then revisiting. Mayor Skogquist said the current reporting is so poor that we don't really know the actual amounts.

Rick Wesp, Anoka Ice Arena, said they're already paying in money and said the Council was referring to smaller organizations taking their money elsewhere, and suggested addressing that problem instead of taking money away from the arena, because all their proceeds already go to the arena.

Councilmember Weaver asked what language would cover the Council's concerns about funds leaving the community. Mr. Lepak said they could approach this from two angles: first, an outside organization was allowed to exist, so it stands to reason their proceeds would go outside the City, and second, how does the City limit funds from charitable gambling funds going to outside cities, which can't occur because of the trade area requirement outlined in Statute. He said the only workaround would be a gambling tax for enforcement purposes, as the fund could be controlled to be for Anoka only.

Councilmember Weaver said we know where the three organizations' funds present this evening are already going. Mayor Skogquist disagreed.

Mr. Erickson explained that their reporting does show where the money was going, then shared further about how they spend their general funds.

Mayor Skogquist said the City will likely create a form that will better explain where the funds are going, and then asked for clarification on some of the groups' different expenses to ensure they are local.

Mr. Jungling said his issue was that this discussion started because someone wanted to be licensed in Anoka, which didn't happen, but resulted in costing everyone a lot of money. He said their frustration was that the City was talking about money they may or may not give back to the organizations.

Mayor Skogquist said we're changing the ordinance to keep outside organizations from coming in, and the only way to do this is with a gambling tax and contribution. He used the example of Serums, who could get the highest rent from an organization that may not stay in Anoka, then noted that the tax and contribution is a common practice in most cities.

Mr. Erickson said, but the City was suggesting both a tax and a contribution. Mayor Skogquist said he would be open to discussing the amount of the tax but

wanted to create a policy that outlined where the contribution funds would be spent.

Councilmember Weaver said we still have a provision for a waiver that needs to be addressed, and that we should be setting our ordinances up for the future, as they likely will be challenged.

Councilmember Scott asked if we could have a clause that the trade area would only be included if reciprocity exists. Mr. Lepak said Statute didn't allow limiting a trade area.

Councilmember Weaver said we could allow waivers based on reciprocity, though.

Councilmember Campbell said if we delete the language regarding allowing Tier III organizations, we'd eliminate the waiver ability for non-reciprocable organizations. Councilmember Rostad disagreed with that suggestion.

Mayor Skogquist said the statute already allows this, which doesn't solve the problem.

Mr. Hookom noted Bloomington granted a waiver to its Legion. Mr. Lepak said he did not believe that was allowed by Statute and the only other tools to ensure the money stays in Anoka are proceeds from a gambling tax reimbursing itself to administer charitable gambling. He said the other tool was the City-administered fund to provide the most specific application of these funds, and that, short of that fund, the tool was the trade area, which can't be Anoka-specific.

Councilmember Campbell said Andover requires a 10% contribution in their city, which would lower the amount in the trade area.

Mr. Jungling suggested that, rather than a tax, the City could require organizations to spend 10% in Anoka. Mr. Lepak said he did not believe that was allowed.

Mr. Erickson said the tax would be fine as he understands there are costs, but that, in his opinion, the gambling fund contribution was an overreach. He said he was also on the Park Board and noted the 2040 Comprehensive Plan has the ice arena listed as an asset. He said the City helps the arena with things, which is great, but also talks about public involvement, which they are already doing. He likened it to paying for the aquatic center, which he doesn't use, then said many non-City-owned parks help the City out, too. He said it felt like the City was punishing everyone for one organization's behavior.

Councilmember Scott said he understood that viewpoint, but said having the money leave Anoka was also a punishment, and this issue exposed a loophole in the city code that needed to be addressed. He said if there's going to be a

contribution, he'd rather make our organizations whole, and that the tax would ensure the funds stay here.

Mr. Jungling said that what will happen is that the organizations will have to cut from somewhere to pay the City's 10%, and it will impact Anoka Halloween, scholarships, and other activities, adding that they already pay more now than if the contribution were implemented.

Mayor Skogquist said he understands the concerns, but said if we allow large amounts of charitable gambling proceeds leave Anoka, that is a problem. He said we've worked based on the honor system for years, but now have to do this, adding a .1% tax, which only totaled \$4,700 for all organizations and could have been higher.

Councilmember Campbell said the three outside organizations that were taking advantage of Anoka were not the organizations present and suggested not allowing waivers going forward to address this. He said the gambling tax was justified and would be well-spent, and suggested implementing that first, then reviewing for possibly the fund, then noted it wasn't fair to blame the City for this, as we're just trying to ensure there are no future abuses.

Mr. Boho suggested doing the reporting for a year to collect the data and not lose the trust of the organizations. He said the data will outline a better case for the City to suggest a fund that the organizations may actually support, too.

Mr. Erickson clarified that if the 3% wasn't enough to cover administrative costs, what would be the accounting procedure to ensure this is done? City Manager Greg Lee said the City would likely hire a separate entity to do this function, as we're trying to keep our costs down too, and suggested that if we did the 10% either through an ordinance or policy, we could fund it back if the organizations prove it was spent in Anoka. He said this way, the good organizations get their money back, and we focus on the organizations that don't.

Councilmember Weaver left the meeting at 6:18 p.m.

Councilmember Scott asked if we'd have to have custody of the money or if this could be done as a payable instead. Mr. Lepak said if we take custody of the funds, a policy would be needed on how the funds are distributed or paid back to the organization the following year.

Mr. Hookom said he liked the idea but noted there would be one year where they wouldn't be able to help people during the initial implementation period.

Councilmember Scott suggested still collecting the money, but within 30 days, estimate the return based on receipts, and establish an appeal process.

Mayor Skogquist suggested doing this biannually or quarterly, similar to the City's Round Up Program.

Mr. Wesp suggested the organizations get 8% back and the City keep 2%, so it still gets something, which helps everyone.

Mr. Jungling said he would support getting the 10% back each quarter.

Mr. Hookom said they give to veteran's organizations outside the area, such as St. Cloud, and noted this wouldn't count towards Anoka.

Mayor Skogquist said if the amount on the forms was less than those contributions in the report, it would likely be 60-85% regardless, and felt this was a creative way to incentivize having the money stay in Anoka.

Mr. Jungling said this suggestion might result in getting even more money and not punishing the organizations that are doing things right.

Mayor Skogquist said Ramsey does 5% but doesn't get any funds back, and felt it was important to make these groups whole and help those who can't get into Anoka, and would support creating a tiered system to get to 10%.

Audience member asked how many organizations were in Anoka and how would this affect their star rating with the State Gambling Board. Mayor Skogquist said there were currently seven organizations in Anoka, four local and three outside Anoka.

Mr. Lepak said he was not sure about the star rating, but would follow up, and noted they could only give amounts to qualifying organizations such as color guard, marching bands, etc.

Councilmember Campbell said it would be important to have a policy drafted at the same time. Councilmember Scott agreed so that everyone would understand what was expected.

Mayor Skogquist summarized the addition of the City of Dayton in the trade area and the Council's direction, stating this item would be coming forward to the January 20 meeting for first reading.

Mr. Lee suggested the ordinance be scheduled for the first meeting in February instead to allow time for staff to draft the policy for review at the next worksession.

Council consensus was to include the City of Dayton in the trade area, retain the 10% contribution and the .1% gambling tax, and create a policy on how to distribute the funds and return them to the organizations if certain criteria were met.

**9. OTHER BUSINESS**

None.

**10. ADJOURNMENT**

Motion by Councilmember Scott, seconded by Councilmember Campbell, to adjourn the Worksession at 6:47 p.m.

Motion carried.

Submitted by: Cathy Sorensen, *TimeSaver Off-Site Secretarial, Inc.*

Approval Attestation:

Amy T. Oehlers, City Clerk

**DRAFT REGULAR MEETING OF THE ANOKA CITY COUNCIL**  
**ANOKA CITY HALL**  
**CITY COUNCIL CHAMBERS**  
**JANUARY 20, 2026**

**1. CALL TO ORDER**

Mayor Skogquist called the regular meeting of the City Council to order at 7:00 p.m., followed by the Pledge of Allegiance.

**2. ROLL CALL**

Present at roll call: Mayor Skogquist, Councilmembers Campbell, Scott, and Weaver.

Also present: City Manager Greg Lee; Finance Director Brenda Springer; Assistant City Engineer Ben Nelson; Police Chief Andy Youngquist; Community Development Director Doug Borglund; Senior City Planner Clark Palmer; City Attorney Scott Baumgartner; and Electric Utility Director Del Vancura.

Absent at roll call: Councilmember Rostad.

**3. COUNCIL MINUTES**

3.1 January 5, 2026, Special Worksession.  
January 5, 2026, Regular Meeting.

Motion by Councilmember Scott, seconded by Councilmember Campbell, to approve minutes of the January 5, 2026, Special Worksession and the January 5, 2026, Regular Meeting as presented.

Vote taken. All ayes. Motion carried.

**4. OPEN FORUM**

4.1 Police Activity Update.

Police Chief Andy Youngquist shared an update regarding new Patrol Officer Josh Morrow, who will be filling one of the three current vacancies, and then shared his background, which included nine years of experience. He relayed information about a concerning incident regarding a possible warrant and knife use that occurred at a local hotel and resulted in hitting a police officer, causing a concussion. He said Anoka faces challenges regarding individuals who were chronically homeless or had mental health or chemical dependency issues, and the legal threshold needed for officers to respond included these individuals being a danger to themselves or others. He said staff were working with Anoka County and other organizations to address this gap that occurs, but said it is difficult to do

so. He then spoke about the staff's work in the interim with individuals in light of the impending cold weather forecast.

Councilmember Weaver asked if staff had spoken with Anoka County Attorney Brad Johnson about how to fill this gap, then shared about an incident that included indecent exposure to a minor and ways we can address this. Chief Youngquist said staff have worked to engage local legislation over the past five years to address this gap, such as exploring funding for the former Miller building to provide more beds for individuals, but noted this is a societal issue and was outside what the Police Department could do, and that they will continue to work to address it.

Councilmember Weaver suggested reaching out to legislators to help, adding that someone is going to get hurt and it will reflect badly on everyone.

Chief Peterson shared a statement that was shared on the City's website and social media statement regarding current immigration enforcement occurring in the State, and clarified the department's role in how officers do not enforce federal criminal law or immigration law. He said their officers are dedicated to public safety while upholding the trust of the community and are legally required to provide public safety to all people. He said the public is encouraged to remain peaceful and safe and follow law enforcement, noting this continues to be a fluid situation and that staff are working to be collaborative during this time.

### **OTHER INFORMATION UNDER OPEN FORUM**

Ellen Hadley, Anoka, thanked Chief Youngquist for his statement, then asked for written responses to questions regarding political shootings earlier this year and how the City intends to protect the community, and what appropriate actions residents should follow should they encounter masked individuals outside a school, worship service, local food shelf, or when approaching people in their cars. She said this activity has occurred in Anoka and said we need to protect citizens from armed, masked individuals.

Joelle Alvord, Anoka, thanked the earlier speaker for her comments, then said her statements in the January 5 minutes were incorrect regarding organized hauling and the ballot question, and explained how the Council moved the question to the August election and created a new question for the November election.

Carolyn Smith, Anoka, said the unprecedented surge of immigration enforcement activity in the City has resulted in wrongful arrests, entering homes without warrants, and other activities, and asked what Anoka was doing to help educate residents about their rights, and suggested the City share more about what resources are available for residents afraid to leave their homes during this time.

Eric Kittelson, 700 Bunker Lake Boulevard, spoke about an incident that occurred on their business property that resulted in a recreational vehicle being abandoned, and how the City will not address this by towing the vehicle off his property. He shared that he was told by officers that towing would occur, but that it hasn't happened yet, and in fact would not be occurring, and wanted direction.

Mayor Skogquist said staff will follow up with Mr. Kittelson regarding his concerns.

Marissa Carroll, Anoka, said she was concerned about current immigration enforcement and how her neighbors were terrified and harassed by the Department of Homeland Security, and asked what can be done because people are afraid to go to work, run errands, or attend places of worship, even when they were citizens. She asked about next steps and a call for unity as the current activity is causing fear, grief, and rage.

Mayor Skogquist encouraged an online caller to contact the City Council directly with their comments, as their voice was unable to be heard in the Chambers.

Councilmember Scott thanked the public for their comments and explained how the City works with State and local counterparts, and the importance of good relationships within our departments. He said Anoka officers were not going to infringe on First Amendment rights, adding their training was second to none. He referred to Flock cameras' data, which was owned by the City and never sold to third parties or used for immigration purposes, then spoke about promoting community strength and public education. He referred to the Human Rights Commission, where people could report concerns for the record, then encouraged the public to reach out to their legislators with concerns about policies instead of local government, and encouraged everyone to continue to support local businesses.

Councilmember Campbell shared resources for those afraid to leave their homes and said schools were working with non-profits and other agencies as well.

Mayor Skogquist shared a statement from Councilmember Rostad regarding current immigration enforcement activities and the need for due process and safety for all, and not fear in everyday life. The statement said that Councilmembers have to uphold their oath and would support the City moving forward with an ordinance that would free this activity from occurring near schools and other locations, and said she had full confidence in Anoka police officers.

Mayor Skogquist shared comments around immigration activities occurring near schools and encouraged the public to look for the resources being offered and to continue to report instances they see publicly.

**5. PUBLIC HEARING(S)**

**5.1 Awarding the Sale of Taxable General Obligation Temporary Tax Abatement Refunding Bonds, Series 2026A.**

Finance Director Brenda Springer shared a background report stating the City Council has determined that it is necessary to refinance the City's \$10,765,000 Taxable GO Temporary Tax Abatement Bonds, Series 2023B, to fund the purchase of 2939 6th Avenue Miller Manufacturing Building. The City will be issuing a new three-year Taxable General Obligation Temporary Tax Abatement Refunding Bonds, Series 2026A bonds. The City has retained Ehlers and Associates as its independent municipal advisor for the bonds and asked that Council consider the proposals and award the sale of the bonds.

Mayor Skogquist opened the public hearing at 7:48 p.m.

Being no comments, Mayor Skogquist closed the public hearing at 7:48 p.m.

**NOTE:** After a motion by Councilmember Scott, seconded by Councilmember Campbell, Item 9.1 was moved up to this point in the agenda.

Vote taken. All ayes. Motion carried.

Councilmember Weaver asked about the differences in the bond amounts that went from \$10,765,00 to \$11,800,000 and if the difference was due to accrued interest. Ms. Springer said that was correct, noting the City has not levied anything for these bonds.

Councilmember Weaver said these bonds haven't cost the City anything yet, but that costs occur every day as we still have the building in place. He said if passed, we will accrue another \$1.2 million in interest, and said this property needs to get back on the tax rolls, and asked that staff follow up on any opportunities.

Councilmember Campbell noted this topic has been scheduled for the February worksession for further discussion.

Mayor Skogquist said the City has never received a proposal for this property and noted Councilmember Weaver wanted to tear the building down to lessen the value of the property, and that we need to discuss how to use this building in the future to service the current debt on the property. He said there was a unanimous vote of the Council at that time to never consider any offer to the City.

Councilmember Weaver disagreed, stating that, as he understood it, people were interested in this site and would support selling it even if the price was a little less than offered.

Motion by Councilmember Campbell, seconded by Councilmember Scott, to adopt a resolution Awarding The Sale Of Taxable General Obligation Temporary Tax Abatement Refunding Bonds, Series 2026a, In The Original Aggregate Principal Amount Of \$11,815,000; Fixing Their Form And Specifications; Directing Their Execution And Delivery; And Providing For Their Payment.

Councilmember Campbell noted that this action has to occur because we have to approve the debt.

Upon a roll call vote: Councilmembers Campbell, Scott, and Mayor Skogquist voted in favor. Councilmember Weaver voted nay. Motion carried.

**NOTE:** After a motion by Councilmember Weaver, seconded by Councilmember Campbell, Item 9.2 was moved up to this point in the agenda.

Vote taken. All ayes. Motion carried.

Ms. Springer shared a background report stating the City is refinancing its General Obligation Tax Abatement Bonds, Series 2023A, that were issued in the amount of \$10,765,000 for the acquisition and demolition of the Miller Building. At the time of issuance, the City held the required public hearing on the parcels it would abate the City's portion of the taxes from to cover the principal on the prior bonds. The City is now issuing a second temporary Tax Abatement Bond for \$12 million to refinance the prior bonds. Since the par amount of these bonds is larger than the par amount of the prior bonds, a new public hearing has to be held regarding the tax abatement. Following is a listing of the Property Identification Numbers (PINs) in which the City will abate its portion of taxes. The parcels listed are parcels that were listed in the hearing for the prior bonds and were listed in the public hearing notice as required by Statute. These parcels are not currently located in a Tax Increment Financing district, nor are they expected to be redeveloped anytime in the near future. It should be noted that notification to these property owners is not required, as there is no difference in tax impact compared to other parcels within the City. In order to issue the Bonds, after the public hearing, the City is required to adopt a resolution that describes the public purpose for granting the abatement and the requisite findings.

Councilmember Weaver noted the resolution includes PINs and not actual addresses and said the addresses should be listed for transparency, then shared concerns about abatement bonds in the event of a default by the City.

Councilmember Scott noted Councilmember Weaver voted for this item the last time with the address listing and asked if this was different than the last time. Ms. Springer said no, adding that property owners will have no idea, as nothing has changed.

Councilmember Weaver said Councilmember Scott thinks he wants to default, but said we shouldn't pay a lot of taxes on a poor building and that this building needs to be razed, adding that while he originally voted to approve, concerns have arisen since that time.

Mayor Skogquist said if we don't refinance now, we could default, and said we don't want to get rid of an asset. He said it was prudent to refinance now as it would result in a much lower rate from 5% to under 4%.

Councilmember Campbell said he was in favor of selling the property, but said we have to pay the debt, as there is no other alternative.

Motion by Councilmember Scott, seconded by Councilmember Campbell, to adopt a resolution approving property tax abatements.

Councilmember Campbell noted that this action has to occur because we have to approve the debt.

Upon a roll call vote: Councilmembers Campbell, Scott, and Mayor Skogquist voted in favor. Councilmember Weaver voted nay. Motion carried.

## **6. CONSENT AGENDA**

Councilmember Weaver asked questions on Item 6.1 regarding three bills totaling \$4,000 for sign rentals for Garfield Street closure signs and asked when the rental amount would be equivalent to buying the signs, especially if we are not doing the trail connection for some time. Assistant City Engineer Ben Nelson replied that some of the costs were related to the warning notification, and the advanced amount was for daily sign rental for approximately 12 dozen signs, including barricades, which were to remain until March or April while waiting for MI Homes to begin their project, and then be returned. He said if we were to purchase signs, it would cost approximately \$5,400, and that we're currently paying \$1,200-\$1,300 a month. He noted the City doesn't have a sign department to make specific signs and noted these were custom signs, but added that we are using our own jersey barriers.

Mayor Skogquist said he could support staff analyzing this for cost efficiencies, but noted sign storage would have to factor into this analysis as well.

Councilmember Campbell asked about Item 6.8, as some of the downtown businesses were concerned that this location would be a smoke shop and not a convenience store that sells tobacco.

Wayne Senior, applicant, said this site has been vacant for some time and that, because there are no convenience stores downtown, he wanted to provide grocery items to the public, including the area's seniors. He shared examples of some of the grocery items that would be sold, which may include delivery, and that this location would not be a

tobacco store. He then asked if the cameras by the bridge were operable, as they've had people parkouring from roof to roof. Chief Youngquist said he would meet with the applicant to review his concerns.

Mayor Skogquist thanked the applicant for proposing this use for area residents and referred to the history of incidents with tobacco stores downtown that included not renewing one license and resulted in prohibiting them in the downtown area, and confirmed that products would only be sold from behind the counter.

Councilmember Weaver said he liked the idea of a convenience store and was pleased to learn this would not be a tobacco store, but asked if the current definition was sufficient to prohibit these stores. Community Development Director Doug Borglund confirmed that tobacco shops are prohibited in the downtown area, and any current ones were grandfathered in, but no new ones would be allowed. He shared the definition, which included more than 50% of gross revenue from tobacco products, which should address the concerns from the past.

City Attorney Scott Baumgartner clarified that while it is difficult to define all instances in a City code outside of prohibiting tobacco in its entirety, he felt the language was as strong as possible to address the Council's concerns.

Mr. Nelson shared about the proposed parking lot repaving, which was scheduled sometime in the next 5-10 years.

Motion by Councilmember Scott, seconded by Councilmember Campbell, to approve Items 6.1 through 6.8 of the Consent Agenda.

- 6.1 Verified Bills.
- 6.2 Revising and Setting Council Calendars.
- 6.3 Recommendation on Approval of an LG220 Raffle Permit for the Church of St. Stephen at St. Stephen Church on February 14, 2026.
- 6.4 Approve Temporary On-Sale Liquor License; Church of St. Stephen, Mardi Gras Celebration on February 14, 2026.
- 6.5 Rum River Woodbury House Riverbank Stabilization Project; Approve Change Number 2.
- 6.6 Anoka Dispensary; Approve Change Orders Number 16, 20-25, 31, 32, and 34.
- 6.7 Recommendation on Approval of an LG220 Bingo and Raffle Permit; Anoka Auxiliary 102 American Legion, March 28 and November 14, 2026.

- 6.8 Issuance of a Tobacco License for SGH, LLC dba Rum River Market, 6 Bridge Square.

Vote taken. All ayes. Councilmember Weaver voted nay. Motion carried.

**7. REPORTS OF OFFICERS, BOARDS, AND COMMISSIONS**

None.

**8. PETITIONS, REQUESTS, AND COMMUNICATION**

None.

**9. ORDINANCES AND RESOLUTIONS**

- 9.1 RES/Awarding the Sale of Taxable General Obligation Temporary Tax Abatement Refunding Bonds, Series 2026A.

**ACTED UPON AFTER PUBLIC HEARING**

- 9.2 RES/Approving Property Tax Abatements.

**ACTED UPON AFTER THE PUBLIC HEARING**

- 9.3 RES/2026 Street Overlay Project; Receiving Feasibility Report and Calling of Public Improvement Hearing.

**RESOLUTION**

Mr. Nelson shared a background report stating a resolution was adopted by City Council on December 1, 2025, authorizing the preparation of a feasibility report for the 2026 Street Overlay Project. The 2026 project is proposed to be approximately 4.2 miles of partial street resurfacing that was previously reconstructed during the 2000 through 2004 Street Renewal Projects. Partial resurfacing of a road comprises milling the existing bituminous pavement and overlaying the existing surface with a new top bituminous asphalt surface. This process rejuvenates the asphalt condition, provides structural benefits, and provides a new, smooth roadway for the traveling public. An informational meeting was held at Green Haven Golf Course and Event Center on January 14, 2026, for the 2026 Street Surface Improvement Project. This meeting was to further educate the neighborhood on our Street Overlay Program (SOP) and to receive feedback from the benefiting property owners. Approximately 17 people attended the meeting and overall were in favor of the project. He shared the project webpage as another way for residents to obtain information about the Street Overlay Project (SOP) and for the City to receive feedback from the benefiting property owners that was open until January 30, 2026. He said the

feasibility report outlined the proposed improvements, estimated costs, and recommended property special assessments. The roads that are to be included for study within the 2026 SSIP Feasibility Report were shared, and the estimated total project cost of the 2026 Street Overlay Project was \$1,199,000, which included 15% for construction contingency, engineering, legal, administrative, and fiscal costs. He shared the estimated costs and funding, which included special assessments, franchise fees, bond proceeds, and licenses/permits fees, and then shared the project schedule.

Councilmember Weaver noted he lives on one of the streets proposed for this project and asked if he could vote on the item. Mr. Baumgartner said no disqualifying conflict existed.

Councilmember Scott confirmed the ADA improvement and concrete curb replacement, and how most repairs would be minor, but not full curb replacement. Mr. Nelson explained that if there were missing concrete or snowplow concerns, replacement would occur, but only as necessary, which would be the same process for pedestrian ramps that pose any trip hazards.

Councilmember Weaver asked if another letter would be sent with specific assessment amounts. Mr. Nelson confirmed that per statute, written notice, publication, and hearing occur that include a general letter regarding assessment payment options, but that another would occur with specific amounts.

Motion by Councilmember Campbell, seconded by Councilmember Scott, to adopt a resolution for the 2026 Street Overlay Project; Receiving Feasibility Report and Calling of Public Improvement Hearing.

Upon a roll call vote, Mayor Skogquist, Councilmembers Campbell, Scott, and Weaver voted in favor. Motion carried.

9.4 RES/2026 Street Overlay Project; Calling of Assessment Hearing.

**RESOLUTION**

Motion by Councilmember Scott, seconded by Councilmember Campbell, to adopt a resolution for the 2026 Street Overlay Project; Set Assessment Hearing, September 17, 2026.

Upon a roll call vote, Mayor Skogquist, Councilmembers Campbell, Scott, and Weaver voted in favor. Motion carried.

9.5 RES/2026 Street Surface Improvement Project; Receiving Feasibility Report and Calling of Public Improvement Hearing.

**RESOLUTION**

Mr. Nelson shared a background report stating a resolution was adopted by the City Council on November 17, 2025, authorizing the preparation of a feasibility report for the 2026 Street Surface Improvement Project. The 2026 project is proposed to be approximately 1.1 miles of street resurfacing for the neighborhoods Mineral Ponds and Sandra Terrace. Reconditioning of a road comprises a full-depth reclamation of existing bituminous pavement and underlying aggregate base material, and paving a new bituminous asphalt surface. An informational “neighborhood” meeting was held at Green Haven Golf Course and Event Center on January 14, 2026, for the 2026 Street Surface Improvement Project. This meeting was to further educate the neighborhood on our Street Surface Improvement Program (SSIP) and to receive feedback from the benefiting property owners. Approximately 15 people attended the meeting. Overall, the residents were in favor of the project. The feasibility report outlines the proposed improvements, estimated costs, and recommended property special assessments. The roads that are to be included for study within the 2026 SSIP Feasibility Report are shown on the 2026 SSIP Project Mineral Ponds & Sandra Terrace - Proposed Project Location Map Exhibit, and the estimated project cost of the 2026 Street Surface Improvement Project was \$1,394,400, which included 15% for construction contingency, engineering, legal, administrative, and fiscal costs. He shared the total estimated costs and funding, then stated what the typical 80-foot residential lot would pay. He said the annual payment for an \$2,730 assessment would be approximately \$619 and a total principal plus interest of \$3,095.

Mayor Skogquist confirmed that only residential properties were included in this project scope.

Motion by Councilmember Campbell, seconded by Councilmember Scott, to adopt a resolution for the 2026 Street Surface Improvement Project; Receiving Feasibility Report and Calling of Public Improvement Hearing.

Upon a roll call vote, Mayor Skogquist, Councilmembers Campbell, Scott, and Weaver voted in favor. Motion carried.

9.6 RES/2026 Street Surface Improvement Project; Calling of Assessment Hearing.

**RESOLUTION**

Motion by Councilmember Scott, seconded by Councilmember Campbell, to adopt a resolution for the 2026 Street Surface Improvement Project; Set Assessment Hearing.

Upon a roll call vote, Mayor Skogquist, Councilmembers Campbell, Scott, and Weaver voted in favor. Motion carried.

**NOTE:** After a motion by Mayor Skogquist, seconded by Councilmember Scott, Item 9.9 was moved up to this point in the agenda.

Vote taken. All ayes. Motion carried.

9.7 ORD/Amending City Council Salaries.  
(1<sup>st</sup> Reading)

City Manager Greg Lee shared a background report stating that pursuant to Section 2.17 Salaries of the City Charter, the City Council is to review the Mayor and City Council salaries in June of every odd-numbered year. At the June 23, 2025, worksession, the Council discussed and reviewed the salaries. Direction was given to staff to bring forth an ordinance amending the Mayor and City Council salaries, providing for a cost-of-living increase (COLA) for 2026 and 2027, which coincides with the COLA increases given to staff. The Council also requested that there be included reimbursement for out of pocket-expenses expended by the Mayor or City Councilmembers for mileage relating to attendance at conferences, seminars, and meetings other than City-held meetings. He said increases in salaries would not go into effect until after the next General Municipal Election. Should this increase be approved, the increase will commence on January 1, 2027. In the future, this type of ordinance will be brought forward within 60 days from the time the Council reviews the salaries (June of odd-numbered years) to provide direction to staff.

Motion by Councilmember Scott, seconded by Councilmember Campbell, to hold first reading of an ordinance Establishing Salaries For Mayor And City Council Pursuant To Section 2.07 Of The Charter Of The City of Anoka.

Councilmember Weaver asked about the per diem for expenses and how he has chosen personally not to be reimbursed. He said he has never voted for a raise before and won't be voting for it this evening, adding it was not about the money but about doing the work for the residents.

Mr. Lee said no per diems have occurred yet, adding there is no out-of-state travel unless approved by him, and noted per diems were usually for mileage reimbursement to an event, which he fully supported the Council attending seminars.

Mayor Skogquist said he usually doesn't submit per diem reimbursements either, but agreed it was appropriate to reimburse members for parking fees, for example.

Councilmember Campbell noted that any per diem would appear in the agenda's verified bills for transparency for the public.

Upon a roll call vote, Mayor Skogquist, Councilmembers Campbell, and Scott voted in favor. Councilmember Weaver voted nay. Motion carried.

Mayor Skogquist noted Councilmember Weaver voted in favor of a salary increase last time.

9.8 RES/City of Anoka Supporting a New State-Supported Rail Service Between St. Paul and Fargo, ND.

**RESOLUTION**

Mr. Borglund shared a background report stating that The Borealis was a new daily passenger train connecting St. Paul, Milwaukee, and Chicago. This round-trip service began on May 21, 2024. Operating along a portion of the 411-mile rail corridor shared with Amtrak's long-distance Empire Builder, the Borealis provides both rural and urban communities with an additional option for safe, reliable transportation. With late-morning departures and early-evening arrivals in St. Paul and Chicago, the service offers greater flexibility, more convenient travel times, and improved on-time performance for both passenger and freight operations. The Borealis service is a partnership among the Illinois, Wisconsin, and Minnesota Departments of Transportation, with funding support from the Federal Railroad Administration. Amtrak operates the service. The Twin Cities-to-Fargo/Moorhead corridor is identified as a priority intercity passenger rail route in the Minnesota Department of Transportation's 2025 State Rail Plan. It is also recommended in the Federal Railroad Administration's Amtrak Daily Long-Distance Service Study. A proposed second Borealis state-supported passenger rail line would extend from St. Paul to Fargo/Moorhead, with the potential for a station stop in Anoka. The City of Anoka continues to support passenger rail transportation and the ongoing use of the existing Anoka rail station. Expanded passenger rail service would benefit residents and businesses throughout the northwest metro area.

Councilmember Weaver said this was a huge undertaking and thanked Mr. Borglund for his work, then referred to the City's current TOD area, the Miller building, and the potential for this venture. He said the Borealis was bigger than the NorthStar train and had the potential to provide energy to the development area once finalized.

Mayor Skogquist said he contacted Representatives Stephenson and Koegel and met with the Transit Authority, MnDOT, Amtrak, and other stakeholders to create this momentum, and that this felt positive, especially as owners of the ramp to create agreements for its use.

Mr. Borglund added that the key was negotiations between Amtrak and BNSF to create a service, obtain right-of-way, maintain a structure, and transfer an asset to MnDOT for its maintenance. He said Anoka needs to keep in these discussions and provide support as these entities work on this concept.

Councilmember Scott said we have a potential developer looking at the parking lot on the north side for possible retail/commercial development, such as a coffee shop, which would be beneficial.

Motion by Councilmember Weaver, seconded by Councilmember Scott, to adopt a resolution supporting a new State-supported rail service between St. Paul, Minnesota, and Fargo, North Dakota.

Upon a roll call vote, Mayor Skogquist, Councilmembers Campbell, Scott, and Weaver voted in favor. Motion carried.

9.9 RES/Assignment and Amendment to Development Agreement; South Street Addition.

**RESOLUTION**

Senior City Planner Clark Palmer shared a background report stating that in 2018, the City of Anoka approved the subdivision (South Street Addition) of City-owned land located at the northwest corner of South Street and 8th Avenue, which created four (4) new lots for the development of single-family homes. In 2021, the City of Anoka approved a purchase agreement and development agreement with Patriot Builders II. Inc. for the development of the lots. The agreement specified the requirements for the development, including the minimum home value, style of home, and exterior finishes. Since 2021, three of the four lots have been developed with single-family homes in accordance with the agreement.

Currently, the Developer seeks to sell the last remaining undeveloped lot (742 Washington St. or Lot 2, Block 1, South Street Addition) to a new party for development of the lot. Pursuant to Section 5.1 of the agreement, the developer is prohibited from transferring property and/or assigning the agreement unless approved by the City of Anoka. The new developer is Hung Ly and Thao Duong, and Mr. Ly is an architect and owner/operator of HL Architects. Mr. Ly has prepared and submitted building plans for the development of the lot, which are included in the packet along with the assignment and amendment to the agreement which accomplishes two things: 1. The Developer (as the “Assignor”) assigns its interests in the Agreement to the Hung Ly and Thao Duong (the “Assignee”), only as it pertains to Lot 2, Block 1, South Street Addition. 2. Section 8.5 (a) (Notices and Demands) of the Agreement, as it relates to Lot 2, Block 1, South Street Addition, is amended to list the Assignee as the developer.

Councilmember Weaver confirmed that the Council had previously approved a home to be constructed on this property. Mr. Palmer explained that this was the third time a home had been approved by Council for construction at this site, then shared past proposals in detail and reasons why they didn’t come forward, and the reason for this proposal today.

Mayor Skogquist thanked the applicants for their interest in building in Anoka.

Motion by Councilmember Campbell, seconded by Councilmember Scott, to adopt a resolution for approval of assignment and amendment to development agreement.

Upon a roll call vote, Mayor Skogquist, Councilmembers Campbell, Scott, and Weaver voted in favor. Motion carried.

**10. UNFINISHED BUSINESS**

None.

**11. NEW BUSINESS**

None.

**12. UPDATES AND REPORTS**

12.1 Tentative Agenda(s).

The Council reviewed tentative agendas.

12.2 Staff and Council Input.

Councilmember Weaver asked for an update on the recently served lawsuit. Mr. Baumgartner said he was currently reviewing the lawsuit and would provide an update to the Council once complete.

**13. ADJOURNMENT**

Councilmember Scott made a motion to adjourn the Regular Council meeting. Councilmember Campbell seconded the motion.

Vote taken. All ayes. Motion carried.

Time of adjournment: 9:03 p.m.

Submitted by: Cathy Sorensen, *TimeSaver Off-Site Secretarial, Inc.*

Approval Attestation:

Amy T. Oehlers, City Clerk

# **COUNCIL MEMO**

Agenda Item # 4.1

**Meeting Date:** February 2, 2026  
**Agenda Section:** Open Forum  
**Item Description:** Police Activity Update  
**Submitted By:** Andy Youngquist, Police Chief

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## **BACKGROUND INFORMATION**

This item will be an Agenda Item on all Council agendas for Regular meetings.

The item is to provide an opportunity for the Council to receive an update on Police activity throughout the City, and to provide an opportunity for the Council to have a general discussion on Police activities.

Please remember that any discussion that develops into the need for formal Council action should be placed on a future Regular or Special Meeting agenda.

## **FINANCIAL IMPACT**

Not applicable.

## **REQUESTED COUNCIL ACTION**

No action permitted under the Open Forum.

## **REQUIRED VOTE**

Not applicable.

# **COUNCIL MEMO**

Agenda Item # 6.1

**Meeting Date:** February 2, 2026  
**Agenda Section:** Consent Agenda  
**Item Description:** Verified Bills  
**Submitted By:** Brenda Springer, Finance Director

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## **CONSENT AGENDA**

*Consent agenda contains several separate items which are acted upon by the Council in one motion. Upon request, any Consent Agenda item may be removed, and if necessary, placed somewhere else on the agenda or on a future agenda for Council discussion & action.*

## **BACKGROUND INFORMATION**

Each Council meeting the City Council is presented with two lists of bills. One list has been paid prior to the meeting to take advantage of discounts and to prevent late fees. The other list is for payments which are prepared to be paid. City Council ratification of the prepaid bills and approval of the bills to be paid is required.

If you have questions about a particular bill, please call me at (763) 576-2771.

## **FINANCIAL IMPACT**

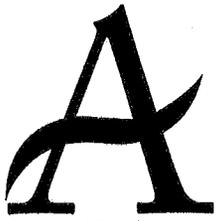
Will vary from meeting to meeting.

## **REQUESTED COUNCIL ACTION**

Approval of the **Consent Agenda** will mean ratification and approval of the Bill List(s).

## **REQUIRED VOTE**

The **Consent Agenda** is approved by a majority vote of the Councilmembers present at the meeting.



# PAID BILL LIST FOR RATIFICATION

By Fund

Payment Dates 1/21/2026 - 2/1/2026

Payment Number	Vendor Name	Description (Payable)	Account Name	Account Number	Amount
<b>Fund: 101 - GENERAL FUND</b>					
178697	Pioneer Tree Service	Ash Tree Removals-Met Coun	Other Improvements	101-4551-653300	41,275.00
178681	WL Construction Supply, Inc	14x.125-1-20MM Blue Rescue	General Supplies	101-4550-621130	1,654.97
178612	North Metro Mayors Associati	2026 No Metro Mayors Assoc	Memberships & Subscriptions	101-4110-632150	7,606.00
178634	Anoka Conservation District	Woodbury House Riverbank P	Expert & Professional Services	101-4305-631100	3,153.41
178619	Safety Signs	DEC2025 Snowmobile Ped Bar	Maintenance & Repairs	101-4310-641100	4,850.00
3998	First Advantage LNS Occ Healt	Annual Enrollment-2	Expert & Professional Services	101-4120-631100	73.42
178650	Hakanson Anderson	GREEN HAVEN TRAIL CONST P	Expert & Professional Services	101-4110-631100	5,100.00
3977	All City Elevator, Inc.	JAN26 Monthly Maintenance	Maintenance & Repairs	101-4194-641100	552.89
3980	Cintas	Mats	Expert & Professional Services	101-4517-631100	36.32
178605	League of MN Cities	Peace Officer Accredited Train	Memberships & Subscriptions	101-4210-632150	3,060.00
178610	Menard Cashway Lumber	Salt-City Hall Softner	General Supplies	101-4194-621130	408.16
178652	HealthPartners Occupational	PD New Hire Testing-J Mora	Expert & Professional Services	101-4210-631100	931.00
178599	Grainger	Garage Door Hinge	Maintenance & Repairs	101-4210-641100	199.72
178610	Menard Cashway Lumber	Rebate	Special City Events	101-4501-633130	-3.21
178610	Menard Cashway Lumber	Rebate	Maintenance & Repairs	101-4515-641100	-8.35
178610	Menard Cashway Lumber	Rebate	Maintenance & Repairs	101-4515-641100	-26.73
178610	Menard Cashway Lumber	Rebate	Maintenance & Repairs	101-4515-641100	-27.06
178610	Menard Cashway Lumber	Rebate	General Supplies	101-4550-621130	-4.33
178610	Menard Cashway Lumber	Rebate	Shade Tree Expenses	101-4551-641190	-3.29
178678	THREE RIVERS MECHANICAL	Service Call- Gun Range	Maintenance & Repairs	101-4210-641100	150.00
178622	Shred Right	Shred Week of 1/8/26	Rubbish Hauling	101-4120-635140	9.90
3980	Cintas	Mats	Expert & Professional Services	101-4517-631100	36.32
3980	Cintas	Mats/Uniforms	Clothing & Uniforms	101-4550-641270	54.84
178611	NAPA Auto Parts	Unit# 457 Coolant	General Supplies	101-4210-621130	8.49
3985	Innovative Office Solutions LL	Supplies	Office Supplies	101-4150-621120	149.09
3985	Innovative Office Solutions LL	Supplies	Office Supplies	101-4517-621120	283.40
3985	Innovative Office Solutions LL	Supplies	Office Supplies	101-4910-621120	137.97
3985	Innovative Office Solutions LL	Supplies	Office Supplies	101-4910-621120	306.71
3982	FINKEN WATER SOLUTIONS	Water Spring 5 Gallon-4	Office Supplies	101-4210-621120	40.95
178593	Cintas Corp No. 2	Supplies	Expert & Professional Services	101-4195-631100	38.50
178598	Earl F. Andersen, Inc	R3-2 24x24 RBW W HIP NO L,	Maintenance & Repairs	101-4310-641100	178.55
3986	TimeSaver Off Site Secretarial,	City Council Meeting	Expert & Professional Services	101-4110-631100	384.25
3986	TimeSaver Off Site Secretarial,	City Council Worksession	Expert & Professional Services	101-4110-631100	178.00
178621	Short Elliott Hendrickson Inc	Anoka 2025 Bridge Inspection	Expert & Professional Services	101-4305-631100	1,490.94
178592	CenterPoint Energy	12/2/25-12/30/25 Utilities	Utility Service	101-4194-635100	3,842.65
178592	CenterPoint Energy	12/2/25-12/30/25 Utilities	Utility Service	101-4195-635100	604.33
178592	CenterPoint Energy	12/2/25-12/30/25 Utilities	Utility Services	101-4210-635100	3,673.12
178592	CenterPoint Energy	12/2/25-12/30/25 Utilities	Utility Services	101-4310-635100	604.33
178592	CenterPoint Energy	12/2/25-12/30/25 Utilities	Utility Services	101-4510-635100	3,124.36
178592	CenterPoint Energy	12/2/25-12/30/25 Utilities	Utility Services	101-4515-635100	20.48
178592	CenterPoint Energy	12/2/25-12/30/25 Utilities	Utility Services	101-4516-635100	107.02
178592	CenterPoint Energy	12/2/25-12/30/25 Utilities	Utility Services	101-4517-635100	664.53
178592	CenterPoint Energy	12/2/25-12/30/25 Utilities	Utility Services	101-4550-635100	1,099.62
3984	Hawkins, Inc.	Chemicals	General Supplies	101-4516-621130	70.00
178617	Pioneer Tree Service	Ash Tree Removals-Forest Hill	Other Improvements	101-4551-653300	131,350.00
178588	Benefit Extras, Inc	DEC25 Cobra Qualifying/JAN2	Expert & Professional Services	101-4120-631100	941.25
3997	Cintas	Mats	Maintenance & Repairs	101-4517-641100	45.42
3980	Cintas	Uniforms	Clothing & Uniforms	101-4550-641270	69.95
3980	Cintas	Mats/Uniforms	Clothing & Uniforms	101-4550-641270	57.56
178662	Menard Cashway Lumber	Mop	General Supplies	101-4194-621130	15.98
178662	Menard Cashway Lumber	Dog food-pound	General Supplies	101-4210-621130	54.99
178602	IPS	Troubleshoot Gate-Public Wor	Maintenance & Repairs	101-4195-641100	245.00
3999	Innovative Office Solutions LL	Office Supplies	Office Supplies	101-4190-621120	33.66

PAID BILL LIST FOR RATIFICATION

Payment Dates: 1/21/2026 - 2/1/2026

Payment Number	Vendor Name	Description (Payable)	Account Name	Account Number	Amount
178622	Shred Right	Shred Week of 1/8/26	Rubbish Hauling	600-7184-635140	8.95
3980	Cintas	Uniforms	Clothing, Uniforms	600-7184-641270	388.77
4002	Wesco	Req 462 Wesco AMI FAT/ISAT	Other Improvements	600-7366-653300	203.70
4002	Wesco	Req 462 Wesco AMI FAT/ISAT	Other Improvements	600-7366-653300	1,203.67
4002	Wesco	Req 462 Wesco AMI FAT/ISAT	Other Improvements	600-7366-653300	4,705.90
4002	Wesco	Req 462 Wesco AMI FAT/ISAT	Other Improvements	600-7366-653300	9,907.13
178592	CenterPoint Energy	12/2/25-12/30/25 Utilities	Gas Utility Service	600-7555-635100	3,134.93
178660	Lano Equipment, Inc.	Chainsaw -Truck 1194	Exempt Inventory supplies	600-7555-621140	419.46
178656	Ink Wizards, Inc	Embroidery	Clothing, Uniforms	600-7184-641270	112.50
4000	MMUA	Utility Resilience Workshop 1/	Continuing Education	600-7555-632130	400.00
178646	Ed Evans	Mileage Reimbursement	Mileage	600-7555-632110	151.20
178646	Ed Evans	Mileage Reimbursement	Mileage	600-7555-632110	98.00
178646	Ed Evans	Mileage Reimbursement	Mileage	600-7555-632110	56.00
<b>Fund 600 - ELECTRIC Total:</b>					<b>88,803.68</b>

Fund: 601 - WATER

178647	Ferguson Waterworks	Gasket	Hydrants	601-7240-621141	72.00
178644	Dave Perkins Contracting Inc	Emergency valve leak repair-3	Expert & Professional Services	601-7240-631100	6,510.00
178647	Ferguson Waterworks	Credit Gasket	Hydrants	601-7240-621141	-72.00
178647	Ferguson Waterworks	Angle Valves	General Supplies	601-7240-621130	60.48
178662	Menard Cashway Lumber	8x2 Lath 100PK	General Supplies	601-7240-621130	13.47
178647	Ferguson Waterworks	Angle Valves	General Supplies	601-7240-621130	241.92
3984	Hawkins, Inc.	Chemicals	Chemicals	601-7240-621210	3,964.74
178626	Water Laboratories Inc	Coliform Only	Expert & Professional Services	601-7240-631100	180.00
178626	Water Laboratories Inc	Coliform Only	Expert & Professional Services	601-7240-631100	180.00
178592	CenterPoint Energy	12/2/25-12/30/25 Utilities	Utility Service	601-7240-635100	2,395.89
3984	Hawkins, Inc.	Chemicals	Chemicals	601-7240-621210	30.00
178648	Gralnger	Batteries	General Supplies	601-7240-621130	84.98
178597	Dave Perkins Contracting Inc	Emergency Water Main Break	Expert & Professional Services	601-7240-631100	4,495.00
3997	Cintas	Uniforms	Clothing, Uniforms	601-7240-641270	102.53
178659	Kodru Equipment, LLC	Well 3 and 5 valve replaceme	Maintenance & Repairs	601-7240-641100	4,142.00
3997	Cintas	Uniforms	Clothing, Uniforms	601-7240-641270	102.53
<b>Fund 601 - WATER Total:</b>					<b>22,503.54</b>

Fund: 602 - SEWER

3980	Cintas	Uniforms	Clothing, Uniforms	602-7245-641270	102.53
178648	Gralnger	Cleveland lift station-capacito	Maintenance & Repairs	602-7245-641100	40.89
178598	Earl F. Andersen, Inc	R3-2 24x24 RBW W HIP NO L,	General Supplies	602-7245-621130	117.00
178592	CenterPoint Energy	12/2/25-12/30/25 Utilities	Utility Services	602-7245-635100	604.33
178662	Menard Cashway Lumber	Cord Storage, Shank ADPT Set	Small Tools & Minor Equipme	602-7245-621150	32.53
<b>Fund 602 - SEWER Total:</b>					<b>897.28</b>

Fund: 603 - STORM DRAINAGE

178650	Hakanson Anderson	MS4 AND SWPPP ASSITANCE-	Expert & Professional Services	603-7250-631100	4,299.50
178606	League of MN Cities	MN Cities Stormwater Cialitio	Memberships & Subscriptions	603-7250-632150	1,180.00
<b>Fund 603 - STORM DRAINAGE Total:</b>					<b>5,479.50</b>

Fund: 609 - LIQUOR

178586	Artisan Beer Company	THC credit	Cannabis product for resale	609-7370-622170	-404.50
178586	Artisan Beer Company	THC credit	Cannabis product for resale	609-7370-622170	-25.72
3978	Brick, Inc.	JAN26 Digital Advertising	Advertising, Publications	609-7370-633150	500.00
3983	Global Reserve, LLC	THC for Resale	Cannabis product for resale	609-7370-622170	898.00
178587	Bellboy Corporation	Mix for Resale	General Supplies	609-7370-621130	15.75
178587	Bellboy Corporation	Mix for Resale	Mix Purchases	609-7370-622140	24.00
178587	Bellboy Corporation	Mix for Resale	Commodities Purchased For R	609-7370-622180	24.00
178587	Bellboy Corporation	Liquor for Resale	Liquor Purchase	609-7370-622100	1,885.80
178587	Bellboy Corporation	Liquor for Resale	Freight	609-7370-622190	57.96
178587	Bellboy Corporation	THC for Resale	Cannabis product for resale	609-7370-622170	351.00
178587	Bellboy Corporation	THC for Resale	Freight	609-7370-622190	4.95
178587	Bellboy Corporation	THC for Resale	Cannabis product for resale	609-7370-622170	210.00
178587	Bellboy Corporation	THC for Resale	Freight	609-7370-622190	4.95
178587	Bellboy Corporation	THC credit	Cannabis product for resale	609-7370-622170	-560.00
178587	Bellboy Corporation	THC credit	Freight	609-7370-622190	-13.20

PAID BILL LIST FOR RATIFICATION

Payment Dates: 1/21/2026 - 2/1/2026

Payment Number	Vendor Name	Description (Payable)	Account Name	Account Number	Amount
178677	The Wine Company	Wine for Resale	Liquor Purchase	609-7370-622100	2,599.16
178677	The Wine Company	Wine for Resale	Wine Purchases	609-7370-622130	336.00
178677	The Wine Company	Wine for Resale	Freight	609-7370-622190	74.00
178665	NOTHING BUT HEMP, LLC	THC for Resale	Cannabis product for resale	609-7370-622170	600.00
178635	Bellboy Corporation	Liquor for Resale	Liquor Purchase	609-7370-622100	740.95
178635	Bellboy Corporation	Liquor for Resale	Freight	609-7370-622190	8.25
178670	Paustis Wine Company	Wine for Resale	Wine Purchases	609-7370-622130	560.00
178670	Paustis Wine Company	Wine for Resale	Freight	609-7370-622190	15.00
3999	Innovative Office Solutions LL	Toner-Better Value	Office Supplies	609-7370-621120	103.78
178658	Johnson Bros Liquor Company	Liquor for Resale	Liquor Purchase	609-7370-622100	448.00
178658	Johnson Bros Liquor Company	Liquor for Resale	Freight	609-7370-622190	7.16
178658	Johnson Bros Liquor Company	Freight	Freight	609-7370-622190	0.30
178658	Johnson Bros Liquor Company	Wine for Resale	Wine Purchases	609-7370-622130	144.00
178658	Johnson Bros Liquor Company	Wine for Resale	Freight	609-7370-622190	1.79
178658	Johnson Bros Liquor Company	Liquor for Resale	Liquor Purchase	609-7370-622100	1,757.05
178658	Johnson Bros Liquor Company	Liquor for Resale	Freight	609-7370-622190	14.32
178658	Johnson Bros Liquor Company	Wine for Resale	Wine Purchases	609-7370-622130	275.75
178658	Johnson Bros Liquor Company	Wine for Resale	Freight	609-7370-622190	10.74
178658	Johnson Bros Liquor Company	Liquor for Resale	Liquor Purchase	609-7370-622100	49.50
178658	Johnson Bros Liquor Company	Liquor for Resale	Freight	609-7370-622190	1.79
178671	Phillips Wine & Spirits	Liquor for Resale	Liquor Purchase	609-7370-622100	238.50
178671	Phillips Wine & Spirits	Liquor for Resale	Freight	609-7370-622190	1.79
178671	Phillips Wine & Spirits	Wine for Resale	Wine Purchases	609-7370-622130	104.00
178671	Phillips Wine & Spirits	Wine for Resale	Freight	609-7370-622190	1.79
178671	Phillips Wine & Spirits	THC for Resale	Cannabis product for resale	609-7370-622170	156.80
178657	IPS	IPS move camera-Better Value	Expert & Professional Services	609-7375-631100	175.00
178664	New France Wine Company	Liquor for Resale	Liquor Purchase	609-7370-622100	228.00
3997	Cintas	Supplies/Mats	General Supplies	609-7370-621130	56.40
3997	Cintas	Supplies/Mats	Other Contractual Services	609-7370-631140	44.76
<b>Fund 609 - LIQUOR Total:</b>					<b>43,104.64</b>

Fund: 610 - CANNABIS

178640	COVA	Prepayment for 1st Mo Fees	Expert & Professional Services	610-7380-631100	-299.00
178642	Cutter & Buck	Lift Performance Sweatshirts	Clothing & Uniforms	610-7380-641270	888.33
178654	IBKUL Corp	Uniforms	Clothing & Uniforms	610-7380-641270	62.00
178679	Uline	General Supplies	General Supplies	610-7380-621130	2,635.36
178679	Uline	Wire Shelves,Liners, Napkins,	General Supplies	610-7380-621130	2,660.92
178614	Oertel Architects	Invoice 11-Anoka Municipal D	Buildings & Structures	610-7380-652200	1,399.75
178594	City of Anoka Petty Cash	Cannabis Start Up Cash	Change Fund	610-101230	4,500.00
178663	Minuteman Press - Anoka	Cannabis Tshirts-Advertising	Advertising, Publications	610-7380-633150	1,478.61
3995	LAKE LEAF CULTIVATION	Cannabis for Resale	Cannabis Flower	610-7380-622100	72,527.50
178667	OLIPHANT BREWING, LLC	THC for Resale	THC Beverages	610-7380-622170	684.00
178640	COVA	Cova Svc Pkg/POS JAN26	Expert & Professional Services	610-7380-631100	374.00
<b>Fund 610 - CANNABIS Total:</b>					<b>86,911.47</b>

Fund: 614 - GOLF

178610	Menard Cashway Lumber	Rebate	General Supplies	614-7480-621130	-30.40
3978	Brick, Inc.	JAN26 Digital Advertising	Advertising, Publications	614-7485-633150	1,000.00
178625	UpNorth Golf, Inc.	Grip purchase	Golf Club Repair Supplies	614-7485-622245	240.70
3980	Cintas	Mats/Uniforms	Clothing, Uniforms	614-7480-641270	54.85
178673	ProTea Botan US, Inc.	2026 Fertilizer	Fertilizer	614-7480-621220	19,535.00
178592	CenterPoint Energy	12/2/25-12/30/25 Utilities	Utility Service	614-7480-635100	906.17
178592	CenterPoint Energy	12/2/25-12/30/25 Utilities	Utility Service	614-7485-635100	551.36
178680	UpNorth Golf, Inc.	Grip Purchase	Golf Club Repair Supplies	614-7485-622245	133.17
3980	Cintas	Mats/Uniforms	Clothing, Uniforms	614-7480-641270	57.57
178663	Minuteman Press - Anoka	150 Thank You Cards	General Supplies	614-7485-621130	122.72
<b>Fund 614 - GOLF Total:</b>					<b>22,571.14</b>

Fund: 701 - GARAGE

178610	Menard Cashway Lumber	Rebate	General Supplies	701-5190-621130	-8.61
178604	Lano Equipment, Inc.	Bobcat 74 BKT-SD Yr 2025	Small Tools & Minor Equipme	701-5190-621150	2,170.00
178592	CenterPoint Energy	12/2/25-12/30/25 Utilities	Utility Services	701-5190-635100	906.46

## Report Summary

## Fund Summary

Fund	Payment Amount
101 - GENERAL FUND	254,191.23
225 - CEMETERY	366.00
250 - WALKER LEASED PARKING	-16.50
405 - BUILDING IMPROVEMENT	560.00
410 - STATE AID CONSTRUCTION	864.00
415 - STREET RENEWAL	22,507.03
460 - PARK CAPITAL	160.00
600 - ELECTRIC	88,803.68
601 - WATER	22,503.54
602 - SEWER	897.28
603 - STORM DRAINAGE	5,479.50
609 - LIQUOR	43,104.64
610 - CANNABIS	86,911.47
614 - GOLF	22,571.14
701 - GARAGE	3,274.13
702 - INFORMATION SYSTEMS	210.00
715 - INSURANCE	38,418.49
830 - HRA	178.00
980 - PAYROLL CLEARING	135,923.50
<b>Grand Total:</b>	<b>726,907.13</b>

## Account Summary

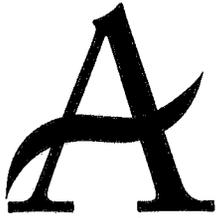
Account Number	Account Name	Payment Amount
101-4110-631100	Expert & Professional Se	20,929.75
101-4110-632150	Memberships & Subscri	7,606.00
101-4120-631100	Expert & Professional Se	1,224.67
101-4120-635140	Rubbish Hauling	9.90
101-4150-621120	Office Supplies	188.28
101-4190-421180	Rental License Inspectio	330.00
101-4190-621120	Office Supplies	33.66
101-4194-621130	General Supplies	915.25
101-4194-631100	Expert & Professional Se	1,412.62
101-4194-635100	Utility Service	3,842.65
101-4194-641100	Maintenance & Repairs	552.89
101-4195-631100	Expert & Professional Se	38.50
101-4195-635100	Utility Service	604.33
101-4195-641100	Maintenance & Repairs	340.00
101-4210-621120	Office Supplies	569.04
101-4210-621130	General Supplies	1,363.47
101-4210-631100	Expert & Professional Se	931.00
101-4210-632150	Memberships & Subscri	3,060.00
101-4210-635100	Utility Services	3,673.12
101-4210-635171	Dare Program	1,780.57
101-4210-641100	Maintenance & Repairs	349.72
101-4210-641270	Clothing Uniforms	205.00
101-4305-631100	Expert & Professional Se	4,644.35
101-4310-635100	Utility Services	604.33
101-4310-641100	Maintenance & Repairs	5,028.55
101-4501-631100	Expert & Professional Se	12,169.47
101-4501-633130	Special City Events	-3.21
101-4510-631100	Expert & Professional Se	712.50
101-4510-635100	Utility Services	3,124.36
101-4515-635100	Utility Services	20.48
101-4515-641100	Maintenance & Repairs	-62.14
101-4516-621130	General Supplies	70.00
101-4516-635100	Utility Services	107.02
101-4517-621120	Office Supplies	283.40

**Account Summary**

Account Number	Account Name	Payment Amount
610-7380-622100	Cannabis Flower	72,527.50
610-7380-622170	THC Beverages	684.00
610-7380-631100	Expert & Professional Se	75.00
610-7380-633150	Advertising, Publications	1,478.61
610-7380-641270	Clothing & Uniforms	950.33
610-7380-652200	Buildings & Structures	1,399.75
614-7480-621130	General Supplies	-30.40
614-7480-621220	Fertilizer	19,535.00
614-7480-635100	Utility Service	906.17
614-7480-641270	Clothing, Uniforms	112.42
614-7485-621130	General Supplies	122.72
614-7485-622245	Golf Club Repair Supplie	373.87
614-7485-633150	Advertising, Publications	1,000.00
614-7485-635100	Utility Service	551.36
701-5190-620110	Staff Car Maintenance	104.79
701-5190-621130	General Supplies	-8.61
701-5190-621150	Small Tools & Minor Equ	2,170.00
701-5190-631100	Expert & Professional Se	101.49
701-5190-635100	Utility Services	906.46
702-5195-641100	Maintenance and Repair	210.00
715-5185-634180	Insurance claims	38,418.49
830-4670-631100	Expert & Professional Se	178.00
980-212400	Health Insurance Withh	129,551.29
980-212640	Dental Insurance Withh	6,372.21
	<b>Grand Total:</b>	<b>726,907.13</b>

**Project Account Summary**

Project Account Key	Payment Amount
**None**	469,354.22
1013000	8,981.23
1102000	5,888.76
1103000	36,316.94
1333000	864.00
1863000	1,399.75
1973000	6,700.01
1983000	15,807.02
1993000	5,100.00
2203000	-3.21
2213000	3,153.41
2263000	560.00
2613000	172,625.00
2693000	160.00
	<b>Grand Total:</b>
	<b>726,907.13</b>



Payment Dates 1/30/2026 - 1/30/2026

Payment Number	Vendor Name	Description (Payable)	Account Name	Account Number	Amount
<b>Fund: 101 - GENERAL FUND</b>					
178697	Pioneer Tree Service	Ash Tree Removals-Met Coun	Other Improvements	101-4551-653300	41,275.00
178681	WL Construction Supply, Inc	14x.125-1-20MM Blue Rescue	General Supplies	101-4550-621130	1,654.97
178634	Anoka Conservation District	Woodbury House Riverbank P	Expert & Professional Services	101-4305-631100	3,153.41
3998	First Advantage LNS Occ Health	Annual Enrollment-2	Expert & Professional Services	101-4120-631100	73.42
178650	Hakanson Anderson	GREEN HAVEN TRAIL CONST P	Expert & Professional Services	101-4110-631100	5,100.00
178652	HealthPartners Occupational	PD New Hire Testing-J Mora	Expert & Professional Services	101-4210-631100	931.00
178678	THREE RIVERS MECHANICAL	Service Call- Gun Range	Maintenance & Repairs	101-4210-641100	150.00
3997	Cintas	Mats	Maintenance & Repairs	101-4517-641100	45.42
178662	Menard Cashway Lumber	Mop	General Supplies	101-4194-621130	15.98
178662	Menard Cashway Lumber	Dog food-pound	General Supplies	101-4210-621130	54.99
3999	Innovative Office Solutions LL	Office Supplies	Office Supplies	101-4190-621120	33.66
3999	Innovative Office Solutions LL	Office Supplies	Office Supplies	101-4910-621120	137.97
3999	Innovative Office Solutions LL	Office Supplies	Office Supplies	101-4910-621120	13.04
3999	Innovative Office Solutions LL	Office Supplies	Office Supplies	101-4910-621120	55.83
178668	Optum Bank	DEC25 Svc Fee	Expert & Professional Services	101-4120-631100	210.00
178655	IDC Automatic	Spring for Pole Barn Door 3	Maintenance & Repairs	101-4195-641100	95.00
178675	Strelcher's	Tactical Gear	Clothing Uniforms	101-4210-641270	205.00
3999	Innovative Office Solutions LL	CRTTDG-Finance Reception	Office Supplies	101-4150-621120	39.19
4001	Office Pride	Scrub/Recoat Floors, Window	Expert & Professional Services	101-4194-631100	1,333.00
178666	Oertel Architects	Invoice 1 Anoka Park & Ride S	Expert & Professional Services	101-4110-631100	15,267.50
178651	HALL, SEKHEMA LATAY	Reimbursement for Cell Phone	General Supplies	101-4210-621130	1,299.99
178641	Creative Product Sourcing, Inc	DARE-Certificates, Misc Items	Dare Program	101-4210-635171	1,780.57
178662	Menard Cashway Lumber	Utility Pump, Rags, Metal Noz	General Supplies	101-4194-621130	491.11
178649	Gullick, Robert	Rental License Refund-754 Fre	Rental License Inspection Fee	101-4190-421180	330.00
3997	Cintas	Mats	Expert & Professional Services	101-4517-631100	36.32
3997	Cintas	Uniforms	Clothing & Uniforms	101-4550-641270	69.95
178678	THREE RIVERS MECHANICAL	Emergency Repair-Green Hav	Expert & Professional Services	101-4510-631100	712.50
178657	IPS	Fob Order	Expert & Professional Services	101-4550-631100	437.00
178653	HOLIDAY OUTDOOR DECOR	America Event Banner	Expert & Professional Services	101-4501-631100	12,169.47
<b>Fund 101 - GENERAL FUND Total:</b>					<b>87,171.29</b>
<b>Fund: 405 - BUILDING IMPROVEMENT</b>					
178650	Hakanson Anderson	4TH AVE REGIONAL POND ST	Expert & Professional Services	405-4196-631100	560.00
<b>Fund 405 - BUILDING IMPROVEMENT Total:</b>					<b>560.00</b>
<b>Fund: 410 - STATE AID CONSTRUCTION</b>					
178637	Bolton & Menk, Inc	Anoka/Hwy 169 Improvement	Hwy 10 & Thurston Ave Impro	410-4330-654350	864.00
<b>Fund 410 - STATE AID CONSTRUCTION Total:</b>					<b>864.00</b>
<b>Fund: 415 - STREET RENEWAL</b>					
178650	Hakanson Anderson	2026 STREET SURFACE PROJE	Expert & Professional Services	415-4380-631100	15,535.00
178650	Hakanson Anderson	STREET SURFACE PROJECT-11/	Expert & Professional Services	415-4380-631100	6,428.00
178676	Tavern at Greenhaven, LLC	Tavern-Neighborhood Meetin	Other charges	415-4380-633130	272.01
178676	Tavern at Greenhaven, LLC	Tavern-Neighborhood Meetin	Other charges	415-4380-633130	272.02
<b>Fund 415 - STREET RENEWAL Total:</b>					<b>22,507.03</b>
<b>Fund: 460 - PARK CAPITAL</b>					
178650	Hakanson Anderson	4TH AVENUE TRAIL EXTENSIO	Expert & Professional Services	460-4566-631100	160.00
<b>Fund 460 - PARK CAPITAL Total:</b>					<b>160.00</b>
<b>Fund: 600 - ELECTRIC</b>					
178632	American Public Power Associ	2026 eReliability Subscription	Memberships and subscriptio	600-7555-632150	325.00
4002	Wesco	Req 462 Wesco AMI FAT/ISAT	Other Improvements	600-7366-653300	339.50
4002	Wesco	Req 462 Wesco AMI FAT/ISAT	Other Improvements	600-7366-653300	4,705.90
4002	Wesco	Req 462 Wesco AMI FAT/ISAT	Other Improvements	600-7366-653300	7,777.56
4002	Wesco	Req 462 Wesco AMI FAT/ISAT	Other Improvements	600-7366-653300	1,357.77
4002	Wesco	Req 462 Wesco AMI FAT/ISAT	Other Improvements	600-7366-653300	31.11

Payment Number	Vendor Name	Description (Payable)	Account Name	Account Number	Amount
178665	NOTHING BUT HEMP, LLC	THC for Resale	Cannabis product for resale	609-7370-622170	600.00
178635	Bellboy Corporation	Liquor for Resale	Liquor Purchase	609-7370-622100	740.95
178635	Bellboy Corporation	Liquor for Resale	Freight	609-7370-622190	8.25
178670	Paustis Wine Company	Wine for Resale	Wine Purchases	609-7370-622130	560.00
178670	Paustis Wine Company	Wine for Resale	Freight	609-7370-622190	15.00
3999	Innovative Office Solutions LL	Toner-Better Value	Office Supplies	609-7370-621120	103.78
178658	Johnson Bros Liquor Company	Liquor for Resale	Liquor Purchase	609-7370-622100	448.00
178658	Johnson Bros Liquor Company	Liquor for Resale	Freight	609-7370-622190	7.16
178658	Johnson Bros Liquor Company	Freight	Freight	609-7370-622190	0.30
178658	Johnson Bros Liquor Company	Wine for Resale	Wine Purchases	609-7370-622130	144.00
178658	Johnson Bros Liquor Company	Wine for Resale	Freight	609-7370-622190	1.79
178658	Johnson Bros Liquor Company	Liquor for Resale	Liquor Purchase	609-7370-622100	1,757.05
178658	Johnson Bros Liquor Company	Liquor for Resale	Freight	609-7370-622190	14.32
178658	Johnson Bros Liquor Company	Wine for Resale	Wine Purchases	609-7370-622130	275.75
178658	Johnson Bros Liquor Company	Wine for Resale	Freight	609-7370-622190	10.74
178658	Johnson Bros Liquor Company	Liquor for Resale	Liquor Purchase	609-7370-622100	49.50
178658	Johnson Bros Liquor Company	Liquor for Resale	Freight	609-7370-622190	1.79
178671	Phillips Wine & Spirits	Liquor for Resale	Liquor Purchase	609-7370-622100	238.50
178671	Phillips Wine & Spirits	Liquor for Resale	Freight	609-7370-622190	1.79
178671	Phillips Wine & Spirits	Wine for Resale	Wine Purchases	609-7370-622130	104.00
178671	Phillips Wine & Spirits	Wine for Resale	Freight	609-7370-622190	1.79
178671	Phillips Wine & Spirits	THC for Resale	Cannabis product for resale	609-7370-622170	156.80
178657	IPS	IPS move camera-Better Value	Expert & Professional Services	609-7375-631100	175.00
178664	New France Wine Company	Liquor for Resale	Liquor Purchase	609-7370-622100	228.00
3997	Cintas	Supplies/Mats	General Supplies	609-7370-621130	56.40
3997	Cintas	Supplies/Mats	Other Contractual Services	609-7370-631140	44.76
<b>Fund 609 - LIQUOR Total:</b>					<b>21,892.14</b>
<b>Fund: 610 - CANNABIS</b>					
178640	COVA	Prepayment for 1st Mo Fees	Expert & Professional Services	610-7380-631100	-299.00
178642	Cutter & Buck	Lift Performance Sweatshirts	Clothing & Uniforms	610-7380-641270	888.33
178654	IBKUL Corp	Uniforms	Clothing & Uniforms	610-7380-641270	62.00
178679	Uline	General Supplies	General Supplies	610-7380-621130	2,635.36
178679	Uline	Wire Shelves,Liners, Napkins,	General Supplies	610-7380-621130	2,660.92
178663	Minuteman Press - Anoka	Cannabis Tshirts-Advertising	Advertising, Publications	610-7380-633150	1,478.61
178667	OLIPHANT BREWING, LLC	THC for Resale	THC Beverages	610-7380-622170	684.00
178640	COVA	Cova Svc Pkg/POS JAN26	Expert & Professional Services	610-7380-631100	374.00
<b>Fund 610 - CANNABIS Total:</b>					<b>8,484.22</b>
<b>Fund: 614 - GOLF</b>					
178673	ProTea Botan US, Inc.	2026 Fertilizer	Fertilizer	614-7480-621220	19,535.00
178680	UpNorth Golf, Inc.	Grip Purchase	Golf Club Repair Supplies	614-7485-622245	133.17
178663	Minuteman Press - Anoka	150 Thank You Cards	General Supplies	614-7485-621130	122.72
<b>Fund 614 - GOLF Total:</b>					<b>19,790.89</b>
<b>Fund: 701 - GARAGE</b>					
178633	Andy's Service Auto Repair	Unit 2310 Oil Change	Staff Car Maintenance	701-5190-620110	104.79
178633	Andy's Service Auto Repair	Unit 2201 Oil Change	Expert & Professional Services	701-5190-631100	101.49
<b>Fund 701 - GARAGE Total:</b>					<b>206.28</b>
<b>Fund: 702 - INFORMATION SYSTEMS</b>					
178650	Hakanson Anderson	GENERAL ENGINEERING -11/3	Maintenance and Repairs	702-5195-641100	210.00
<b>Fund 702 - INFORMATION SYSTEMS Total:</b>					<b>210.00</b>
<b>Fund: 715 - INSURANCE</b>					
178661	League of MN Cities Insuranc	WC 505981 Penalty Assesmen	Insurance claims	715-5185-634180	461.22
178661	League of MN Cities Insuranc	WC 505981 Penalty Assesmen	Insurance claims	715-5185-634180	1,014.68
<b>Fund 715 - INSURANCE Total:</b>					<b>1,475.90</b>
<b>Fund: 980 - PAYROLL CLEARING</b>					
178645	Delta Dental	FEB26 Premium	Dental Insurance Withholding	980-212640	6,372.21
<b>Fund 980 - PAYROLL CLEARING Total:</b>					<b>6,372.21</b>
<b>Grand Total:</b>					<b>222,582.00</b>

**Account Summary**

Account Number	Account Name	Payment Amount
601-7240-641100	Maintenance & Repairs	4,142.00
601-7240-641270	Clothing, Uniforms	205.06
602-7245-621150	Small Tools & Minor Equ	32.53
602-7245-641100	Maintenance & Repairs	40.89
603-7250-631100	Expert & Professional Se	4,299.50
609-7370-621120	Office Supplies	103.78
609-7370-621130	General Supplies	134.25
609-7370-622100	Liquor Purchase	11,905.13
609-7370-622120	Beer Purchases	3,662.50
609-7370-622130	Wine Purchases	3,979.43
609-7370-622170	Cannabis product for res	1,596.72
609-7370-622180	Commodities Purchased	54.50
609-7370-622190	Freight	236.07
609-7370-631140	Other Contractual Servic	44.76
609-7375-631100	Expert & Professional Se	175.00
610-7380-621130	General Supplies	5,296.28
610-7380-622170	THC Beverages	684.00
610-7380-631100	Expert & Professional Se	75.00
610-7380-633150	Advertising, Publications	1,478.61
610-7380-641270	Clothing & Uniforms	950.33
614-7480-621220	Fertilizer	19,535.00
614-7485-621130	General Supplies	122.72
614-7485-622245	Golf Club Repair Supplie	133.17
701-5190-620110	Staff Car Maintenance	104.79
701-5190-631100	Expert & Professional Se	101.49
702-5195-641100	Maintenance and Repair	210.00
715-5185-634180	Insurance claims	1,475.90
980-212640	Dental Insurance Withh	6,372.21
	<b>Grand Total:</b>	<b>222,582.00</b>

**Project Account Summary**

Project Account Key	Payment Amount
**None**	113,267.51
1013000	8,981.23
1102000	1,388.88
1103000	25,324.94
1333000	864.00
1973000	6,700.01
1983000	15,807.02
1993000	5,100.00
2213000	3,153.41
2263000	560.00
2613000	41,275.00
2693000	160.00
	<b>Grand Total:</b>
	<b>222,582.00</b>

**PAYROLL**

**PP2**

BILL LIST DATE 01/23/26

GROSS PAYROLL - REG	\$533,775.67
LESS EMPLOYEE SHARE OF BENEFITS	(\$11,744.12)
EMPLOYER SHARE H.S.A.	\$1,800.00
EMPLOYER SHARE FICA & MEDICARE	\$27,296.20
EMPLOYER SHARE PERA	<u>\$43,785.19</u>
	\$72,881.39
TOTAL PAYROLL	\$594,912.94

# **COUNCIL MEMO**

Agenda Item # 6.2

**Meeting Date:** February 2, 2026  
**Agenda Section:** Consent Agenda  
**Item Description:** Revising & Setting Council Calendars  
**Submitted By:** Amy Oehlers, Assistant City Manager

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## **CONSENT AGENDA**

*Consent agenda contains several separate items which are acted upon by the Council in one motion. Upon request, any Consent Agenda item may be removed, and if necessary, placed somewhere else on the agenda or on a future agenda for Council discussion & action.*

## **BACKGROUND INFORMATION**

Attached are the proposed meeting calendars/schedule(s).

## **FINANCIAL IMPACT**

Not applicable.

## **REQUESTED COUNCIL ACTION**

Approval of the **Consent Agenda** will mean approval of the City Council Calendars/Schedule(s), as may be amended from time to time.

## **REQUIRED VOTE**

The **Consent Agenda** is approved by a majority vote of the Councilmembers present at the meeting.

# ANOKA CITY COUNCIL CALENDAR



Monday	02	Regular Meeting/City Council	City Hall Council Chambers	7:00 p.m.
Tuesday	03*	Area Chamber Annual "State of the Cities" Luncheon	Bunker Hills Event Center 12800 Bunker Prairie Road, Coon Rapids	11:00 a.m. Registration & Lunch 11:45 am - 1:00 p.m. Program
Tuesday	03*	Precinct Caucuses	Various Locations (Locations set by Political Parties) (Key in your address to find location) <a href="http://caucusfinder.sos.mn.gov">caucusfinder.sos.mn.gov</a>	7:00 p.m.
Thursday	05*	Ribbon Cutting	Anoka Dispensary 839 E. River Road, Anoka	2:00 p.m.
Friday	06*	Employee: Del Vancura's Retirement Party	Anoka Fire Station 275 Harrison St, Anoka	1:00 p.m. - 3:00 p.m.
Monday	09	City Council Goals Session	Green Haven Golf Course & Event Ctr 2800 Greenhaven Rd (East Room), Anoka	5:00 p.m. Start Meeting 5:30 p.m. Dinner
<i>Monday</i>	<i>16</i>	<i>Closed for Presidents' Day</i>	<i>City Offices</i>	<i>All Day</i>
<i>Tuesday</i>	<i>17</i>	<i>Regular Meeting/City Council</i>	<i>City Hall Council Chambers</i>	<i>7:00 p.m.</i>
Monday	23	City Council Worksession	City Hall Council Worksession Room	5:00 p.m.

THIS CALENDAR IS POSTED IN ORDER TO COMPLY WITH THE OPEN MEETING LAW, WHICH INDICATES A MEETING MUST BE POSTED WHEN A MAJORITY OF COUNCILMEMBERS WILL OR MAY BE IN ATTENDANCE. NO OFFICIAL BUSINESS OF NON-REGULAR OR NON-SPECIAL MEETINGS WILL BE CONDUCTED AND NO RECORD OF THOSE EVENT WILL BE KEPT.

\*ASTERIK DATES REFLECT EVENTS WHERE QUORUMS OF COUNCIL MEMBERS MAY OR MAY NOT BE PRESENT.

# ANOKA CITY COUNCIL CALENDAR



Monday	02	Regular Meeting/City Council	City Hall Council Chambers	7:00 p.m.
Saturday	07*	North Suburban Home Show	Andover Community Center 15200 Hanson Blvd NW, Andover <a href="https://www.northsuburbanhomeshow.com/">https://www.northsuburbanhomeshow.com/</a>	8:00 a.m. - 2:00 p.m.
Monday	16	Regular Meeting/City Council	City Hall Council Chambers	7:00 p.m.
Monday	23	City Council Worksession	Council Worksession Room	5:00 p.m.

*THIS CALENDAR IS POSTED IN ORDER TO COMPLY WITH THE OPEN MEETING LAW, WHICH INDICATES A MEETING MUST BE POSTED WHEN A MAJORITY OF COUNCILMEMBERS WILL OR MAY BE IN ATTENDANCE. NO OFFICIAL BUSINESS OF NON-REGULAR OR NON-SPECIAL MEETINGS WILL BE CONDUCTED AND NO RECORD OF THOSE EVENT WILL BE KEPT.*

*\*ASTERIK DATES REFLECT EVENTS WHERE QUORUMS OF COUNCIL MEMBERS MAY OR MAY NOT BE PRESENT.*

# **COUNCIL MEMO**

Agenda Item # 6.3

**Meeting Date:** February 2, 2026  
**Agenda Section:** Consent Agenda  
**Item Description:** MN Municipal Power Association Annual Published Power Rates  
**Submitted By:** Del Vancura

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## **CONSENT AGENDA**

*Consent agenda contains several separate items which are acted upon by the Council in one motion. Upon request, any Consent Agenda item may be removed, and if necessary, placed somewhere else on the agenda or on a future agenda for Council discussion & action.*

## **BACKGROUND INFORMATION**

A non-generating utility must list the rates at which it purchases energy and capacity. Anoka Municipal Utility purchases energy and capacity from MMPA. In 2025, the average energy rate paid by AMU was \$0.06563 per kilowatt-hour. The average capacity rate paid by AMU was \$0.02224 per kilowatt-hour.

\*NOTE: Energy Rate is the rate AMU pays for purchased power. Capacity Rate is the rate AMU pays for total system demand.

## **FINANCIAL IMPACT**

None

See attachment #1

These rates are used to calculate AMU's "avoided costs" for purposes of calculating compensation to Customers qualified generating facilities.

## **REQUESTED COUNCIL ACTION**

Approval of the Consent Agenda will mean approval of this agenda item.

**Minnesota Municipal Power Agency  
 Avoidable Cost Rate Calculation  
 2026 Rate Table**

	<u>Energy (\$/kWh)</u>	<u>Capacity (\$/kWh)</u>	<u>REC (\$/kWh)</u>
<b>Summer Months (June-Sept)</b>			
On Peak	0.0614	0	0
Off Peak	0.0338	0	0
All Hours	0.0469	0	0
<b>Winter Months (Oct-May)</b>			
On Peak	0.0482	0	0
Off Peak	0.0342	0	0
All Hours	0.0407	0	0
<b>Annual (January-December)</b>	<b>0.0428</b>	<b>0</b>	<b>0</b>

# **COUNCIL MEMO**

Agenda Item # 6.4

**Meeting Date:** February 2, 2026  
**Agenda Section:** Consent Agenda  
**Item Description:** Issuance of a Massage Therapist License for Shuana Yang of Anoka Massage & Pain Therapy, 710 East River Rd.  
**Submitted By:** Rachel Dodge, Office Assistant

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## **CONSENT AGENDA**

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## **BACKGROUND INFORMATION**

Shuana Yang of Brooklyn Park has submitted an application for a Massage Therapist License so that she may provide Massage Services at Anoka Massage & Pain Therapy, 710 East River Rd.

Staff has conducted the necessary background investigations and no concerns or objections have been expressed. License will be issued once site inspections have been completed for the business license.

## **FINANCIAL IMPACT**

\$30.00 investigation fee, plus \$225.00 annual Massage Therapist License Fee.

## **REQUESTED COUNCIL ACTION**

Approval of the Consent Agenda will mean approval of this agenda item.

# **COUNCIL MEMO**

Agenda Item # 6.5

**Meeting Date:** February 2, 2026  
**Agenda Section:** Consent Agenda  
**Item Description:** Issuance of a Massage Therapist License for Erin Boston of Restore Therapy LLC,  
229 Jackson Street, Suite 105  
**Submitted By:** Rachel Dodge, Office Assistant

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## **CONSENT AGENDA**

*Consent agenda contains several separate items which are acted upon by the Council in one motion. Upon request, any Consent Agenda item may be removed, and if necessary, placed somewhere else on the agenda or on a future agenda for Council discussion & action.*

## **BACKGROUND INFORMATION**

Erin Boston of Minnetonka has submitted an application for a Massage Therapist License so that she may provide Massage Services at Restore Therapy, LLC, 229 Jackson Street, Suite 105.

Staff has conducted the necessary background investigations and no concerns or objections have been expressed. License will be issued after approval at meeting.

## **FINANCIAL IMPACT**

\$30.00 investigation fee, plus \$225.00 annual Massage Therapist License Fee.

## **REQUESTED COUNCIL ACTION**

Approval of the Consent Agenda will mean approval of this agenda item.

# **COUNCIL MEMO**

Agenda Item # 6.6

**Meeting Date:** February 2, 2026  
**Agenda Section:** Consent Agenda  
**Item Description:** Issuance of Adult-Use Cannabis Products Registration Application for the City of Anoka, dba; Anoka Cannabis Company, 839 East River Rd.  
**Submitted By:** Rachel Dodge, Office Assistant

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## **CONSENT AGENDA**

*Consent agenda contains several separate items which are acted upon by the Council in one motion. Upon request, any Consent Agenda item may be removed, and if necessary, placed somewhere else on the agenda or on a future agenda for Council discussion & action.*

## **BACKGROUND INFORMATION**

This is the first registration application for Adult-Use Cannabis Products, that the city will be issuing. This is a brand-new type of registration.

Kevin Morelli from the City of Anoka has submitted new Adult-Use Cannabis Products Registration Application, so that Anoka Cannabis Company can sell Cannabis Products to include:

- Cannabis Flowers
- Confectionaries
- Gummies
- THC Beverages
- Tinctures
- Cannabis Paraphrenia

The City of Anoka, dba; Anoka Cannabis Company is located at 839 East River Rd, Anoka MN. Staff conducted the necessary background investigations and no concerns or objections have been expressed. A state license for this location has been issued by the (OCM) Office of Cannabis Management. This city registration will be issued after the meeting.

## **FINANCIAL IMPACT**

\$500.00 Initial Registration Application Fee.

## **REQUESTED COUNCIL ACTION**

Approval of the Consent Agenda will mean approval of this agenda item.

# **COUNCIL MEMO**

Agenda Item # 6.7

**Meeting Date:** February 2, 2026  
**Agenda Section:** Consent Agenda  
**Item Description:** Issuance of Lower-Potency Hemp Products (LPHE) Registration & Renewal Applications for the City of Anoka, dba; Better Values Liquor, 847 East River Rd.  
**Submitted By:** Rachel Dodge, Office Assistant

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## **CONSENT AGENDA**

*Consent agenda contains several separate items which are acted upon by the Council in one motion. Upon request, any Consent Agenda item may be removed, and if necessary, placed somewhere else on the agenda or on a future agenda for Council discussion & action.*

## **BACKGROUND INFORMATION**

This is the first registration and renewal application for Lower-Potency Hemp Products (LPHE) that the city will be issuing. These applications were sent to all applicants who previously held a Cannabinoid Products License. This Lower-Potency Hemp Products (LPHE) Registration replaces that license. This is the first application/renewal that has come back.

Kevin Morelli from the City of Anoka has submitted new Lower-Potency Hemp Products (LPHE) Registration Application, so that Better Values Liquor can sell Cannabis Products to include:

- Gummies
- THC Beverages

The City of Anoka, dba; Better Values Liquor is located at 847 East River Rd, Anoka MN. Staff conducted the necessary background investigations and no concerns or objections have been expressed. A state license for this location has been issued by the (OCM) Office of Cannabis Management. This city registration will be issued after the meeting.

## **FINANCIAL IMPACT**

Since this is both a new registration (for a new type of license) and renewal to replace the old license and why both fees have been paid.

\$500.00 Initial Registration Application Fee, plus.  
\$1,000.00 Annual Renewal Registration Application Fee.

## **REQUESTED COUNCIL ACTION**

Approval of the Consent Agenda will mean approval of this agenda item.

# COUNCIL MEMO

**Meeting Date:** February 2, 2026

**Agenda Section:** Ordinances & Resolutions

**Item Description:** RES/Trunk Highway 47 Corridor and BNSF Railroad Grade Separation Project; Approve and Authorize the Execution of the 2026 Federal Transportation Grants Technical Assistance and Infrastructure Investment and Jobs Act (“IIJA”) Discretionary Match Assistance Grant Agreement with the State of Minnesota Department of Transportation

**Submitted By:** Ben Nelson, Assistant City Engineer

## BACKGROUND INFORMATION

The city lead Trunk Highway 47 Corridor and BNSF Railroad Grade Separation Project is for the improvements along Highway 47, extending north from U.S. Highway 10 at Pleasant Street (CSAH 30) to Bunker Lake Boulevard (CSAH 116). Please see attached *Project Fact Sheet*.

On June 3, 2024, City Council approved the 2024 Federal Transportation Grants Technical Assistance and Infrastructure Investment and Jobs Act (“IIJA”) Discretionary Match Assistance Grant Agreement with the State of Minnesota Department of Transportation (MnDOT) for the amount of \$30,000. These funds were used to apply for the Consolidated Rail Infrastructure and Safety Improvements (CRISI) and Railroad Crossing Elimination (RCE) Federal Grant Applications.

On January 21, 2025, City Council approved the 2025 Federal Transportation Grants Technical Assistance and IIJA Discretionary Match Assistance Grant Agreement with the MnDOT for the amount of \$30,000. These funds were used to apply for the CRISI and RAISE Federal Grant Applications.

Pursuant to the 2023 Minnesota Legislative Session, Chapter 68, Article 4, Section 110, and Article 1, Section 2, Subdivision 5(a), the state appropriated \$2 million in general funds available for grants to townships, small cities, state aid cities, counties, and tribal governments to hire consultants for technical assistance in identifying and applying for transportation-related federal discretionary grants.



The MnDOT State Aid Office administrates and manages the [Infrastructure Investment and Jobs Act \(IIJA\) Discretionary Match Program](#) for local agencies to apply and receive these funds. The technical assistance grants may not exceed \$30,000 and no more than one grant can be awarded to each local government in a calendar year.

State-funded technical assistance grants are available primarily for hiring consultants to develop Federal IIJA discretionary grant applications. Federal discretionary grants generally are those that require an application to be submitted directly to the federal government.

The City of Anoka was approved for up to \$30,000 in state funds from the IIJA Technical Match Assistance Grant Program and was assigned a State Aid Project (SAP 103-589-004) number. See Attachment 1; *Selection Letter* from Mr. Briese, MnDOT State Aid Programs Manager to Manger Lee dated January 16, 2026. The City of Anoka entered into a Force Account Agreement with the MnDOT State Aid Office and State Aid issued the city a Funding Letter. See Attachment 2; *Funding Letter* from Mr. Briese, MnDOT State Aid Programs Manger to Manger Lee dated January 26, 2026, and Attachment 3: *Force Account Agreement*. These funds have been made available to the City of Anoka in the City's State Aid Accounting System Account for engineering, see Attachment 4; *Encumbrance Letter* from Mr. Farah, State Aid Finance to City Manager Lee dated January 27, 2026.

## **DISCUSSION**

**Approve Agreement** – Should council wish to utilize the state funds for the Trunk Highway 47 Corridor and BNSF Railroad Grade Separation Project; the next step is for the city to approve and enter into the Federal Transportation Grants Technical Assistance and IIJA Discretionary Match Assistance Grant Agreement (MnDOT Agreement No. 1058865) with the MnDOT. The agreement has been reviewed and there are no specific objections by MnDOT State Aid office or the City Attorney. Some important requirements of the grant contract agreement council shall be aware of are the following:

- The expiration date of the agreement is December 31, 2028, or when all obligations have been satisfactorily fulfilled, whichever occurs first
- Applications that are submitted directly to U.S. Senators or House of Representatives seeking congressionally directed spending is not an eligible type of work
- The grant is a reimbursable payment and a reimbursement payment cannot be made by MnDOT State Aid until a grant agreement is fully executed
- Only eligible consultant costs incurred after the date of the Funding Letter will ultimately be eligible for reimbursement, city received letter on January 26, 2026
- A pre-ward audit of the consultant, performed by MnDOT Audit, will be required before the grant agreement can be executed
- The grantee has to clearly publish on the city website the names and contact information for the grant administrator(s) and organization's leadership.

**Authorized Representative** – As part of the agreement, the local agency is required to designate *Grantee’s Authorized Representative*. Given Anoka is a home rule charter city, the City Council may delegate signing authority. Therefore, to formalize this, a signed resolution designating the grant’s agents (authorized representative) shall be adopted. The authorized representative for the City of Anoka retains the authority to execute any amendment related to the project. To ensure successful project completion, it’s recommended that the City Council designates Ben Nelson, Assistant City Engineer or his successors, as the authorized representatives for the City of Anoka.

**Authorization to Execute Agreement** – It is recommended that the Mayor and City Clerk be authorized and directed to execute the said contract on behalf of the city. Furthermore, the authorized representative for the City of Anoka maintains execution authority to execute any amendments to the agreement as necessary for successful completion of the project.

Staff recommends entering into this grant agreement with the MnDOT to utilize the available grant funds from the State to hire a consultant to develop grant application for said project. See Attachment 5; *Federal Transportation Grants Technical Assistance and IJJA Discretionary Match Assistance Grant Agreement*.

### **FINANCIAL IMPACT**

The IJJA Discretionary Match Assistance Grant in the amount of \$30,000 will aid in funding for the city’s desire to apply for upcoming competitive based grant solicitations. This could be one of a very few ways the city could apply for future grant applications with minimal use of local funds. No local fund match is required by the city.

Future upcoming grant applications for the IJJA Technical Discretionary Grant funds that could be utilized by the city to hire a consultant engineering firm are for the following grant solicitations:

- Better Utilizing Investments to Leverage Development (BUILD)
- Consolidated Rail Infrastructure and Safety Improvements (CRISI)
- Railroad Crossing Elimination Program (RCE)

City Council shall be aware that the total amount of \$97,000 listed in the Funding Letter includes \$67,000 in grant work that is non-eligible from the IJJA Grant. The city’s local funds for this project was adopted in the 2026 budget in the amount of \$100,000.

### **PROJECT SCHEDULE**

The anticipated schedule for the combined Trunk Highway 47 Corridor and BNSF Railroad Grade Separation Project is the following:

<b>2025 – 2026</b>	Secure Funding
<b>2026 – 2027</b>	Purpose and Need, Public Engagement, and Environmental Documents
<b>2027 – 2028</b>	Final Design and ROW Acquisition
<b>2029 – 2031</b>	Construction of Project

**REQUESTED COUNCIL ACTION**

It is recommended that City Council adopt the attached resolution approving and authorizing the execution of the Federal Transportation Grants Technical Assistance and IIJA Discretionary Match Assistance Grant Agreement, with the State of Minnesota Department of Transportation, on behalf of the city. Furthermore, designate the authorized representative of the City of Anoka to execute any amendments to the agreement, for the Trunk Highway 47 Corridor and BNSF Railroad Grade Separation Project.

**REQUIRED VOTE**

Councilmembers majority vote present at the time of the City Council Meeting.



2015 First Avenue, Anoka MN 55303  
Phone: (763) 576-2700 Website: [www.anokaminnesota.com](http://www.anokaminnesota.com)

**CITY OF ANOKA, MINNESOTA  
RESOLUTION**

**RES-2026-XX**

**RESOLUTION TRUNK HIGHWAY 47 CORRIDOR AND BNSF  
RAILROAD SEPARATION PROJECT; APPROVE AND AUTHORIZE  
THE EXECUTION OF THE 2026 FEDERAL TRANSPORTATION  
GRANTS TECHNICAL ASSISTANCE AND INFRASTRUCTURE  
INVESTMENT AND JOBS ACT (“IIJA”) DISCRETIONARY MATCH  
ASSISTANCE GRANT AGREEMENT WITH THE STATE OF  
MINNESOTA DEPARTMENT OF TRANSPORTATION**

WHEREAS, the Trunk Highway 47 (heron “TH 47”) corridor including the Burlington Northern and Santa Fe (BNSF) Railroad Crossing has been a priority for the City of Anoka and Minnesota Department of Transportation (MnDOT) for many years and has been studied in the past with the preliminary design of TH 47 by Anoka County (S.P. 0206-60) in 2006, the Railroad Separation at Hwy 47/Ferry Street Feasibility Study by Minnesota Department of Transportation in 2016, and more recently the Hwy 47 (Ferry Street) and BNSF Railway Crossing Project; and,

WHEREAS, the City of Anoka has applied to the Commissioner of Transportation for a grant from the State Program for Infrastructure Investment and Jobs Act (IIJA) Assistance for the Trunk Highway 47 Corridor and BNSF Railroad Grade Separation Project (heron “Project”); and,

WHEREAS, the Commissioner of Transportation has given notice that funding for this Project (SAP No. 103-589-004) is available and funded by the State of Minnesota Federal Transportation Grants Technical Assistance and IIJA Discretionary Match Grant Agreement (MnDOT Agreement No. 1058865); and,

AND WHEREAS, the amount of the grant has been determined to be \$30,000 by reason of the lowest responsible bid.

NOW, THEREFORE, BE IT RESOLVED, that the Anoka City Council does hereby;

Support and approve the terms and conditions of the grant consistent with Minnesota Laws 2023, Chapter 68, Article 1, Section 2, Subdivision 5(a), and will pay any additional amount by which the cost exceeds the estimate, and will return any amount appropriated for the project but not required. The Mayor and City Manager are authorized to execute said grant agreement (MnDOT Agreement No. 1058865). Furthermore, designates Ben Nelson, Assistant City Engineer, or his successors in office, as the authorized representative and directs the representative to approve

any amendments thereto with the Commissioner of Transportation concerning the above-referenced grant on behalf of the City of Anoka.

Adopted by the Anoka City Council this the 2<sup>nd</sup> day of February, 2026.

ATTEST:

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Amy T. Oehlers, City Clerk

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Erik Skogquist, Mayor

# **ATTACHMENT 1**

**Selection Letter**

**Date: January 16, 2026**

**(Includes 2 pages)**

January 16, 2026

Greg Lee  
D5 Anoka City Engineer  
2015 1st Avenue North  
City Hall  
Anoka, MN 55303

In reference to:  
Infrastructure Investment and Jobs Act (IIJA) Technical Assistance Grant  
SAP 103-589-004

Dear Mr. Lee,

Thank you for submitting an application for state funding for IIJA technical assistance. Your application has been approved for up to \$30,000.00 in state funds. Note that these funds will require a grant agreement and eligible costs will be paid on a reimbursable basis only after the grant agreement has been executed. The State Aid Project number for this grant will be 103-589-004. Please also note that per the enabling legislation, only one grant may be awarded to each local agency in each calendar year. For the purposes of this restriction, the “award date” of the grant will be considered the date that the grant agreement is fully executed.

The process to access state funds is detailed in the [IIJA technical assistance information sheet](#). Your immediate next step is to work with your District State Aid Engineer to execute a “state funded professional/technical force account agreement” to document the amount of IIJA technical assistance requested and the consultant scope, schedule, and budget. The force account agreement should include the one-page form from the State Aid Agreements [website \(https://www.dot.state.mn.us/stateaid/agreements-info.html\)](https://www.dot.state.mn.us/stateaid/agreements-info.html) and the consultant scope, schedule, and budget as an attachment. This must be complete before a funding letter can be issued. When the force account agreement is signed by the DSAE and grantee, the DSAE will send a request to me to issue a funding letter. The funding letter will include further instructions on assembling the draft grant agreement.

**Important: only eligible consultant costs incurred after the date of the funding letter will ultimately be eligible for reimbursement, though payment cannot be made until a grant agreement is executed.**

Please note that this funding is intended primarily for hiring consultants to develop federal IIJA discretionary grant applications. See [IIJA – State Aid – MnDOT](#) for a list of potential discretionary grant opportunities. Note however that this may not be a comprehensive list.

Some work types that are not eligible for this state funded technical assistance include:

- General planning studies and preliminary engineering for one or more corridors that may or may not result in applications for IIJA transportation related discretionary grant applications
- Applications to an MPO or ATP for Transportation Alternatives, Surface Transportation Block Grant, or other federal funds that are distributed through the MPO or ATP
- Applications that are submitted directly to US Senators or House of Representative seeking Congressionally Directed Spending (CDP)
- Applications for state programs such as Local Road Improvement Program, Safe Routes to School, Active Transportation, Local Partnership Program, Corridors of Commerce, State Park Road Account, etc.

Sincerely,

Marc Briese  
State Aid Programs Manager

copy: Ben Nelson, City of Anoka, Assistant City Engineer  
Dan Erickson, Metro District State Aid Engineer  
Luke Lortie, Metro District State Aid Programs Engineer  
Brandon Anderson, Metro District Assistant State Aid Programs Engineer  
Elisa Bottos, State Aid Project Delivery Engineer  
Olga Kruglova, State Aid Programs

# **ATTACHMENT 2**

**Funding Letter**

**Date: January 26, 2026**

**(Includes 2 pages)**

January 26, 2026

Greg Lee  
D5 Anoka City Engineer  
2015 1st Avenue North  
City Hall  
Anoka, MN 55303

In reference to:  
Infrastructure Investment and Jobs Act (IIJA) Technical Assistance Grant  
State Aid Accounting System Account No. 413 (2023 IIJA Technical Assistance General Funds)  
MnDOT Grant Agreement No. 1062349  
SAP 103-589-004

Dear Mr. Lee,

You are now authorized to advance the status of this project. This project is eligible for consultant costs associated with technical assistance provided by a consultant to identify and apply for federal transportation-related discretionary grant opportunities for your agency as documented in the “state funded professional/technical force account agreement” dated 1/26/2026. **Note that only costs incurred after the date of this funding letter are eligible for reimbursement, and a grant agreement must be executed before any payment can be made.**

This project funding requires the execution of a grant agreement between MnDOT and the city before payment of IIJA technical assistance funds can be made, though, expenses incurred after the funding letter has been issued will ultimately be eligible for reimbursement.

The MnDOT agreement number is 1062349 and should be included in the upper right corner of the IIJA technical assistance grant agreement. Please submit a draft agreement to Olga Kruglova ([olga.kruglova@state.mn.us](mailto:olga.kruglova@state.mn.us)) from my office for review prior to obtaining local agency signatures. Then submit a pdf of the grant agreement with local agency signatures to Ms. Kruglova for approval and final execution. The templates for the 2023 IIJA technical assistance general fund grant agreement and resolution can be found here: [IIJA State – State Aid – MnDOT](#). As you are working with your consultant and after execution of the grant agreement, you will need to work with the District State Aid Engineer on submitting state aid pay requests for this work.

Project Estimate

<b>2023 IIJA Technical Assistance Funds (SAAS Acct 413) – Engineering</b>	\$	30,000.00
Local City Funds	\$	67,000.00
<b>Total</b>	\$	<b>97,000.00</b>

Please also note that per the enabling legislation, only one grant may be awarded to each local agency in each calendar year. For the purposes of this restriction, the “award date” of the grant will be considered the date that the grant agreement is fully executed.

Sincerely,

Marc Briese  
State Aid Programs Manager

copy: Ben Nelson, City of Anoka, Assistant City Engineer  
Dan Erickson, Metro District State Aid Engineer  
Luke Lortie, Metro District State Aid Programs Engineer  
Brandon Anderson, Metro District Assistant State Aid Programs Engineer  
Olga Kruglova, State Aid Programs

# **ATTACHMENT 3**

**Force Account Agreement**

**Date: January 26, 2026**

**(Includes 6 pages)**



Grant

S.P./S.A.P. 103-589-002 CSAH/MSAS No. n/a CR/MUN/Town Rd No n/a Trunk Highway TH 47

County/Municipality City of Anoka Type of State Funds State IIJA Technical Assistance

LOCATION: Trunk Highway 47 from Pleasant St (CSAH 30) to Bunker Lake Blvd (CSAH 116)

Type of Work: State funded professional / technical services grant for planning study for the purpose & need, environmental analysis, preliminary engineering, and public engagement

The above noted County/Municipality (hereinafter the agency) hereby requests authority for professional / technical assistance of the above referenced project. The agency agrees:

- (A) Professional / technical costs associated the project, as described in the selection letter, will be eligible for reimbursement of state funds.
- (B) The agency requests release of state funds in the amount of \$30,000.00 for professional / technical services associated with the project, as described in the selection letter.

Force account work is eligible for state funding as of the date when the funding letter was issued. No reimbursement will be made until a grant agreement is executed. The agency further requests that payment of state funds be made in accordance with the current Rules for State Aid Operations, Chapter 8820.




---

City Engineer

**MINNESOTA DEPARTMENT OF TRANSPORTATION**

**APPROVED:**

**Lucas Lortie** Digitally signed by Lucas Lortie  
Date: 2026.01.26 11:03:54 -06'00'

\_\_\_\_\_  
Date                      **District State Aid Engineer**

**Use this form for Approval of State Aid's State Funded Professional / Technical Services Grants**



**BOLTON  
& MENK**

Real People. Real Solutions.

111 Washington Avenue S  
Suite 650  
Minneapolis, MN 55401

Ph: (612) 416-0220  
Fax: (612) 416-0222  
Bolton-Menk.com

11/13/25

Ben Nelson  
Anoka Assistant City Engineer  
*Sent via Email*

**RE: Proposal: 2026 Funding Support for the Highway 47 Corridor & BNSF Railroad Grade Separation Project**

Dear Mr. Nelson:

We are pleased to submit the following proposal to the City of Anoka as part of its ongoing funding efforts for the Highway 47 Railroad Crossing and Corridor Project. This proposal highlights all recommended state and federal funding pursuits for 2026. To date, our team has worked together to secure approximately \$41.8 million toward a project total estimate of \$90 million. Funding in hand has been secured from two Metropolitan Council Regional Solicitation Awards, an FRA Railroad Crossing Elimination award, and MnDOT IIJA Technical and Local Match Assistance.

### 2025 Local Road Improvement Program (LRIP)

The Local Road Improvement Program (LRIP) was established by the Minnesota legislature in 2002 and is defined in Minnesota Statute 174.52. This funding program intends to provide county and municipal entities with financial aid to repair existing transportation infrastructure within their communities. The LRIP provides funding for capital construction costs outside of Trunk Highway right-of-way only – it is not for engineering, right of way, or other non-construction-related costs. We will request the maximum \$1.5 million award, which does not have any match requirement. LRIP dollars can be used toward local match requirements associated with federal awards.

### 2026 Better Utilizing Investments to Leverage Development (BUILD)

The USDOT BUILD program is estimated to make \$1.5 billion available in FY26 for a wide variety of surface transportation infrastructure projects, helping communities, both large and small, fix and modernize their infrastructure. The BUILD program is a discretionary funding program that accepts applications as directed by the Infrastructure Investment and Jobs Act (IIJA). Competitive BUILD grant applications will result in a project that has a significant local or regional impact. Awards will support projects that improve safety, environmental sustainability, quality of life, mobility and connectivity, economic competitiveness, state of good repair, partnership, and innovation consistent with the Department of Transportation's (DOT's) strategic goals. The program solicitation is supposed to open before November 30, 2025, with an anticipated due date in late January or February 2026. We anticipate requesting the maximum

\$25 million award, requiring a 20% local match, and making the funds eligible for use on final design, right-of-way, and construction.

## Consolidated Rail Infrastructure and Safety Improvements (CRISI)

The FRA CRISI Program is expected to make \$1 billion available in FY26 for freight and intercity passenger rail projects that improve transportation safety, efficiency, and reliability of intercity passenger and freight rail (49 U.S.C. 22907). The program solicitation is supposed to open in late 2025 or early 2026. We anticipate requesting a minimum of \$25 million, which will require a 20% local match, making the funds eligible for use on final design, right-of-way, and construction.

## Railroad Crossing Elimination (RCE) Program

The Railroad Crossing Elimination (RCE) Program is expected to make at least \$600 million available in FY26 for highway-rail or pathway-rail grade crossing improvement projects that focus on improving the safety and mobility of people and goods. The program solicitation is supposed to open in late 2025 or early 2026. We anticipate requesting a minimum of \$25 million, which will require a 20% local match, making the funds eligible for use on final design, right-of-way, and construction.

## DNR Local Trails Connection Program

Opening in December 2025, the Local Trails Connection Program (LTC) makes grants available for the development and construction of trail facilities that connect where people live to significant public resources. The program will make up to \$250k available per project and is scheduled for expenditure in FY27. Note that a 20% match is required. The DNR utilizes a mix of federal and state funds to fund their programs. Any state dollars secured can be used toward the local match requirements associated with any federal awards.

## FY27 Federal Earmark

Also referred to as Community Project Funding or Congressionally Directed Spending, these requests are made directly to federal representatives for appropriation in FY27. These federal funds require a 20% match are dependent on legislative action; making them less reliable than other grant programs. However, these funds can be used across project elements much more flexibly than other grant funds. Applications will be submitted in spring 2026 with appropriation following early in 2027. We would only anticipate requesting a FY27 federal earmark if the current FY26 request backed by Congresswoman Kelly Morrison is not passed.

## MnDEED Transportation Economic Development Infrastructure (TEDI) Program

The TEDI Grant Program typically only has a few million available statewide. The program requires no matching funds and makes funds exclusively expendable on non-trunk highway projects. To be competitive for TEDI funding an applicant must be able to demonstrate job creation as result of project implementation, which includes extensive engagement with local businesses. The next solicitation will likely take place in summer 2026. The amount we request

will be dependent on the total amount available in the upcoming solicitation. Typically awards range from a few hundred thousand up to \$1 million. These are state dollars that can be used toward local match requirements associated with federal awards.

## MnDOT Local Partnership Program (LPP)

Available through the MnDOT Metro District, the Local Partnership program helps fund projects in the seven-county metro area that deliver benefits to both the local community and the trunk highway system. This annual program is anticipated in Spring 2026 for funding scheduled in FY28. The LPP program makes up to \$1M available to a project, requires no matching, and is only expendable on construction costs. These are state dollars that can be used toward local match requirements associated with federal awards.

## Resubmission of MNHFP or TED Application

It is highly anticipated that one of the 2025 submissions to the MNHFP or TED programs will be successful, meaning that one will likely not. This is speculative at this point, but we are preserving budget in this proposal to plan for resubmitting one of the requests.

## Scope of Work

All application packages will be built on previous applications submitted to state and federal sources to date. Our team will provide the following application support:

- Coordination meetings as needed
- Reviewing and providing strategy on eligible and competitive project elements
- Contacting program administrators
- Drafting a competitive narrative that addresses each program's criteria
- Capturing updates to the project cost estimate
- Updating attachments and graphics
- Submitting the complete application packages
- Coordinating the resolutions and new letters of support

## Programs Not Included

The following are programs that were previously vetted but not included for the reasons provided below. We will continue to monitor these programs and amend this contract if changes make any programs a viable pursuit for this project.

- FY 2024-2025 Federal-State Partnership of Intercity Passenger Rail Program (FSP-National) – most awards are received by Amtrak or MPOs and DOTs making improvements along railways that have high-frequency passenger rail. In coordination with the BNSF grants team, it was confirmed that this line does not have the existing or planned future passenger rail data to support a competitive application.
- Nationally Significant Freight and Highway Projects (INFRA) – this program needs to be refunded in the federal reauthorization bill. It is anticipated to be refunded with the first solicitation opening in 2027.

- DOT Safe Roads and Streets for All (SS4A) – this program has a prerequisite of a completed and approved safety action plan which the City of Anoka does not have.
- Metro Sales Tax Active Transportation Funds – The Metropolitan Council is planning to make these funds available to projects that do not already have federal funding allocated to them. Program details and timing is still in the works.
- FY27 Minnesota State Bonding Bill – the City of Anoka to date has been prioritizing a state earmark request for the dam project. While tracking progress for success of securing current state requests for that project, we can continue to talk about when a good time is to begin requests for Highway 47.

## Schedule

Proposed services are anticipated to be completed by the end of the 2026 calendar year.

Estimated timelines for identified program solicitations are as follows:

- LRIP Program: opened in September and is due December 12, 2025
- BUILD Program: Solicitation to open by November 30, 2025, and estimated due date in January or February 2026
- CRISI and RCE Programs: anticipated that a solicitation will open in late 2025 or early 2026
- DNR Local Trails Connection Program: anticipated to open by early January and due in March 2026
- FY27 Federal Earmark – anticipated to be solicited in Spring 2026
- TEDI and TED Program – will open in Summer and be due in early Fall 2026
- LPP Program – will open in Summer and be due in early Fall 2026
- MNHFP Program – will open in late Summer and be due in October 2026

## Estimate of Fees

Task	Estimated Fees
Task 1: Grant Management & Coordination	\$2,500
Task 2: LRIP Grant	\$5,000
Task 3: BUILD Grant	\$25,000
Task 4: CRISI Grant	\$20,000
Task 5: RCE Grant	\$18,000
Task 6: DNR Local Trails Connection Program	\$5,000
Task 7: FY26 Federal Earmark	\$1,500
Task 8: TEDI	\$8,000
Task 9: LPP	\$4,000
Task 10: Resubmission of either MNHFP or TED Application	\$8,000
<b>Total</b>	<b>\$97,000*</b>

Bolton & Menk, Inc. proposes completing the previously described scope of work for an **estimated fee of up to \$97,000**. We will only use the budget for program pursuits that receive team and city staff approval, approaching anticipated program solicitations.

\*We will also assist the city in securing a 2026 MnDOT IJA Technical Assistance award, which can be utilized to supplement up to \$30,000 of the budget for efforts related to a federal-level grant request. We are excited to continue helping the City of Anoka secure funding. If you have any questions regarding the information outlined above, please do not hesitate to contact me.

Sincerely,

**Bolton & Menk, Inc.**



**Ashley Hudson, AICP**

Principal Transportation Funding Practice Lead

Cc: Eric Johnson, Principal Transportation Division Leader, and Bob Rogers, Senior Associate, Transportation Environmental Practice Leader

We hereby accept this proposal and authorize Bolton & Menk, Inc. to proceed with this work.

Accepted by:  \_\_\_\_\_

Date: 12-30-2025

Printed Name: Ben Nelson

# **ATTACHMENT 4**

**Encumbrance Letter**

**Date: January 27, 2026**

**(Includes 1 page)**

January 27, 2026

Greg Lee  
Anoka City Engineer

Re: SAP 103-589-004 Encumbrance Letter

Based on the awarded bid for the project listed above funding has been approved as follows:

<b>2023 IIJA Technical Assistance Funds (SAAS Acct 413) - Engineering</b>	<b>\$</b>	<b>30,000.00</b>
Local City Funds	\$	67,000.00
<b>Total</b>	<b>\$</b>	<b>97,000.00</b>

The Infrastructure Investment and Jobs Act (IIJA) Technical Assistance Grant agreement needs to be prepared with a resolution inserted. The resolution must state the amount of the grant, the project number as listed above and agree to pay any costs in excess of this grant.

Your MnDOT Agreement Number, provided in the initial funding letter, should be referenced in the upper right-hand corner of this grant agreement. Prior to obtaining local agency signatures, submit a MS Word version of the draft grant agreement for review to Olga Kruglova ([olga.kruglova@state.mn.us](mailto:olga.kruglova@state.mn.us)). After Ms. Kruglova has approved the agreement as to form, obtain local agency signatures and submit a pdf of the signed grant agreement to Ms. Kruglova, with a copy to Marc Brieese ([marc.brieese@state.mn.us](mailto:marc.brieese@state.mn.us)).

The template for the agreement and a sample resolution can be found on the State Aid website under Programs/State funded programs for IIJA discretionary grant assistance.  
<http://www.dot.state.mn.us/stateaid/ijja-state.html>.

The IIJA technical assistance funds requires the execution of a grant agreement between MnDOT and the county/city before payment of IIJA technical assistance funds can be made, though, expenses incurred after the funding letter has been issued will ultimately be eligible for reimbursement.

Sincerely,

Mohamed Farah  
State Aid Finance

cc: DSAE  
Marc Brieese, State Aid Programs Manager

# **ATTACHMENT 5**

**Federal Transportation Grants Technical  
Assistance and IIJA Discretionary Match  
Assistance Grant Agreement**

**(Includes 16 pages)**

**STATE OF MINNESOTA  
FEDERAL TRANSPORTATION GRANTS TECHNICAL ASSISTANCE  
AND IIJA DISCRETIONARY MATCH  
GRANT AGREEMENT**

This Grant Agreement (the “Agreement”) is between the State of Minnesota, acting through its Commissioner of Transportation ("State"), and ("Grantee"):

Public Entity (Grantee) name, address and contact person:

City of Anoka  
2015 First Avenue North  
Anoka, MN 55303  
Contact: Ben Nelson, Assistant City Engineer (or successor)

## **RECITALS**

---

1. General Funds were appropriated to provide grants for technical assistance to a requesting local unit of government that seeks to submit an application for a federal discretionary grant for a transportation-related purpose in Minnesota Laws 2023, Chapter 68, Article 1, Section 2, Subdivision 5(a).
2. General Funds were appropriated to make state funded grants to a federal grant recipient in Minnesota Laws 2023, Chapter 68, Article 1, Section 2, Subdivision 5(a).
3. Grantee has been awarded Federal Transportation Grants Technical Assistance or IIJA Discretionary Grant Match funds in session law as noted above.
4. Grantee represents that it is duly qualified and agrees to perform all services described in this Agreement to the satisfaction of State. Pursuant to [Minn. Stat. § 16B.98](#), Subd. 1, Grantee agrees that administrative costs must be necessary and reasonable as a condition of this Agreement.

## **AGREEMENT TERMS**

---

### **1 Term of Agreement, Survival of Terms, and Incorporation of Exhibits**

- 1.1 **Effective Date.** This agreement will be effective on the date the State obtains all required signatures under [Minn. Stat. § 16B.98](#), Subd. 5. As required by [Minn. Stat. § 16B.98](#) Subd. 7, no payments will be made to Grantee until this agreement is fully executed. Grantee must not begin work under this agreement until this agreement is fully executed and Grantee has been notified by the State’s Authorized Representative to begin the work.
- 1.2 **Expiration Date.** This agreement will expire on **December 31, 2028**, or when all obligations have been satisfactorily fulfilled, whichever occurs first.
- 1.3 **Survival of Terms.** All clauses which impose obligations continuing in their nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this agreement, including, without limitation, the following clauses: 8. Liability; 9. State Audits; 10. Government Data Practices; 11. Workers Compensation; 12. Governing Law, Jurisdiction, and Venue; and 14. Data Disclosure.
- 1.4 **Exhibits.** Exhibit A: Sources and Uses of Funds Schedule; Exhibit B: Grant Application; and Exhibit C: Grantee Resolution Approving Grant Agreement are attached and incorporated into this agreement.

### **2 Grantee’s Duties**

- 2.1 Grantee will conduct activities in accordance with its grant application, or in the case of legislatively selected projects, in accordance with the enabling session law. Collectively, activities set forth in the grant project application and/or the enabling session law will be referred to as the “Project”. See Exhibit B.
- 2.2 Grantee will comply with all required grants management policies and procedures set forth through [Minn. Stat. § 16B.97](#), Subd. 4 (a) (1).
- 2.3 **Asset Monitoring.** If Grantee uses funds obtained by this agreement to acquire a capital asset, the Grantee is required to use that asset for a public purpose for the normal useful life of the asset. Grantee may not sell or change the purpose of use for the capital asset(s) obtained with grant funds under this agreement without the prior written consent of the State and an agreement executed and approved by the same parties who executed and approved this agreement, or their successors in office.

### 3 Time

3.1 Grantee must comply with all the time requirements described in this Agreement. In the performance of this grant Agreement, time is of the essence.

### 4 Consideration and Payment

4.1 **Consideration.** State will pay for all services performed by Grantee under this Agreement as follows:

4.1.1 **Compensation.** Grantee will be reimbursed for actual, incurred costs that are eligible under Minn. Stat. § 174.38. Grantee shall use this grant solely to reimburse itself for expenditures it has already made to pay for the costs of one or more of the activities listed under section 2.1.

4.1.2 **Sources and Uses of Funds.** Grantee represents to State that the Sources and Uses of Funds Schedule attached as Exhibit A accurately shows the total cost of the Project and all of the funds that are available for the completion of the Project. Grantee agrees that it will pay for any costs that are ineligible for reimbursement and for any amount by which the costs exceed State's total obligation in section 4.1.3. Grantee will return to State any amount appropriated but not required.

4.1.3 **Total Obligation.** The total obligation of State for all compensation and reimbursements to Grantee under this Agreement will not exceed **\$30,000.00**.

#### 4.2 Payment

4.2.1 **Invoices.** Grantee will submit state aid pay requests for reimbursements requested under this Agreement. State will promptly pay Grantee after Grantee presents an itemized invoice for the services actually performed and State's Authorized Representative accepts the invoiced services.

4.2.2 **All Invoices Subject to Audit.** All invoices are subject to audit, at State's discretion.

4.2.3 **State's Payment Requirements.** State will promptly pay all valid obligations under this Agreement as required by Minn. Stat. § 16A.124. State will make undisputed payments no later than thirty (30) days after receiving Grantee's invoices and progress reports for services performed. If an invoice is incorrect, defective or otherwise improper, State will notify Grantee within ten (10) days of discovering the error. After State receives the corrected invoice, State will pay Grantee within thirty (30) days of receipt of such invoice.

4.2.4 **Grant Monitoring Visit and Financial Reconciliation.** During the period of performance, State will make at least annual monitoring visits and conduct annual financial reconciliations of Grantee's expenditures.

4.2.4.1 State's Authorized Representative will notify Grantee's Authorized Representative where and when any monitoring visit and financial reconciliation will take place, which State employees and/or contractors will participate, and which Grantee staff members should be present. Grantee will be provided with at least seven (7) calendar days of notice prior to any monitoring visit or financial reconciliation.

4.2.4.2 Following a monitoring visit or financial reconciliation, Grantee will take timely and appropriate action on all deficiencies identified by State.

4.2.4.3 At least one monitoring visit and one financial reconciliation must be completed prior to final payment being made to Grantee.

4.2.5 **Unexpended Funds.** Grantee must promptly return to State at grant closeout any unexpended funds that have not been accounted for in a financial report submitted to State.

4.2.6 **Closeout.** State will determine, at its sole discretion, whether a closeout audit is required prior to final payment approval. If a closeout audit is required, final payment will be held until the audit has been completed. Monitoring of any capital assets acquired with grant funds will continue following grant closeout.

4.3 **Contracting and Bidding Requirements.** If Grantee is a municipality as defined by Minn. Stat. § 471.345, Subd. 1, then Grantee shall comply with the requirements of Minn. Stat. § 471.345 for all procurement under this Agreement.

### 5 Conditions of Payment

All services provided by Grantee under this Agreement must be performed to State's satisfaction, as determined at the sole discretion of State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. Grantee will not receive payment for work found by State to be unsatisfactory or performed in violation of federal, state, or local law.

## 6 Authorized Representatives

### 6.1 State's Authorized Representative is:

Marc Briese,  
Programs Manager,  
MnDOT State Aid Office  
395 John Ireland Boulevard, MS 500  
St. Paul, MN 55155  
Office: 651-366-3802  
marc.briese@state.mn.us

or his/her successor. State's Authorized Representative has the responsibility to monitor Grantee's performance and the authority to accept the services provided under this agreement. If the services are satisfactory, State's Authorized Representative will certify acceptance on each invoice submitted for payment.

### 6.2 Grantee's Authorized Representative is:

Ben Nelson,  
Assistant City Engineer,  
City of Anoka  
2015 First Avenue North  
Anoka, MN 55303  
Office: 763-576-2785  
bnelson@ci.anoka.mn.us

If Grantee's Authorized Representative changes at any time during this Agreement, Grantee will immediately notify State.

## 7 Assignment Amendments, Waiver, and Grant Agreement Complete

- 7.1 **Assignment.** Grantee may neither assign nor transfer any rights or obligations under this Agreement without the prior written consent of State and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this Agreement, or their successors in office.
- 7.2 **Amendments.** Any amendments to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original agreement, or their successors in office.
- 7.3 **Waiver.** If State fails to enforce any provision of this Agreement, that failure does not waive the provision or State's right to subsequently enforce it.
- 7.4 **Grant Agreement Complete.** This Agreement contains all negotiations and agreements between State and Grantee. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.
- 7.5 **Electronic Records and Signatures.** The parties agree to contract by electronic means. This includes using electronic signatures and converting original documents to electronic records.
- 7.6 **Certification.** By signing this Agreement, Grantee certifies that it is not suspended or debarred from receiving federal or state awards.

## 8 Liability

Grantee and State agree that each will be responsible for its own acts and the results thereof to the extent authorized by law, and neither shall be responsible for the acts of the other party and the results thereof. The liability of State is governed by the provisions of Minn. Stat. § 3.736. If Grantee is a "municipality" as that term is used in Minn. Stat. Chapter 466, then the liability of Grantee is governed by the provisions of Chapter 466. Grantee's liability hereunder shall not be limited to the extent of insurance carried by or provided by Grantee, or subject to any exclusion from coverage in any insurance policy.

## 9 State Audits

Under Minn. Stat. § 16B.98, Subd.8, the Grantee's books, records, documents, and accounting procedures and practices of Grantee, or other party relevant to this Agreement or transaction, are subject to examination by State and/or the State Auditor or Legislative Auditor, the Attorney General, as appropriate, for a minimum of six (6) years from the end of this Agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later. Grantee will take timely and appropriate action on all deficiencies identified by an audit.

#### 10 Government Data Practices

Grantee and State must comply with the Minnesota Government Data Practices Act, [Minn. Stat. Ch. 13](#), as it applies to all data provided by State under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by Grantee under this agreement. The civil remedies of [Minn. Stat. § 13.08](#) apply to the release of the data referred to in this clause by either Grantee or State.

#### 11 Workers' Compensation

Grantee certifies that it is in compliance with [Minn. Stat. § 176.181](#), Subd. 2, pertaining to workers' compensation insurance coverage. Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way State's obligation or responsibility.

#### 12 Governing Law, Jurisdiction, and Venue

Minnesota law, without regard to its choice-of-law provisions, governs this Agreement. Venue for all legal proceedings out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

#### 13 Termination; Suspension

13.1 **Termination by the State.** State may terminate this Agreement with or without cause, upon thirty (30) days' written notice to Grantee. Upon termination, Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed. If funding is canceled, withdrawn, or terminated, State may suspend its performance until funding is restored. Suspension of performance does not release State from its obligations under the agreement.

13.2 **Termination for Cause.** State may immediately terminate this grant Agreement if State finds that there has been a failure to comply with the provisions of this Agreement, that reasonable progress has not been made, that fraudulent or wasteful activity has occurred, that Grantee has been convicted of a criminal offense relating to a state grant agreement, or that the purposes for which the funds were granted have not been or will not be fulfilled. State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

13.3 **Termination for Insufficient Funding.** State may immediately terminate this Agreement if:

13.3.1 It does not obtain funding from the Minnesota Legislature; or

13.3.2 If funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to Grantee. State is not obligated to pay for any services that are provided after notice and effective date of termination. However, Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. State will not be assessed any penalty if the Agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. State will provide the Grantee notice of the lack of funding within a reasonable time of State's receiving that notice.

13.4 **Suspension.** State may immediately suspend this Agreement in the event of a total or partial government shutdown due to the failure to have an approved budget by the legal deadline. Work performed by Grantee during a period of suspension will be deemed unauthorized and undertaken at risk of non-payment.

#### 14 Data Disclosure

Under [Minn. Stat. § 270C.65](#), Subd. 3, and other applicable law, Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action

requiring Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

- 15 **Fund Use Prohibited.** Grantee will not utilize any funds received pursuant to this Agreement to compensate, either directly or indirectly, any contractor, corporation, partnership, or business, however organized, which is disqualified or debarred from entering into or receiving a State contract. This restriction applies regardless of whether the disqualified or debarred party acts in the capacity of a general contractor, a subcontractor, or as an equipment or material supplier. This restriction does not prevent Grantee from utilizing these funds to pay any party who might be disqualified or debarred after Grantee's contract award on this Project.
- 16 **Discrimination Prohibited by Minnesota Statutes § 181.59.** Grantee will comply with the provisions of Minn. Stat. § 181.59 which requires that every contract for or on behalf of the State of Minnesota, or any county, city, town, township, school, school district or any other district in the state, for materials, supplies or construction will contain provisions by which Contractor agrees: 1) That, in the hiring of common or skilled labor for the performance of any work under any contract, or any subcontract, no Contractor, material supplier or vendor, will, by reason of race, creed or color, discriminate against the person or persons who are citizens of the United States or resident aliens who are qualified and available to perform the work to which the employment relates; 2) That no Contractor, material supplier, or vendor, will, in any manner, discriminate against, or intimidate, or prevent the employment of any person or persons identified in clause 1 of this section, or on being hired, prevent or conspire to prevent, the person or persons from the performance of work under any contract on account of race, creed or color; 3) That a violation of this section is a misdemeanor; and 4) That this contract may be canceled or terminated by the state of Minnesota, or any county, city, town, township, school, school district or any other person authorized to grant contracts for employment, and all money due, or to become due under the contract, may be forfeited for a second or any subsequent violation of the terms or conditions of this Agreement.
- 17 **Limitation.** Under this Agreement, State is only responsible for receiving and disbursing funds. Nothing in this Agreement will be construed to make State a principal, co-principal, partner, or joint venturer with respect to the Project(s) covered herein. State may provide technical advice and assistance as requested by Grantee, however, Grantee will remain responsible for providing direction to its contractors and consultants and for administering its contracts with such entities. Grantee's consultants and contractors are not intended to be third party beneficiaries of this Agreement.

## 18 Additional Provisions

18.1 **Prevailing Wages.** Grantee agrees to comply with all of the applicable provisions contained in Minn. Stat. Chapter 177, and specifically those provisions contained in Minn. Stat. § 177.41 through 177.435 as they may be amended or replaced from time to time with respect to the Project. By agreeing to this provision, Grantee is not acknowledging or agreeing that the cited provisions apply to the Project.

18.2 **E-Verification.** Grantee agrees and acknowledges that it is aware of Minn. Stat. § 16C.075 regarding e-verification of employment of all newly hired employees to confirm that such employees are legally entitled to work in the United States, and that it will, if and when applicable, fully comply with such order.

18.3 **Telecommunications Certification.** If federal funds are included in Exhibit A, by signing this Agreement, Grantee certifies that, consistent with Section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. 115-232 (Aug. 13, 2018), Grantee does not and will not use any equipment, system, or service that uses "covered telecommunications equipment or services" (as that term is defined in Section 889 of the Act) as a substantial or essential component of any system or as critical technology as part of any system. Grantee will include this certification as a flow down clause in any contract related to this Agreement.

18.4 **Title VI/Non-discrimination Assurances.** Grantee agrees to comply with all applicable US DOT Standard Title VI/Non-Discrimination Assurances contained in DOT Order No. 1050.2A, and in particular Appendices A and E, which can be found at: [https://edocs-public.dot.state.mn.us/edocs\\_public/DMResultSet/download?docId=11149035](https://edocs-public.dot.state.mn.us/edocs_public/DMResultSet/download?docId=11149035). If federal funds are included in Exhibit A, Grantee will ensure the appendices and solicitation language within the assurances are inserted into contracts as required. State may conduct a review of the Grantee's compliance with this provision. Grantee

must cooperate with State throughout the review process by supplying all requested information and documentation to State, making Grantee staff and officials available for meetings as requested, and correcting any areas of non-compliance as determined by State.

**18.5 Use, Maintenance, Repair and Alterations.** The Grantee shall not, without the written consent of the State and the Commissioner, (i) permit or allow the use of any of the property improved with these grants funds (the “Real Property”) for any purpose other than in conjunction with or for the operation of a county highway, county state-aid highway, town road, or city street and for other uses customarily associated therewith, such as trails and utility corridors, (ii) substantially alter any of the Real Property except such alterations as may be required by laws, ordinances or regulations, or such other alterations as may improve the Real Property by increasing its value or which improve its ability to be used for the purposes set forth in section (i), (iii) take any action which would unduly impair or depreciate the value of the Real Property, (iv) abandon the Real Property, or (v) commit or permit any act to be done in or on the Real Property in violation of any law, ordinance or regulation.

If Grantee fails to maintain the Real Property in accordance with this Section, State may perform whatever acts and expend whatever funds necessary to so maintain the Real Property, and Grantee irrevocably authorizes State to enter upon the Real Property to perform such acts as may be necessary to so maintain the Real Property. Any actions taken or funds expended by State shall be at its sole discretion, and nothing contained herein shall require State to take any action or incur any expense and State shall not be responsible, or liable to Grantee or any other entity, for any such acts that are performed in good faith and not in a negligent manner. Any funds expended by State pursuant to this Section shall be due and payable on demand by State and will bear interest from the date of payment by State at a rate equal to the lesser of the maximum interest rate allowed by law or 18% per year based upon a 365-day year.

**18.6 Grant Administrator and Organizational Leadership Contact Information.** Pursuant to [Minn. Stat. § 16B.98](#), Subd. 5(d), if grantee has a website, the names and contact information for the grant administrator(s) and organization’s leadership must be clearly published.

**[The remainder of this page has intentionally been left blank.]**

**GRANTEE**

*The Grantee certifies that the appropriate person(s) have executed the grant agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.*

By: \_\_\_\_\_

Title: Mayor

Date: February 2, 2026

By: \_\_\_\_\_

Title: City Manager

Date: February 2, 2026

**DEPARTMENT OF TRANSPORTATION**

*Approval and Certifying Encumbrance as required by Minnesota Statutes § 16A.15 and 16C.05*

By: \_\_\_\_\_

State Aid Programs Manager  
(with delegated authority)

Date: \_\_\_\_\_

**DEPARTMENT OF TRANSPORTATION  
CONTRACT MANAGEMENT**

By: \_\_\_\_\_

Date: \_\_\_\_\_

**EXHIBIT A**

**SOURCES AND USES OF FUNDS SCHEDULE**

<b>SOURCES OF FUNDS</b>		<b>USES OF FUNDS</b>	
<b>Entity Supplying Funds</b>	<b>Amount</b>	<b>Expenses</b>	<b>Amount</b>
<b>State Funds:</b>		<b>Items Paid for with General Fund Grant Funds:</b>	
2023 IIJA Tech. Assist. Funds Grant, SAAS Acct 413	\$30,000.00	Engineering	\$30,000.00
Other:			
Subtotal	\$30,000.00	Subtotal	\$30,000.00
<b>Public Entity Funds:</b>		<b>Items paid for with Non-General Fund Grant Funds:</b>	
Matching Funds		Engineering	\$67,000.00
Local Match	\$67,000.00		
Other:			
Subtotal	\$67,000.00	Subtotal	\$67,000.00
<b>TOTAL FUNDS</b>	\$97,000.00	<b>TOTAL PROJECT COSTS</b>	\$97,000.00

**EXHIBIT B**

GRANT APPLICATION

Attach the grant application for the project

**From:** [noreply@formstack.com](mailto:noreply@formstack.com)  
**To:** [MN\\_DOT\\_SALTIRHELP](#); [Briese, Marc \(DOT\)](#); [Bottos, Elisa \(DOT\)](#)  
**Subject:** IJA Grants Technical Assistance Application  
**Date:** Friday, January 16, 2026 1:24:46 PM

**This message may be from an external email source.**

Do not select links or open attachments unless verified. Report all suspicious emails to Minnesota IT Services Security Operations Center.



## Formstack Submission For: **IJA Grants Technical Assistance Application**

Submitted at 01/16/26 1:24 PM

<b>Name of Agency:</b>	City of Anoka
<b>Address of Agency:</b>	2015 First Avenue North Anoka 55303
<b>Name:</b>	Ben Nelson
<b>Address:</b>	2015 First Avenue North Anoka, MN 55303
<b>Phone:</b>	17635762785
<b>Email:</b>	<a href="mailto:bnelson@ci.anoka.mn.us">bnelson@ci.anoka.mn.us</a>
<b>Project Description. Include a brief description of the project for which federal funds are being sought.:</b>	The city is pursuing final design, ROW, and construction funding to advance improvements to the TH 47 railway crossing and corridor. The city plans to re-apply for previously unsuccessful grants with the understanding the applications will be strengthened based on feedback received during the debriefing meeting with grant representatives. The city will be pursuing another RCE grant for final

	design and construction, as the FRA views this railway crossing has the highest need for improvements.
<b>Federal Discretionary Grant Program Being Pursued.:</b>	Several including Consolidated Rail Infrastructure and Safety Improvements (CRISI), Railroad Crossing Elimination (RCE) Program, and Better Utilizing Investments to Leverage Development (BUILD) funds.
<b>Name of Federal Awarding Agency:</b>	Federal Highway Administration and Federal Railroad Administration
<b>State Funds Requested for IIJA Grants Technical Assistance. \$30,000 is the max, and not more than one grant per local agency per year. Tribes are eligible for more than one grant per year.:</b>	30000
<b>Consultant, if known. If consultant has been selected, include name here. If not, write "consultant not selected yet." Note that grant agreement cannot be executed until a consultant is selected and the anticipated necessary grant amount is known.:</b>	Bolton & Menk
<b>Anticipated start date of consultant contract. Note that any consultant costs incurred before a state funded grant agreement is executed are not</b>	January 2026

**eligible for re-  
imbursement.:**

**Anticipated closing  
date of federal grant  
opportunity. Include  
actual due date of  
federal grant  
application, if  
known. If not  
known, including  
estimated date and  
“(estimated).”:**

February 2027

**Mitigate the impacts  
of climate change in  
reducing emissions  
or improving  
infrastructure  
resiliency.:**

accelerates from a full stop. This results in an average two minute delay per vehicle, with even longer delays during peak periods. A grade separated crossing would cut this to roughly 15 seconds per vehicle and reduce peak hour emissions from 17.09 kg to 6.48 kg.

**Provide benefit to  
areas of persistent  
poverty or  
historically  
disadvantaged  
communities.:**

The project is within a Regional Environmental Justice Area, designated by the Met Council for census tracts with higher than average poverty rates or populations of color. Within one mile, roughly 6,000 residents live in the area; 20.4% earn under \$35,000 annually compared to 14% countywide, 10.4% of households lack a vehicle compared to 4.4% countywide, and 12.9% of nearby residents have a disability.

**Improve safety for  
all users.:**

TH 47 is a Tier 3 Truck Corridor serving US Highway 10/169 and the Anoka Industrial Park. The combination of a busy rail crossing and a sharp S curve has resulted in 70 crashes over five years, with a crash rate three times the statewide average. Nearly half of these crashes are rear end or angle collisions caused by vehicles stopping for trains. Although several transit connections are nearby, the corridor lacks a continuous non motorized network.

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This is a customer service email.

Intellistack, 50 South Steele Street, Suite 500, Denver, CO 80209

**EXHIBIT C**

**GRANTEE RESOLUTION APPROVING GRANT AGREEMENT**



2015 First Avenue, Anoka MN 55303  
Phone: (763) 576-2700 Website: [www.anokaminnesota.com](http://www.anokaminnesota.com)

**CITY OF ANOKA, MINNESOTA  
RESOLUTION**

**RES-2026-XX**

**RESOLUTION TRUNK HIGHWAY 47 CORRIDOR AND BNSF  
RAILROAD SEPARATION PROJECT;  
APPROVE AND AUTHORIZE THE EXECUTION OF THE FEDERAL  
TRANSPORTATION GRANTS TECHNICAL ASSISTANCE AND  
INFRASTRUCTURE INVESTMENT AND JOBS ACT (“IIJA”)  
DISCRETIONARY MATCH ASSISTANCE GRANT AGREEMENT WITH  
THE STATE OF MINNESOTA DEPARTMENT OF TRANSPORTATION**

WHEREAS, the Trunk Highway 47 (TH 47) corridor including the BNSF Railroad Crossing has been a priority for the City of Anoka and Minnesota Department of Transportation (MnDOT) for many years and has been studied in the past with the preliminary design of TH 47 by Anoka County (S.P. 0206-60) in 2006, the Railroad Separation at Hwy 47/Ferry Street Feasibility Study by Minnesota Department of Transportation in 2016, and more recently the Hwy 47 (Ferry Street) and BNSF Railway Crossing Project; and,

WHEREAS, the City of Anoka has applied to the Commissioner of Transportation for a grant from the State Program for Infrastructure Investment and Jobs Act (“IIJA”) Assistance for the Trunk Highway 47 Corridor and BNSF Railroad Grade Separation Project (heron “Project”); and,

WHEREAS, the Commissioner of Transportation has given notice that funding for this Project (SAP No. 103-589-004) is available and funded by the State of Minnesota Federal Transportation Grants Technical Assistance and IIJA Discretionary Match Grant Agreement (MnDOT Agreement No. 1058865); and,

AND WHEREAS, the amount of the grant has been determined to be \$30,000 by reason of the lowest responsible bid.

NOW, THEREFORE, BE IT RESOLVED, that the Anoka City Council does hereby, support and approve the terms and conditions of the grant consistent with Minnesota Laws 2023, Chapter 68, Article 1, Section 2, Subdivision 5(a), and will pay any additional amount by which the cost exceeds the estimate, and will return any amount appropriated for the project but not required. The Mayor and City Manager are authorized to execute said grant agreement (MnDOT Agreement No. 1058865). Furthermore, designates Ben Nelson, Assistant City Engineer, or his successors in office, as the authorized representative and directs the representative to approve any amendments thereto with the Commissioner of Transportation concerning the above-referenced grant on behalf of the City of Anoka.

Adopted by the Anoka City Council this the 2<sup>nd</sup> day of February, 2026.

ATTEST:

\_\_\_\_\_  
Amy T. Oehlers, City Clerk

\_\_\_\_\_  
Erik Skogquist, Mayor

# COUNCIL MEMO

**Meeting Date:** February 2, 2026  
**Agenda Section:** Ordinances & Resolutions  
**Item Description:** RES/Trunk Highway 47 and BNSF Railroad Grade Separation Project; Supporting Pursuit of FY 2026 Better Utilizing Investments to Leverage Development (“BUILD”) Grant Program Funding  
**Submitted By:** Ben Nelson, Assistant City Engineer

---

## BACKGROUND INFORMATION

The Better Utilizing Investments to Leverage Development (“BUILD”) Grant Program for fiscal year (FY) 2026 helps communities around the country carry out projects with significant local or regional impact. This program provides project sponsors the opportunity to obtain funding and it supports projects that often struggle to find funding elsewhere.

The BUILD funds are targeted toward surface transportation projects that will have a significant local or regional impact to improve safety; quality of life; mobility and community connectivity; economic competitiveness and opportunity; and innovation. The BUILD Grant is a multimodal, merit-based, competitive basis award for planning or construction surface transportation infrastructure that may provide federal funds up to 80 percent of the project cost. The minimum 20 percent non-federal share may be comprised of local or private sector funding.

The U.S. Department of Transportation (DOT) made \$1.5B through the Infrastructure Investments and Jobs Act (IIJA) in federal funds for FY 2026. This solicitation, urban projects must request at least \$5M and the maximum award is \$25M. Applications are due February 24, 2026, and successful applicants shall be notified in late summer to early fall 2026. DOT will not accept late applications and an applicant may submit up to three applications.

The city lead Trunk Highway 47 Corridor and BNSF Railroad Grade Separation Project is for the improvements along Trunk Highway 47 (Ferry St. and St. Francis Blvd.), extending north from U.S. Highway 10 at Pleasant Street (CSAH 30) to Bunker Lake Boulevard (CSAH 116). Please see attached *Project Fact Sheet*.

An excellent candidate for these BUILD Grant Program funds is the City’s Trunk Highway 47 Corridor and BNSF Railroad Grade Separation Project. As identified by the U.S. Department of Transportation Railroad Administration, the Burlington Northern Santa Fe (BNSF) Railroad Crossing at Highway 47 (Ferry Street) is considered one of the worst crossings in the State of



Minnesota. See attached *MN Most Dangerous Crossing* handout. The intent and desire of this grant would be to fund final design and construction. This grant would finalize the city's desire to explore a more comprehensive reconstruction of the Highway 47 corridor, beyond just solving transportation needs, focusing on maximizing safety to the traveling public while minimizing environmental impacts.

Project benefits of this corridor will reduce severe and fatal crashes, improve operational efficiencies, relieve congestion, and decrease emergency response time. Additional benefits include improving safety for pedestrians and bicyclists by providing a multi-use trail connection.

## **DISCUSSION**

**Supporting Pursuit** - As part of the application process, the local agency is required to submit a signed resolution stating that the agency is requesting funding from U.S. Department of Transportation through the RCE Grant Program and to document the funding commitments. And if awarded, the City of Anoka is committed to securing the required 20% local contribution and will be required to enter into a grant agreement to utilize these funds as part of the awarding process. These funds may be provided through other local competitive funding sources. It's worth noting that, as part of the awarding process, the city will be required to enter into an agreement that incorporates all applicable state and federal regulations associated with accepting of federal funding.

**Authorized Representatives** – It is recommended that city staff shall be appointed as the designated agent (authorized representative) to execute agreements as necessary to satisfy said funding. The authorized representative for the City of Anoka retains the authority to execute any amendment related to the project. To ensure successful project completion, it's recommended that the City Council designate Greg Lee, City Manager, and Ben Nelson, Assistant City Engineer or their successors, as the authorized representatives for the City of Anoka.



Existing BNSF at-grade crossing looking north on Hwy 47 (Ferry St)

As part of the application process the local agency is required to submit a signed resolution stating that the agency is requesting funding from the U.S. Department of Transportation through the BUILD Grant Program and to document the funding commitments.

## **FINANCIAL IMPACT**

The preliminary project cost for the project is \$90M, with \$43M in committed funding to date. The BUILD Grant could fund the final design and construction costs for the entire project. The City of Anoka is requesting \$25,000,000 through this solicitation, with a non-federal local match commitment for this grant request of \$5,000,000 contingent upon grant approval.

An important component to the local match commitment is the flexibility to utilize other funding sources, such as state bonding funds, other competitive grants, or a financial commitment from MnDOT. This approach mirrors the successful strategy used to complete the funding plan for the Anoka Highway 10 Project, which minimized the use of City of Anoka local funds. Additionally, staff intends for the city to apply for MnDOT's assistance available through the [Infrastructure Investment and Jobs Act \(IIJA\) Match Program](#), should a future legislative session provide additional funding for this program.

## **PROJECT SCHEDULE**

The proposed schedule for the Trunk Highway 47 Corridor and BNSF Railroad Grade Separation Project is the following:

<b>2025 – 2026</b>	Secure Funding
<b>2026 – 2027</b>	Purpose and Need, Public Engagement, and Environmental Documents
<b>2027 – 2028</b>	Final Design and ROW Acquisition
<b>2029 – 2031</b>	Construction of Project

## **REQUESTED COUNCIL ACTION**

It is recommended that City Council adopt the attached resolution supporting pursuit for fiscal year 2026 Better Utilizing Investments to Leverage Development (“BUILD”) Grant Program funding for the Trunk Highway 47 Corridor and BNSF Railroad Grade Separation Project.

## **REQUIRED VOTE**

Councilmembers' majority vote present at the time of the City Council meeting.



2015 First Avenue, Anoka MN 55303  
Phone: (763) 576-2700 Website: [www.anokaminnesota.com](http://www.anokaminnesota.com)

**CITY OF ANOKA, MINNESOTA  
RESOLUTION**

**RES-2026-XX**

**RESOLUTION TRUNK HIGHWAY 47 CORRIDOR AND BNSF  
RAILROAD GRADE SEPARATION PROJECT;  
SUPPORTING PURSUIT OF FY 2026 BUILDING UTILIZING  
INVESTMENTS TO LEVERAGE DEVELOPMENT (“BUILD”)  
PROGRAM GRANT FUNDING**

WHEREAS, the U.S. Department of Transportation has announced its FY 2026 Better Utilizing Investments to Leverage Development (“BUILD”) Grant Program, a \$1.5 billion discretionary funding opportunity for regionally significant capital and planning projects; and,

WHEREAS, the City of Anoka is requesting \$25,000,000 from the FY 2026 BUILD Program to complete final design, acquire necessary right-of-way, and advance construction of a transformative improvement to the Trunk Highway 47 (TH 47) corridor between U.S. Highway 10 and Bunker Lake Boulevard (CSAH 116), including the Burlington Northern Santa Fe (BNSF) Railroad Crossing; and,

WHEREAS, the TH 47 corridor, including the BNSF Railroad Crossing has been a priority for the City of Anoka and Minnesota Department of Transportation for many years and has undergone multiple studies, including the preliminary design of TH 47 by Anoka County (S.P. 0206-60) in 2006; the Railroad Separation at TH 47/Ferry Street Feasibility Study in 2016; and more recently the Hwy 47 and BNSF Railroad Crossing Study; and,

WHEREAS, more than 19,000 vehicles travel on this corridor daily, interacting with the busiest BNSF Railway carrying up to 80 trains cross TH 47 resulting in two to three hours of gate arm down time causing significant delays and queues that contribute to additional mobility and safety issues extending well beyond the crossing itself; and,

WHEREAS, the U.S. Department of Transportation’s Federal Railroad Administration and Minnesota Department of Transportation have documented the TH 47 and BNSF Railroad Crossing among the highest priority locations for improvements due to the above demands and concerns; and,

WHEREAS, TH 47 experiences safety and mobility issues far beyond the BNSF Railroad Crossing that extends within built out residential neighborhoods in which excessive public and private contribute to a crash rate three times greater than similar corridors and many side street intersections with failing operations today; and,

WHEREAS, that the City of Anoka acts as the legal sponsor for the project contained in the BUILD application to be submitted on the Trunk Highway 47 Corridor and BNSF Railroad Grade Separation Project; and,

WHEREAS, the City of Anoka has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to ensure matching funds and adequate planning resources of the proposed project and the City of Anoka has not violated any Federal, State, or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest, or other unlawful or corrupt practice; and,

WHEREAS, the sources and uses, private investors, equity, and other financing commitments represented in the attached document are accurate and the City of Anoka will comply with all applicable laws, regulations, and rules of the application while delivering the complete funding and project as proposed; and,

NOW, THEREFORE, BE IT RESOLVED, that the Anoka City Council does hereby, support and approve a FY 2026 Better Utilizing Investments to Leverage Development (“BUILD”) Grant Program request for \$25,000,000 to advance the improvements and construction of the TH 47 corridor between U.S. Highway 10 and Bunker Lake Boulevard (CSAH 116), including the at-grade BNSF Railroad Crossing. The City Council appoints Greg Lee, City Manager, and Ben Nelson, Assistant City Engineer, or their successors in office as authorizing agents to execute such agreements and furthermore, directs thereto, as are necessary to implement the successful completion of the project and secure grant funding on behalf of the applicant.

Adopted by the Anoka City Council this the 2<sup>nd</sup> day of February, 2026.

ATTEST:

\_\_\_\_\_  
Amy T. Oehlers, ACM/City Clerk

\_\_\_\_\_  
Erik Skogquist, Mayor

# HIGHWAY 47 CORRIDOR & BNSF RAILROAD GRADE SEPARATION PROJECT

The City of Anoka is currently needing to advance the Highway 47 Corridor and BNSF Railroad Grade Separation Project. Federal and state funds have been committed from project partners to begin construction in 2028.

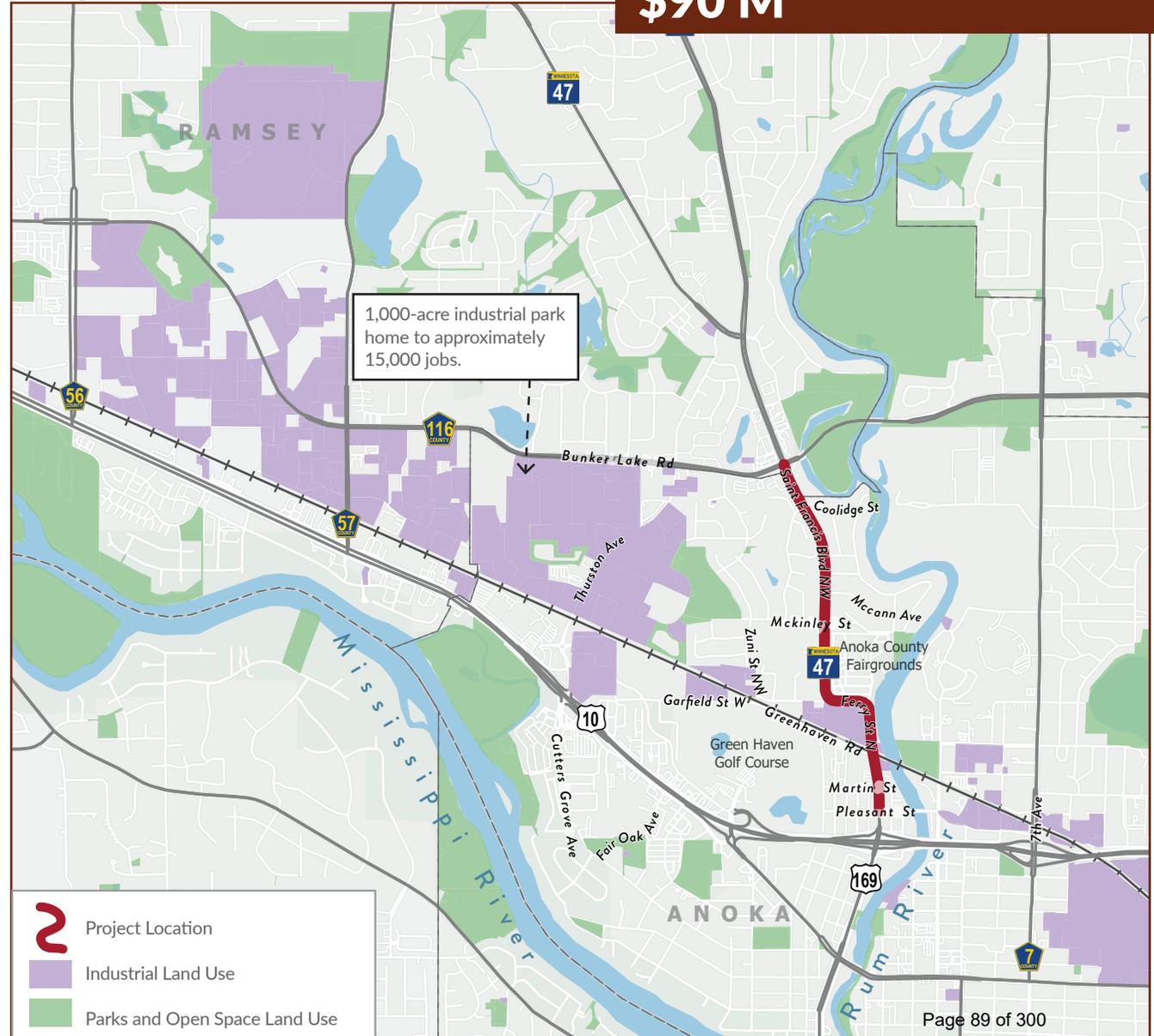
Highway 47 is a critical north-south route connecting to job centers and US Highway 10/169 in the northwest suburbs of the St. Paul/Minneapolis metropolitan area. Today, the corridor does not meet the modern safety and mobility needs.

In 2003, four young adults were tragically killed in a train collision at the BNSF railway crossing of Highway 47. This railway crossing remains a top priority for grade separation in the State of Minnesota and the Midwest. Up to 80 trains travel through at high speeds each day, resulting in 2-3 hours of gate arm down time. Freight cars are often carrying oil from the Bakken Fields in North Dakota and Montana to oil refineries and international reaching ports in the St. Paul/Minneapolis and Chicago metropolitan areas.

## Project Location

EST. TOTAL PROJECT INVESTMENT NEED

**\$90 M**



*“At the intersection we visited today, there were 17 car accidents in four years. We’re talking about 17 car accidents in just 150 feet. That’s no coincidence. This is not safe.”*

*- Minnesota Governor Tim Walz on his visit to the Highway 47 and BNSF railroad crossing.*

# ANTICIPATED PROJECT TIMELINE

Project Development  
Funds

2024

Identify  
Community Vision

2025-2026

Design /  
Right-of-Way

2026-2027

Construction

2028-2029



# PROJECT GOALS

This project will identify a community-supported vision to improve transportation safety, mobility and efficiency, while balancing the needs of a healthy natural environment and local and regional economy by addressing the following goals.

- Improve safety and mobility for all users.
- Grade separate the railway and eliminate motorist delay.
- Improve response times for emergency services.
- Improve business access and neighborhood connectivity.
- Improve non-motorized access to transit.
- Plan for transportation-efficient and neighborhood appropriate land uses.
- Identify clean up opportunities of surrounding contaminated sites.
- Reduce transportation related burdens on the Wild, Scenic and Recreational Rum River.
- Minimize impacts to the Anoka County Fairgrounds and Anoka County Park.
- Preserve and protect historic properties.



DEPARTMENT OF  
TRANSPORTATION



Anoka County  
MINNESOTA

## FAST FACTS

### DAILY TRAVEL DEMANDS

- Up to 80 trains and **5,400 rail freight loads**
- **18,300** vehicles including **400** heavy commercial
- A **Tier 3** Regional Truck Corridor (*Metropolitan Council*) serving a 1,000-acre industrial park with 15,000 jobs

### SAFETY & MOBILITY ISSUES

- In 2003 four young adults were killed at the crossing
- Crash rate of **4.47** per one million vehicle miles traveled
- Crash rate is **>3x** greater than similar corridors
- Many side street intersection operations are failing today
- Unsafe and limited pedestrian and bicycle environment

## CONTACT



Ben Nelson,  
Assistant City Engineer



763-576-2785



[bnelson@ci.anoka.mn.us](mailto:bnelson@ci.anoka.mn.us)

## Minnesota's Most Dangerous Crossing

### ADDRESSING SAFETY AT FERRY STREET

The primary need identified at this crossing is to improve safety for motorists, pedestrians, bicyclists, and trains.



Reduced visibility



Driveway entrances too close to crossing



Traffic stopped 40 to 80 times per day with backups extending to Hwy 10

Local citizens, the Federal Rail Administration, MnDOT, and BNSF Railway staff have identified the Highway 47 (Ferry Street) - BNSF Railroad crossing as the highest priority railroad project in the state for public safety.



Looking south on Highway 47 (Ferry Street)



### PRIORITIZING CRITERIA

When evaluation options to improve the crossing, the project team considered and prioritized the following criteria:

1. Improve Railroad Crossing Safety
2. Reduce Railroad Operations Disruptions
3. Minimize Filling in the Floodplain
4. Facilitate Public Discussion
5. Eliminate Motorist Delay due to Trains
6. Reduce Environmental Impacts from Contaminated Sites
7. Protect the Local Water Table
8. Minimize Park/Fairground Land Takings
9. Minimize Public/Private Access Closures
10. Reduce Construction Duration and Detours
11. Decrease Right-of-Way Takings
12. Preserve and Protect Historic Property

### STUDY RECOMMENDATION: LONG OVERPASS BRIDGE



The overpass has fewer environmental impacts and is more cost effective than an underpass.



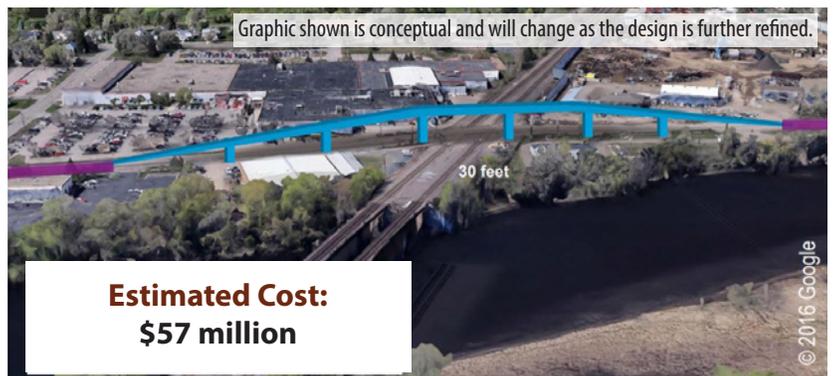
The bridge will have two travel lanes, a multi-use trail, and will be designed to allow for future expansion.



Traffic will no longer be stopped because of trains.



A long bridge has a lower estimated cost.



#### DESIGN BENEFITS

#### Crossing Safety

The design reduces motorist delay and improves safety at the crossing.

#### Railroad Operations

The project will have little effect on railway operations.

#### Water & Soils

The water table will not be disturbed. Minimizes disturbance of contaminated soils.

# COUNCIL MEMO

Agenda Item # 9.3

**Meeting Date:** February 2, 2026  
**Agenda Section:** Ordinances & Resolutions  
**Item Description:** RES/Approving Agreement Between the City of Anoka and Hoisington Koegler Group Inc. for Services Pertaining to Preparing the 2050 Comprehensive Plan Update  
**Submitted By:** Doug Borglund, Community Development Director

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## BACKGROUND INFORMATION

It's time once again to formally begin updating the City of Anoka's Comprehensive Plan. While it may feel like we just adopted the 2040 Plan, Community Development staff will be focusing on the next update in 2026. As required by Minnesota law, all cities, counties, and townships within the seven-county metropolitan region must update their comprehensive plans every ten years. This process ensures that our local plans for future development and infrastructure improvements align with the Metropolitan Council's goals for coordinated regional growth.

The kickoff to this update process is the release of Community System Statements from the Metropolitan Council, which I've attached for the City of Anoka.

## *Purpose and Value of the Local Comprehensive Plan*

Locally, the Comprehensive Plan serves as a vital tool for City officials, staff, residents, and other stakeholders. It provides:

- **Forecasts and Future Needs:** The Plan projects population, household, and employment growth over the next 20 years. These forecasts help identify necessary improvements to roads, utilities, and other infrastructure, and anticipate changes in demand for public services such as recreation programs and facilities.
- **Guidance for Development and Zoning:** It outlines areas for future development and redevelopment, offering a long-term vision to ensure zoning decisions align with community goals from a land use perspective.
- **Prioritization of Public Investments:** The Plan helps set priorities for infrastructure investments and outlines funding tools available for improvements.
- **Centralized Information Resource:** It compiles valuable data about the City—current and projected—that supports decision-making, informs external stakeholders, and strengthens applications for outside funding (e.g., grants).

## *Met Council Regional Planning Process*

The Metropolitan Council's work originates from the [Metropolitan Land Planning Act \(§473\)](#). This law guides our work to ensure **coordinated, equitable, and sustainable growth** across the seven-county region. There are several responsibilities outlined in statute that the Met Council must fulfill, including:

- Develop a Regional Development Guide for the metropolitan area.

- Adopt long-range comprehensive system plans for transportation, wastewater treatment, parks, and water resources.
- Address regional water supply needs.
- Review comprehensive plans of local governmental units.
- Provide services for and assistance with comprehensive community planning.

All incorporated cities, counties, and townships within the seven-county metropolitan region must prepare a comprehensive plan and update that plan every 10 years. The regional planning process begins after the U.S. decennial census, using updated forecasts and local plans to inform the region’s long-term vision.

Staff recommends that the City move forward with contracting Hoisington Koegler Group Inc. (HKGI) to complete the Comprehensive Plan update. HKGI is a highly regarded land-use planning firm with extensive experience in the Twin Cities metropolitan area, greater Minnesota, and throughout the Midwest. The firm has an established working relationship with the City of Anoka and brings valuable institutional knowledge from previous projects, including the 2012 Greens of Anoka Redevelopment Plan, the 2012 Anoka Station Plan, the 2024 Anoka Station Plan Update, and the Miller Building/Community Center Study.

The Comprehensive Plan is a complex, wide-ranging document that addresses numerous elements of the community’s long-term vision and development. Given the size and scope of this project, it exceeds the capacity of current Community Development staff to complete it in a timely and effective manner. Engaging HKGI will ensure the City receives a high-quality, comprehensive, and professionally guided planning process.

**FINANCIAL IMPACT**

Expenditure of \$50,000.00 in 2026 and 2027 with a \$10,000 contingency. The budget for 2026 includes \$50,000.00 for profession services for the 2050 Comprehensive Plan Update.

**REQUESTED COUNCIL ACTION**

Approve the resolution as presented approving an agreement between the City of Anoka and Hoisington Koegler Group Inc. for services pertaining to the 2050 Comprehensive Plan Update.

**REQUIRED VOTE**

Majority vote of the City Council is required.



2015 First Avenue, Anoka MN 55303  
Phone: (763) 576-2700 Website: [www.anokaminnesota.com](http://www.anokaminnesota.com)

**CITY OF ANOKA, MINNESOTA  
RESOLUTION**

**RES-2026-XXXX**

**APPROVING AGREEMENT BETWEEN THE CITY OF ANOKA AND HOISINGTON  
KOEGLER GROUP INC. FOR SERVICES PERTAINING TO THE 2050  
COMPREHENISVE PLAN UPDATE**

**WHEREAS**, the City of Anoka as required by Minnesota law, all cities, counties, and townships within the seven-county metropolitan region must update their comprehensive plans every ten years; and

**WHEREAS**, the Metropolitan Council's work originates from the Metropolitan Planning Act. This law guides our work to ensure coordinated, equitable, and sustainable growth across the seven-county region. There are several responsibilities outlined in statute that the Met Council must fulfill, including:

- Develop a Regional Development Guide for the metropolitan area.*
- Adopt long-range comprehensive system plans for transportation, wastewater treatment, parks, and water resources.*
- Address regional water supply needs.*
- Review comprehensive plans of local governmental units.*
- Provide services for and assistance with comprehensive community planning; and*

**WHEREAS**, the process is designed to ensure that local plans for future development and infrastructure improvements align with the Metropolitan Council's goals for coordinated regional growth; and

**WHEREAS**, the City of Anoka has received its 2050 Community System Statements from the Metropolitan Council; and

**WHEREAS**, the Comprehensive Plan serves as a vital tool for City officials, staff, residents, and other stakeholders. It provides:

- Forecasts and Future Needs: The Plan projects population, household, and employment growth over the next 20 years. These forecasts help identify necessary improvements to roads, utilities, and other infrastructure, and anticipate changes in demand for public services such as recreation programs and facilities.*

*-Guidance for Development and Zoning: It outlines areas for future development and redevelopment, offering a long-term vision to ensure zoning decisions align with community goals from a land use perspective.*

*-Prioritization of Public Investments: The Plan helps set priorities for infrastructure investments and outlines funding tools available for improvements.*

*-Centralized Information Resource: It compiles valuable data about the City current and projected that supports decision-making, informs external stakeholders, and strengthens applications for outside funding (e.g., grants); and*

**WHEREAS**, efforts through the proposed planning work need to build off current and past planning efforts, recent redevelopment initiatives (public and private), and the City’s vision for the future; and

**WHEREAS**, an agreement between the City and Hoisington Koegler Group Inc. to develop an update and develop the 2050 Comprehensive Plan and accomplish this objective is necessary.

**NOW, THEREFORE, BE IT RESOLVED**, the City shall enter into an agreement with Hoisington Koegler Group Inc. for specific Planning Services for the 2050 Comprehensive Plan Update.

Adopted by the Anoka City Council this the 2nd day of February, 2026.

ATTEST:

\_\_\_\_\_  
Amy T. Oehlers, City Clerk

\_\_\_\_\_  
Erik Skogquist, Mayor

January 26, 2026

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Doug Borglund, Community Development Director  
City of Anoka  
2015 First Avenue North  
Anoka, MN 55303

**RE: AN AGREEMENT BETWEEN THE CITY OF ANOKA AND HOISINGTON KOEGLER GROUP INC. FOR SERVICES PERTAINING TO 2050 COMPREHENSIVE PLAN**

Dear CLIENT:

This letter outlines a Scope of Services, Fee Schedule and other elements which together constitute an agreement between the City of Anoka hereinafter referred to as the CLIENT, and Hoisington Koezler Group Inc., hereinafter referred to as the CONSULTANT for 2050 Comprehensive Plan, hereinafter referred to as the PROJECT.

The CLIENT and CONSULTANT agree as set forth below:

### **A. BASIC SERVICES**

The CONSULTANT'S basic services for the PROJECT are as provided in Attachment A Work Program.

### **B. ADDITIONAL SERVICES**

The CONSULTANT and the CLIENT may agree in writing to amend this Contract for additional services related to the PROJECT and compensation for such services. The following services have not been requested by the CLIENT but are available upon written authorization.

1. Meetings in addition to those specified in Attachment A.
2. Services or Deliverables not specifically identified in Attachment A.

### **C. FEES FOR PROFESSIONAL SERVICES**

The CONSULTANT agrees to complete the scope of work contained in Attachment A in exchange for professional fee compensation as noted below. The CLIENT agrees to pay the CONSULTANT for PROJECT services rendered as follows:

1. For the CONSULTANT'S Basic Services described in Attachment A, a fee based on the CONSULTANT'S current hourly rate schedule (see Attachment B) not-to-exceed one hundred

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800 Washington Avenue North, Suite 207  
Minneapolis, Minnesota 55401

ten thousand dollars inclusive of expenses. This fee includes a ten thousand dollar contingency that will be used with the approval of the client project manager.

2. For the CONSULTANT'S Additional Services described in Paragraph B, a fee based on the CONSULTANT'S current hourly rate schedule plus incidental expenses or a negotiated fee.
3. Invoices will be submitted electronically (PDF form) to the CLIENT via email on a monthly basis as work is completed and shall be payable within 30 days in accordance with this Agreement.
4. The CONSULTANT reserves the right to suspend services if the CLIENT is delinquent in making payments in accordance with this Agreement.

#### **D. CLIENT'S RESPONSIBILITY**

The CLIENT shall be responsible for the following:

1. Assembly of background information including, but not limited to digital copies of all files, pertinent plans, aerial photographs, base maps, inventory data, available GIS mapping, limited to those that are reasonably available.
2. Arrangements and notification for public meetings, including, but not limited to open houses, stakeholder meetings, neighborhood meetings, and commission/board meetings.
3. Preparation of required minutes per city policy.
4. Participation in Project team and staff meetings.
5. Reproduction and distribution of Project reports as deemed necessary and not otherwise specified in Attachment A.
6. Participation in community engagement events to expand reach of those specified in Attachment A.
7. Review of draft Project reports prepared in accordance with Attachment A.
8. Coordination with consultants retained for transportation and infrastructure analysis. Delivery of DNR water supply and the local surface water management plan in a schedule consistent with the overall comprehensive plan schedule.
9. Preparation of content to be inserted into comprehensive plan chapters.

#### **E. INSURANCE**

CONSULTANT shall maintain insurance of the kind and in the amounts shown below for the life of the contract. Certificates for General Liability Insurance should state that the CLIENT, its officials, employees, agents and representatives are Additional Insureds. The CLIENT reserves the right to

review CONSULTANT’s insurance policies at any time to verify that contractual requirements have been met.

1. Commercial General Liability Insurance
  - \$2,000,000 per occurrence
  - \$3,000,000 general aggregate
  - \$300,000 damage to rented premises
  - \$15,000 medical expenses
2. Umbrella Liability
  - \$1,000,000 per occurrence
  - \$1,000,000 general aggregate
  - \$10,000 self-insured retention
3. Worker’s Compensation and Employer’s Liability
  - a. Worker’s Compensation per Minnesota Statutes
  - b. Employer’s Liability
    - \$500,000 per accident;
    - \$500,000 per employee;
    - \$500,000 per disease policy limit.
4. Professional Liability Insurance
  - \$2,000,000 per claim
  - \$4,000,000 annual aggregate

## **F. COMPLETION SCHEDULE**

The services of the CONSULTANT will begin upon CLIENT approval and will, absent of causes beyond the control of the CONSULTANT, be completed within thirty months of the date that the CLIENT issues a notice to proceed. The notice to proceed shall come from an authorized representative of the City.

## **G. SUB-CONSULTANTS**

The CONSULTANT shall not add any Sub-Consultants without written consent from the CLIENT.

## **H. NONDISCRIMINATION**

The CONSULTANT agrees not to discriminate by reason of age, race, religion, color, sex, national origin, or handicap unrelated to the duties of a position, of applicants for employment or employees as to terms of employment, promotion, demotion or transfer, recruitment, layoff or termination, compensation, selection for training, or participation in recreational and educational activities.

## **I. EQUAL OPPORTUNITY**

During the performance of this Contract, the CONSULTANT, in compliance with Executive Order 11246, as amended by Executive Order 11375 and Department of Labor regulations 41 CFR Part 60, shall not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin. The CONSULTANT shall take affirmative action to insure that applicants for employment are employed, and that employees are treated during employment, without regard to their race, color, religion, sex or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, transfer; recruitment or recruitment advertising; layoff or termination, rates of pay or other forms of compensation; and selection for training, including apprenticeship. The CONSULTANT shall post in conspicuous places available to employees and applicants for employment notices to be provided by the Government setting forth the provisions of this nondiscrimination clause. The CONSULTANT shall state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin. The CONSULTANT shall incorporate the foregoing requirements of this paragraph in all of its subcontracts for program work, and will require all of its subcontractors for such work to incorporate such requirements in all subcontracts for program work.

## **J. INDEMNIFICATION**

CLIENT and CONSULTANT agree to indemnify and hold the other harmless, and their respective officers, employees, agents, and representatives, from and against liability for all claims, losses, damages, and expenses, including reasonable attorneys fees, to the extent such claims, losses, damages or expenses are caused by the indemnifying party's negligent acts, errors, or omissions. In the event claims, losses, damages or expenses are caused by the joint or concurrent negligence of the CLIENT and CONSULTANT, they shall be borne by each party in proportion to its negligence

## **K. TERM, TERMINATION, SUCCESSORS AND/OR ASSIGNS**

1. The Term of this Agreement shall be concurrent with the work authorized and shall be in accordance with the schedule to be established between the CLIENT and the CONSULTANT.
2. Either party may terminate this Agreement by written notice to the other party at its address by certified mail at least ten (10) days prior to the date of termination.
3. Neither the CLIENT nor the CONSULTANT shall assign, sublet or transfer its interest in this Agreement without the written consent of the other.
4. The time schedule shall not apply and/or time extensions will be allowed for any circumstances beyond the control of the CONSULTANT.
5. This Agreement shall be governed by the laws of the State of Minnesota and all applicable federal laws.



- 6. Upon termination, Consultant shall be entitled to fees earned through the effective date of termination.

**L. DISPUTES**

In the event the CLIENT and CONSULTANT are unable to reach agreement under the terms of this contract, disputes shall be resolved using alternative dispute resolution (ADR).

**M. REVOCATION**

If this agreement is not signed and accepted by both parties within 90 days of the contract date, it shall become null and void.

**N. AUTHORIZATION**

IN WITNESS WHEREOF, The CLIENT and the CONSULTANT have made and executed this Agreement for Professional Services,

This \_\_\_\_\_ day of \_\_\_\_\_, 2026

**CLIENT**

City of Anoka

\_\_\_\_\_

Name

\_\_\_\_\_

Title

\_\_\_\_\_

Name

\_\_\_\_\_

Title



**CONSULTANT**

Hoisington Koegler Group Inc.

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Name

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Title

## ATTACHMENT A WORK PROGRAM

### 1. Take the Pulse

Task 1 is focused on establishing the foundation for the 2050 Comprehensive Plan. While the plan is not a complete rewrite, the community has changed since the last plan was adopted. Task 1 will focus on developing an understanding of the community's existing context, gathering input on community needs, and confirming the vision. In addition to updating base mapping and demographics, the planning process will include an audit of the 2040 Comprehensive Plan and a review of how the direction established by the Metropolitan Council in Imagine 2050 will need to be incorporated into the 2050 Comprehensive Plan. This task will include the following subtasks:

1. Conduct a kick-off meeting with Planning Staff to confirm the scope, schedule, gather background information, and begin preparations for community engagement.
2. Prepare base mapping and update demographic, housing, and economic information to create a succinct summary for the community and to update the Community Context chapter.
3. Review any studies, reports, or Comprehensive Plan amendments prepared since completion of the 2040 Comprehensive Plan.
4. Evaluate the city's system statement and checklist from the Metropolitan Council to determine what needs to be updated and what topics potentially require additional discussion with Staff, policymakers, and the community.
5. Facilitate a meeting with Key Staff (e.g. parks, engineering, public works), and engineering consultants as needed, to officially kick off the project:
  - » Discuss what worked and what didn't work with the 2040 Comprehensive Plan and introduce upcoming meetings to audit the 2040 Comprehensive Plan.
  - » Discuss issues and opportunities.
  - » Confirm background information received to date.
  - » Review and refine draft community engagement materials.
  - » Discuss approach for updates to Transportation and Water Resources chapters.
6. Conduct virtual meetings with Key Staff to audit individual chapters of the 2040 Comprehensive Plan to understand what is working, what should be modified, what barriers or obstacles prevented implementation, and what potential updates are needed to address the Metropolitan Council direction.
7. Conduct Kick Off Event with the Planning Commission, Park and Recreation Advisory Board, Economic Development Commission, Housing and Redevelopment Authority, and City Council to provide background on comprehensive planning, provide highlights about Anoka today, preview the upcoming community engagement outreach, and solicit initial input.
8. Conduct Engagement Round 1. Round 1 of the community engagement will have two primary purposes. First, we will use it to communicate the project to the community: the "what,"

“why,” and “how” of the Comprehensive Plan update. Secondly, we will use this phase to identify any needed updates to the vision and identify any community needs that should be considered. It is anticipated that this round of engagement will include the preparation of materials for posting on the project website and inclusion in City communications; preparation of an online engagement tool; attendance at community pop-up events; and the preparation of an engagement summary. This round of engagement will also include the development of a survey that can be distributed to the business community.

9. In order to ensure a broad audience is engaged, this round of community engagement will extend for at least four months to enable the consulting team and Planning Staff to participate in a range of events. While the consultant team will participate in up to 3 events, the consultant team will ensure Planning Staff will have the materials needed to attend additional events.
10. Meet with Planning Staff to review of draft community engagement summary and community context chapter, as well as to confirm additional community outreach events.
11. Prepare a quarterly update the City Council and boards and commission describing the current project status and next steps.
12. At the completion of this task, HKGi’s project manager will meet with the City’s project manager to discuss whether and how findings from the task reshape the work plan and budget.

## 2. Shape the Plan

Building on the findings from Task 1, HKGi will collaborate with Key Staff to identify key directions for each chapter of the Comprehensive Plan. This will include recommended refinements to existing goals and policies, as well as the development of new goals and policies for the Metropolitan Council’s new requirements regarding climate and natural systems. Task 2 will also focus on exploring key land use changes and potential impacts of those changes on infrastructure. Community Engagement Round 2 will focus on an open house and seeking input with targeted stakeholders on areas of change and areas of topical expertise. This task will include the following subtasks:

1. Collaborate with Key Staff, and city consultants as needed, on the key plan directions, as well as land use changes and infrastructure system improvements needed. This exploration is anticipated to extend up to three staff meetings and will include the development of diagrams and illustrations. Preliminary data will also be quantified as needed to enable high-level evaluation of land use concepts.
2. Meet with the Planning Commission to review community input from Task 1 and discuss the key directions being explored.
3. Refine key directions based on input from the Planning Commission and prepare for Joint Meeting.
4. Conduct a Joint Meeting where members of the Planning Commission, Park and Recreation Advisory Board, Economic Development Commission, Housing and Redevelopment

Authority, and City Council are invited to learn the findings from the 1st round of community engagement and discuss the key directions.

5. Revise key directions to prepare for Community Engagement Round 2.
6. Conduct Community Engagement Round 2. In addition to one open house, the 2nd round of community engagement will seek input from targeted stakeholders regarding key directions. This may include meetings with a neighborhood or a community organization. While the consultant team will participate in up to 3 events, the consultant team will ensure Planning Staff will have the materials needed to attend additional events.
7. Prepare a quarterly update the City Council and boards and commission describing the current project status and next steps.
8. At the completion of this task, HKGi's project manager will meet with the City's project manager to discuss whether and how findings from the task reshape the work plan and budget.

### 3. Prepare the Plan

Task 3 will use community input and the key directions from Task 2 to prepare a full draft of the 2050 Comprehensive Plan in collaboration with Staff. A review draft will be presented to the Planning Commission and City Council. Then, HKGi will facilitate Community Engagement Round 3. Input from the reviews and community engagement will be used to create a final draft that will be considered for approval by the Planning Commission and City Council in Task 4. This task will include the following subtasks:

1. Prepare draft of the 2050 Comprehensive Plan in collaboration with Staff. [Need to figure this out]
2. Present the draft 2050 Comprehensive Plan to the Planning Commission.
3. Present the draft 2050 Comprehensive Plan to the City Council.
4. Conduct Community Engagement Round 3. Round 3 of Community Engagement will include the posting of the draft 2050 Comprehensive Plan online for broad community review and comment. The draft will also be sent to the Park and Recreation Advisory Board, Economic Development Commission, and Housing and Redevelopment Authority for review and comment.
5. Prepare a quarterly update the City Council and boards and commission describing the current project status and next steps.
6. At the completion of this task, HKGi's project manager will meet with the City's project manager to discuss whether and how findings from the task reshape the work plan and budget.

### 4. Seek Approvals

The final task of this phase will begin with the preparation of the final draft of the 2050 Comprehensive Plan based on the review and community input in Task 3. The final draft will then be presented to the Planning Commission at a public hearing. The City Council will consider approving

the draft for distribution to adjacent and affected agencies for review. This task will include the following subtasks:

1. Prepare final draft of the 2050 Comprehensive Plan.
2. Conduct the Planning Commission Public Hearing.
3. Make final revisions to the plan based on Planning Commission recommendation.
4. Present 2050 Comprehensive Plan to the City Council for approval to distribute to adjacent and affected agencies.

## **5. Distribute the Plan for 6-Month Review**

Comprehensive Plans are required to be distributed to adjacent and affected jurisdictions for a minimum of six months, or until comments from all agencies are received. Depending on timing, the Metropolitan Council also allows communities to submit the draft Comprehensive Plan for optional preliminary review. This task will include the following subtasks:

1. Assemble electronic version of Comprehensive Plan for distribution.
2. Support review by adjacent and affected jurisdictions by preparing an email with a response form and a link to the 2050 Comprehensive Plan for Planning Staff to distribute to the required list of affected and affected jurisdictions.
3. Submit the 2050 Comprehensive Plan for Metropolitan Council preliminary plan review.
4. Summarize comments received and prepare revisions as needed from adjacent and affected jurisdictions, as well as the Metropolitan Council.
5. Present revised 2050 Comprehensive Plan to the City Council for authorization to submit it to the Metropolitan Council.
6. At the completion of this task, HKGi's project manager will meet with the City's project manager to discuss whether and how findings from the task reshape the work plan and budget.

## **6. Facilitate Metropolitan Council Review**

Task 6 will focus on seeking approval from the Metropolitan Council for the 2050 Comprehensive Plan. This will involve making revisions until the Metropolitan Council deems it complete and supporting Planning Staff through the approval process. This task will include the following subtasks:

1. Prepare and submit the 2050 Comprehensive Plan for Metropolitan Council formal review.
2. Revise the 2050 Comprehensive Plan as needed to address completeness issues identified by the Metropolitan Council.
3. Support Planning Staff through the Metropolitan Council approval process.
4. At the completion of this task, HKGi's project manager will meet with the City's project manager to discuss whether and how findings from the task reshape the work plan and budget.

## **7. Adopt the Plan**

The final task will support the final adoption of the 2050 Comprehensive Plan by the City Council following approval by the Metropolitan Council. This task will include the following subtasks:

1. Prepare final 2050 Comprehensive Plan for City Council adoption.
2. Support Planning Staff with the City Council's adoption.
3. Submit the 2050 Comprehensive Plan and all required documentation to the Metropolitan Council.
4. Provide Planning Staff with the final electronic files.



## ATTACHMENT B 2026 HOURLY RATE SCHEDULE

### Rates by Professional Category

Principal.....	\$200-290/hr
Associate.....	\$145-200/hr
Senior Professional.....	\$110-160/hr
Professional II.....	\$90-135/hr
Professional I.....	\$50-90/hr
Technical.....	\$50-90/hr

Litigation Services.....	\$250-350/hr
Testimony.....	\$275-375/hr

### Incidental Expenses

Mileage.....	current federal rate/mile
Photocopying BW.....	5¢/page
Photocopying Color.....	25¢/page
Outside Printing.....	Actual Cost
Large Format Scanning.....	Actual Cost
Lodging and meals.....	Actual Cost

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# 2050 COMPREHENSIVE PLAN UPDATE

Anoka, Minnesota

Prepared by



Planning | Landscape Architecture | Urban Design

Proposal for  
Planning Services  
January 5, 2026

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IMAGE FROM  
Engagement for  
Comprehensive Plan  
Farmington, Minnesota



800 Washington Ave. N., #207  
Minneapolis, MN 55401  
612-338-0800 | hkgi.com

January 5, 2025

Doug Borglund, Community Development Director  
City of Anoka  
2015 First Avenue North  
Anoka, MN 55303

RE: Proposal for Comprehensive Planning Services for the City of Anoka

Dear Mr. Clark:

For over forty years, HKGi has provided outstanding service and developed creative, action-oriented planning solutions for municipal clients throughout the Upper Midwest. Comprehensive planning has been one of HKGi's core services during this time, with more than 85 completed comprehensive plans in our portfolio. Many of those plans have been completed for metropolitan area communities, and much of our firm's work is conducted for communities under the regulatory jurisdiction of the Metropolitan Council.

In fact, this comprehensive planning cycle marks our fourth round of collaboration with cities to develop comprehensive plans that meet the Metropolitan Council's Regional Comprehensive Planning requirements. During the last cycle we completed more than twenty comprehensive plans that were successfully adopted under the Thrive MSP 2040 framework. Drawing from this experience, we are proposing a three-phased approach to guide the development of the City of Anoka's 2050 Comprehensive Plan and respond to the Metropolitan Council's review and approval process.

We understand that the City would like to conduct a community-wide review for its 2050 Comprehensive Plan. This process should not only feature engagement that seeks to collect input from a broad spectrum of community members and stakeholders, but should also include frequent engagement with City staff, appointed board and commission members, and elected officials. HKGi is well-positioned to fulfill this objective. Since its establishment, our firm has been a leader in conducting community-centered planning initiatives. The community input we collect about the community's vision, values, needs, and goals provides the foundation for our work and is critical to the creation of successful plans. Throughout the engagement process we also focus on building long-term community support for the planning initiatives that emerge from the planning process, support that is vital for the City staff and elected officials charged with putting plan initiatives into action.

I will provide leadership for our team throughout the planning process and I will work closely with City staff to ensure that the planning process stays on track and that the City stays well ahead of the Metropolitan Council's review and approval timelines. Mia Colloredo-Mansfeld and Beth Richmond, who are both knowledgeable about the City through recent projects, will provide the primary planning support for the engagement and plan development process. Other HKGi staff will also be enlisted to provide technical support such as graphic design and GIS services as needed.

Having recently assisted the City with the Community Center Feasibility Study and the Anoka TOD Station Area Plan Update, we are excited about this opportunity to continue serving the City of Anoka. We are eager to work with City staff and community stakeholders to craft a visionary and creative 2050 Comprehensive Plan. If you have any questions about our proposal or would like to discuss this project and our qualifications in more detail, please don't hesitate to contact me. Thank you for the opportunity to be considered for this work, and we look forward to speaking with you.

Sincerely,



Rita Trapp, AICP, LEED AP  
Principal & Project Manager  
651-402-8045 | rita@hkgi.com

# PROJECT TEAM

# Firm Profile & Key Personnel



For more than forty years HKGi has helped communities throughout the Upper Midwest create great places for people to live, work and play. HKGi’s planners and landscape architects share their expertise and passion with clients striving to create quality places.

### COMMUNITY-CENTERED PLANNING APPROACH

Our community-based approach builds on the four key principles that have defined HKGi’s practice since the firm’s beginning: **collaborate, listen, explore, create**. We bring a **collaborative** spirit to our work. We establish an atmosphere in which **listening** to stakeholder insight is critical for successful community planning. Stakeholder knowledge about the community’s goals and needs provides a foundation for **exploration** of potential planning directions. From this process we leverage our experience and problem-solving skills to **create** plans that position the community to achieve its development vision.

hkgi.com | 612-338-0800

### MAIN OFFICE

800 Washington Ave. N., #207  
Minneapolis, MN 55401

### PRINCIPALS

- Bryan Harjes, President
- Brad Scheib, Vice President
- Gabrielle Grinde, Vice President
- Rita Trapp, Vice President

### ASSOCIATES

- Jeff Miller, Senior Associate
- Jody Rader, Associate
- Kevin Clarke, Associate
- Sarah Evenson, Associate

### STAFF

- 5 Certified Planners
- 6 Licensed Landscape Architects
- 11 Planners/Urban Designers
- 2 Marketing Communications

## Key Personnel Qualifications



**Yrs. Experience: 23**

### Education

B.S., Land Use Geography and Economics, University of Wisconsin-Eau Claire

### Registration

American Institute of Certified Planners - Cert. #021555

## Rita Trapp AICP, LEED AP

### Principal & Project Manager

Rita will serve as the Principal and Project Manager for this project. In this role she provide leadership throughout the planning process, coordinating the work of HKGi’s planning team, leading the engagement effort in collaboration with City of Anoka staff, and providing quality control services to ensure the process remains on schedule and on budget.

Rita has twenty-plus years of experience, and during her career she has conducted a full range of planning initiatives, from comprehensive planning to providing day-to-day planning services for dozens of communities. Rita uses her experience and knowledge to deliver plans that clients can put into action and that provide clients with tools and strategies they can use to achieve their community’s development goals.

### Relevant Project Experience

- Anoka TOD Station Area Plan Update | Anoka, MN
- Community Center Feasibility Study | Anoka, MN
- Comprehensive Plan Amendment & Zoning Code Update | Farmington, MN
- Comprehensive Plan & Zoning/Subdivision Code Update | Fridley, MN
- Comprehensive Plan Update and Zoning Code Updates | Maplewood, MN
- Comprehensive Plan Update and Zoning Code Updates | Mound, MN
- Comprehensive Plan & Zoning/Subdivision Code Update | Shoreview, MN



**Yrs. Experience: 3**

**Education**

Bachelor of Arts,  
Geography and  
Environmental Studies  
- University of North  
Carolina-Chapel Hill

**Mia Colloredo-Mansfeld**

**Planner/GIS**

Mia will provide planning support throughout this project, including engagement, GIS/mapping, research, and report writing. Mia has recently provided similar planning support on a variety of community-wide planning initiatives, including comprehensive plans, zoning ordinance updates, and park and recreation system plans. She is familiar with the City of Anoka and some of its recent planning direction and objectives through her support of the Anoka Transit Station Area Plan Update and subsequent Facility Reuse Feasibility Study.

**Relevant Project Experience**

- Anoka TOD Station Area Plan Update | Anoka, MN
- Community Center Feasibility Study | Anoka, MN
- Comprehensive Land Use Plan Update | Hibbing, MN
- Comprehensive Plan Update | Ironwood, MI
- Comprehensive Plan & Zoning Ordinance Update | St. Charles, MN
- Comprehensive Plan & Zoning/Subdivision Code Update | St. Michael, MN
- Park and Recreation System Plan | Cedar Falls, IA
- Park and Open Space Plan | Watertown, WI
- Park System Master Plan | Lakeville, MN
- Park System Plan | Eagan, MN



**Yrs. Experience: 7**

**Education**

Master of Urban and  
Regional Planning,  
University of Wisconsin-  
Madison

B.A., Political Science,  
College of St. Benedict (MN)

**Registration**

American Institute of  
Certified Planners - Cert.  
#32948,

**Beth Richmond AICP**

**Planner**

Beth will provide planning support for this project, particularly in the areas of zoning and land use analysis. She provides general planning services to several of HKGI’s municipal clients and has proven to be a skilled, knowledgeable, and efficient planner who has provided outstanding service to communities such as St. Francis, Marine on St. Croix, St. Charles, and several other metropolitan area municipalities. Beth served on the planning team that recently updated the Anoka Transit Station Area Plan. She is a seasoned professional who is skilled at working with clients and stakeholders and presenting important information to community boards, commissions, and leaders.

**Relevant Project Experience**

- Anoka TOD Station Area Plan Update | Anoka, MN
- Comprehensive Plan | Greenfield, MN
- Redevelopment Planning | Newport, MN
- Comprehensive Plan, Planning Services & Code Updates | St. Francis, MN
- Comprehensive Plan & Zoning Ordinance Update | St. Charles, MN
- Zoning/Subdivision Code Update | St. Michael, MN
- City Center Small Area Plan | Vadnais Heights, MN
- Comprehensive Plan | White Bear Lake, MN
- General Planning Services & Code Updates | Marine on St. Croix, MN

# WORK SCOPE

IMAGE FROM  
*Thompson County Park  
Dakota County, Minnesota*

# Scope Overview

The following provides an overview of the key phases, tasks, and activities of the 2050 Comprehensive Plan Update. Additional information about community engagement and the full timeline can be found on the following pages.

## Phase 1 Create the 2050 Comprehensive Plan

FEB  
'26

### TASK 1 | TAKE THE PULSE

- Collaborate with Staff on updating community context
- Kick-off meeting with the City Council and multiple boards and commissions
- Conduct Round 1 of Community Engagement with online and in-person outreach

JUN  
'26

### TASK 2 | SHAPE THE PLAN

- Collaborate with Staff on key plan directions, as well as land use and infrastructure changes
- Meet with the Planning Commission on community input findings and key directions
- Conduct a Joint Meeting with City Council and advisory boards and commissions
- Conduct Round 2 of Community Engagement with an open house and targeted stakeholder meetings

OCT  
'26

### TASK 3 | PREPARE THE PLAN

- Collaborate with Staff to prepare the draft 2050 Comprehensive Plan
- Review the draft separately with the Planning Commission and City Council
- Conduct Round 3 of Community Engagement with posting of the draft online for comment and sharing the draft with boards and commissions

APR  
'27

### TASK 4 | SEEK APPROVALS

- Conduct Planning Commission public hearing
- Present the 2050 Comprehensive Plan for City Council approval for distribution

## Phase 2 Distribute the Plan for Review

MAY  
'27

### TASK 5 | DISTRIBUTE THE PLAN FOR 6-MONTH REVIEW

- Distribute the plan for 6-month adjacent and affected jurisdiction review
- Submit the plan to the Metropolitan Council for informal review
- Summarize comments and prepare revisions for City Council approval

## Phase 3 Metropolitan Council Review and Final Adoption

JAN  
'28

### TASK 6 | FACILITATE METROPOLITAN REVIEW

- Submit the 2050 Comprehensive Plan for Metropolitan Council consideration
- Revise the plan as needed to address Metropolitan Council completeness issues
- Support Staff as needed through the Metropolitan Council approval process

MAY  
'28

### TASK 7 | ADOPT THE PLAN

- Prepare the final 2050 Comprehensive Plan for City Council adoption
- Submit the final plan and required documentation to Metropolitan Council
- Provide Staff with final electronic files for City use and records

# Detailed Work Scope

## Phase 1 | Create the 2050 Comprehensive Plan

### Task 1: Take the Pulse

Task 1 is focused on establishing the foundation for the 2050 Comprehensive Plan. While the plan is not a complete rewrite, the community has changed since the last plan was adopted. Task 1 will focus on developing an understanding of the community's existing context, gathering input on community needs, and confirming the vision. In addition to updating base mapping and demographics, the planning process will include an audit of the 2040 Comprehensive Plan and a review of how the direction established by the Metropolitan Council in Imagine 2050 will need to be incorporated into the 2050 Comprehensive Plan.

- 1.1 Conduct a kick-off meeting with Planning Staff to confirm the scope, schedule, gather background information, and begin preparations for community engagement.
- 1.2 Prepare base mapping and update demographic, housing, and economic information to create a succinct summary for the community and to update the Community Context chapter.
- 1.3 Review any studies, reports, or Comprehensive Plan amendments prepared since completion of the 2040 Comprehensive Plan.
- 1.4 Evaluate the city's system statement and checklist from the Metropolitan Council to determine what needs to be updated and what topics potentially require additional discussion with Staff, policymakers, and the community.
- 1.5 Facilitate a meeting with Key Staff (e.g. parks, engineering, public works), and engineering consultants as needed, to officially kick off the project:
  - a. Discuss what worked and what didn't work with the 2040 Comprehensive Plan and introduce upcoming meetings to audit the 2040 Comprehensive Plan.
  - b. Discuss issues and opportunities.
  - c. Confirm background information received to date.
  - d. Review and refine draft community engagement materials.
  - e. Discuss approach for updates to Transportation and Water Resources chapters.
- 1.6 Conduct virtual meetings with Key Staff to audit individual chapters of the 2040 Comprehensive Plan to understand what is working, what should be modified, what barriers or obstacles prevented implementation, and what potential updates are needed to address the Metropolitan Council direction.
- 1.7 Conduct Kick Off Event with the Planning Commission, Park and Recreation Advisory Board, Economic Development Commission, Housing and Redevelopment Authority, and City Council to provide background on comprehensive planning, provide highlights about Anoka today, preview the upcoming community engagement outreach, and solicit initial input.
- 1.8 Conduct Engagement Round 1. Round 1 of the community engagement will have two primary purposes. First, we will use it to communicate the project to the community: the "what," "why,"



Round 1 engagement will include pop-up activities intended to collect input broadly throughout the community.

and “how” of the Comprehensive Plan update. Secondly, we will use this phase to identify any needed updates to the vision and identify any community needs that should be considered. It is anticipated that this round of engagement will include the preparation of materials for posting on the project website and inclusion in City communications; preparation of an online engagement tool; attendance at community pop-up events; and the preparation of an engagement summary. This round of engagement will also include the development of a survey that can be distributed to the business community.

In order to ensure a broad audience is engaged, this round of community engagement will extend for at least four months to enable the consulting team and Planning Staff to participate in a range of events. While the consultant team will participate in up to 3 events, the consultant team will ensure Planning Staff will have the materials needed to attend additional events.

- 1.9 Meet with Planning Staff to review of draft community engagement summary and community context chapter, as well as to confirm additional community outreach events.
- 1.10 Prepare a quarterly update the City Council and boards and commission describing the current project status and next steps.
- 1.11 At the completion of this task, HKGi’s project manager will meet with the City’s project manager to discuss whether and how findings from the task reshape the work plan and budget.

## Task 2: Shape the Plan

Building on the findings from Task 1, HKGi will collaborate with Key Staff to identify key directions for each chapter of the Comprehensive Plan. This will include recommended refinements to existing goals and policies, as well as the development of new goals and policies for the Metropolitan Council’s new requirements regarding climate and natural systems. Task 2 will also focus on exploring key land use changes and potential impacts of those changes on infrastructure. Community Engagement Round 2



Round 2 engagement will include meetings with key stakeholder groups or neighborhood organizations.

will focus on an open house and seeking input with targeted stakeholders on areas of change and areas of topical expertise.

- 2.1 Collaborate with Key Staff, and city consultants as needed, on the key plan directions, as well as land use changes and infrastructure system improvements needed. This exploration is anticipated to extend up to three staff meetings and will include the development of diagrams and illustrations. Preliminary data will also be quantified as needed to enable high-level evaluation of land use concepts.
- 2.2 Meet with the Planning Commission to review community input from Task 1 and discuss the key directions being explored.
- 2.3 Refine key directions based on input from the Planning Commission and prepare for Joint Meeting.
- 2.4 Conduct a Joint Meeting where members of the Planning Commission, Park and Recreation Advisory Board, Economic Development Commission, Housing and Redevelopment Authority, and City Council are invited to learn the findings from the 1st round of community engagement and discuss the key directions.
- 2.5 Revise key directions to prepare for Community Engagement Round 2.

- 2.6 Conduct Community Engagement Round 2. In addition to one open house, the 2nd round of community engagement will seek input from targeted stakeholders regarding key directions. This may include meetings with a neighborhood or a community organization. While the consultant team will participate in up to 3 events, the consultant team will ensure Planning Staff will have the materials needed to attend additional events.
- 2.7 Prepare a quarterly update the City Council and boards and commission describing the current project status and next steps.
- 2.8 At the completion of this task, HKGi's project manager will meet with the City's project manager to discuss whether and how findings from the task reshape the work plan and budget.

### Task 3: Prepare the Plan

Task 3 will use community input and the key directions from Task 2 to prepare a full draft of the 2050 Comprehensive Plan in collaboration with Staff. A review draft will be presented to the Planning Commission and City Council. Then, HKGi will facilitate Community Engagement Round 3. Input from the reviews and community engagement will be used to create a final draft that will be considered for approval by the Planning Commission and City Council in Task 4.

- 3.1 Prepare draft of the 2050 Comprehensive Plan in collaboration with Staff.
- 3.2 Present the draft 2050 Comprehensive Plan to the Planning Commission.
- 3.3 Present the draft 2050 Comprehensive Plan to the City Council.
- 3.4 Conduct Community Engagement Round 3. Round 3 of Community Engagement will include the posting of the draft 2050 Comprehensive Plan online for broad community review and comment. The draft will also be sent to the Park and Recreation Advisory Board, Economic Development Commission, and Housing and Redevelopment Authority for review and comment.

- 3.5 Prepare a quarterly update the City Council and boards and commission describing the current project status and next steps.
- 3.6 At the completion of this task, HKGi's project manager will meet with the City's project manager to discuss whether and how findings from the task reshape the work plan and budget.

### Task 4: Seek Approvals

The final task of this phase will begin with the preparation of the final draft of the 2050 Comprehensive Plan based on the review and community input in Task 3. The final draft will then be presented to the Planning Commission at a public hearing. The City Council will consider approving the draft for distribution to adjacent and affected agencies for review.

- 4.1 Prepare final draft of the 2050 Comprehensive Plan.
- 4.2 Conduct the Planning Commission Public Hearing.
- 4.3 Make final revisions to the plan based on Planning Commission recommendation.
- 4.4 Present 2050 Comprehensive Plan to the City Council for approval to distribute to adjacent and affected agencies.

Click anywhere in the document to add a comment

Hide → View all Comments Close

**DRAFT**

Table of 4 Oak Savanna County Park Comments

Topic	Count
Programming	04
Programming	18
Programming	18
Programming	18
Active Recreation	18
Natural Resources	01
Natural Resources	18
Natural Resources	18
Natural Resources	18

Time Mar 30, 2023 at 5:15PM

Add Programming line: Introduction to CC Ski and Snowshoe events (CPO Partnership)

reply like

Time Mar 30, 2023 at 5:15PM

move this comment up to the table into the list of programming recommendations

reply like

View all

Adjacent to both the Sherburne History Center and Becker City Park, Oak Savanna County Park benefits greatly from the amenities provided by these nearby facilities. The Sherburne History Center serves as the park's trailhead, providing parking and drinking water and restrooms in the building. Becker City Park features a large picnic shelter, playground, disc golf, shooting hill, and dog park. The connected trail network offers additional opportunities for cross-country skiing, hiking, and horseback riding. Oak Savanna County Park's primary focus is maintaining the exceptional habitats through which its trails wind. Programming to complement the park's established hiking and horseback riding includes nature bathing (shinny rock, soap rocks), horseback riding programs, and eventual Nature Mobile offerings. The City of Becker is a potential partner for park programming. Public comment indicated interest in an archery area within the park. If the county purchased a mobile sauna, Oak Savanna County Park would be a suitable location for sauna activities as well. Consideration to support existing park uses are also proposed.

OAK SAVANNAH COUNTY PARK'S SHARED PARKING LOT WITH THE SHERBURNE HISTORY CENTER IS A RECOMMENDED LOCATION FOR ELECTRIC VEHICLE (EV) CHARGING STATIONS

Round 3 engagement will include a draft of the Plan posted online for public review and comment. (See engagement approach summary on page 13.)

## Phase 2 | *Distribute the Plan for Review*

### Task 5: Distribute the Plan for 6-Month Review

Comprehensive Plans are required to be distributed to adjacent and affected jurisdictions for a minimum of six months, or until comments from all agencies are received. Depending on timing, the Metropolitan Council also allows communities to submit the draft Comprehensive Plan for optional preliminary review. Subtasks for this task include:

- 5.1 Assemble electronic version of Comprehensive Plan for distribution.
- 5.2 Support review by adjacent and affected jurisdictions by preparing an email with a response form and a link to the 2050 Comprehensive Plan for Planning Staff to distribute to the required list of affected and affected jurisdictions.
- 5.3 Submit the 2050 Comprehensive Plan for Metropolitan Council preliminary plan review.
- 5.4 Summarize comments received and prepare revisions as needed from adjacent and affected jurisdictions, as well as the Metropolitan Council.
- 5.5 Present revised 2050 Comprehensive Plan to the City Council for authorization to submit it to the Metropolitan Council.
- 5.6 At the completion of this task, HKGi's project manager will meet with the City's project manager to discuss whether and how findings from the task reshape the work plan and budget.

## Phase 3 | *Metropolitan Council Review and Final Adoption*

### Task 6: Facilitate Metropolitan Council Review

Task 6 will focus on seeking approval from the Metropolitan Council for the 2050 Comprehensive Plan. This will involve making revisions until the Metropolitan Council deems it complete and supporting Planning Staff through the approval process.

- 6.1 Prepare and submit the 2050 Comprehensive Plan for Metropolitan Council formal review.
- 6.2 Revise the 2050 Comprehensive Plan as needed to address completeness issues identified by the Metropolitan Council.
- 6.3 Support Planning Staff through the Metropolitan Council approval process.
- 6.4 At the completion of this task, HKGi's project manager will meet with the City's project manager to discuss whether and how findings from the task reshape the work plan and budget.

### Task 7: Adopt the Plan

The final task will support the final adoption of the 2050 Comprehensive Plan by the City Council following approval by the Metropolitan Council.

- 7.1 Prepare final 2050 Comprehensive Plan for City Council adoption.
- 7.2 Support Planning Staff with the City Council's adoption.
- 7.3 Submit the 2050 Comprehensive Plan and all required documentation to the Metropolitan Council.
- 7.4 Provide Planning Staff with the final electronic files.

# TARGETED ENGAGEMENT FOR THE 2050 Comprehensive Planning Process



## ENGAGEMENT ROUND #1 Taking the Pulse

- » Project website
- » Create promotional materials
- » Maptionnaire online survey
- » Business specific online survey
- » Pop-up at Community Events & Community Organizations



## ENGAGEMENT ROUND #2 Shape the Plan

- » Project website updates
- » Open house
- » Stakeholder meetings (neighborhoods, organizations, or area of interest)



## ENGAGEMENT ROUND #3 Preparing the Plan

- » Online posting of draft plan
- » Park and Recreation Advisory Board review
- » Economic Development Commission review
- » Housing and Redevelopment Authority review
- » Public hearing at the Planning Commission



# SCHEDULE

## Public Outreach

- Stakeholder Interviews
  - 14 phone & in-person interviews
- Public Workshop
  - Approximately 25 attendees
- Online Survey
  - 793 responses
- Public Workshop
  - Approximately 35 attendees
- Online Survey
  - 165 responses
- Developer's Roundtable

ST. FRANCIS FORWARD

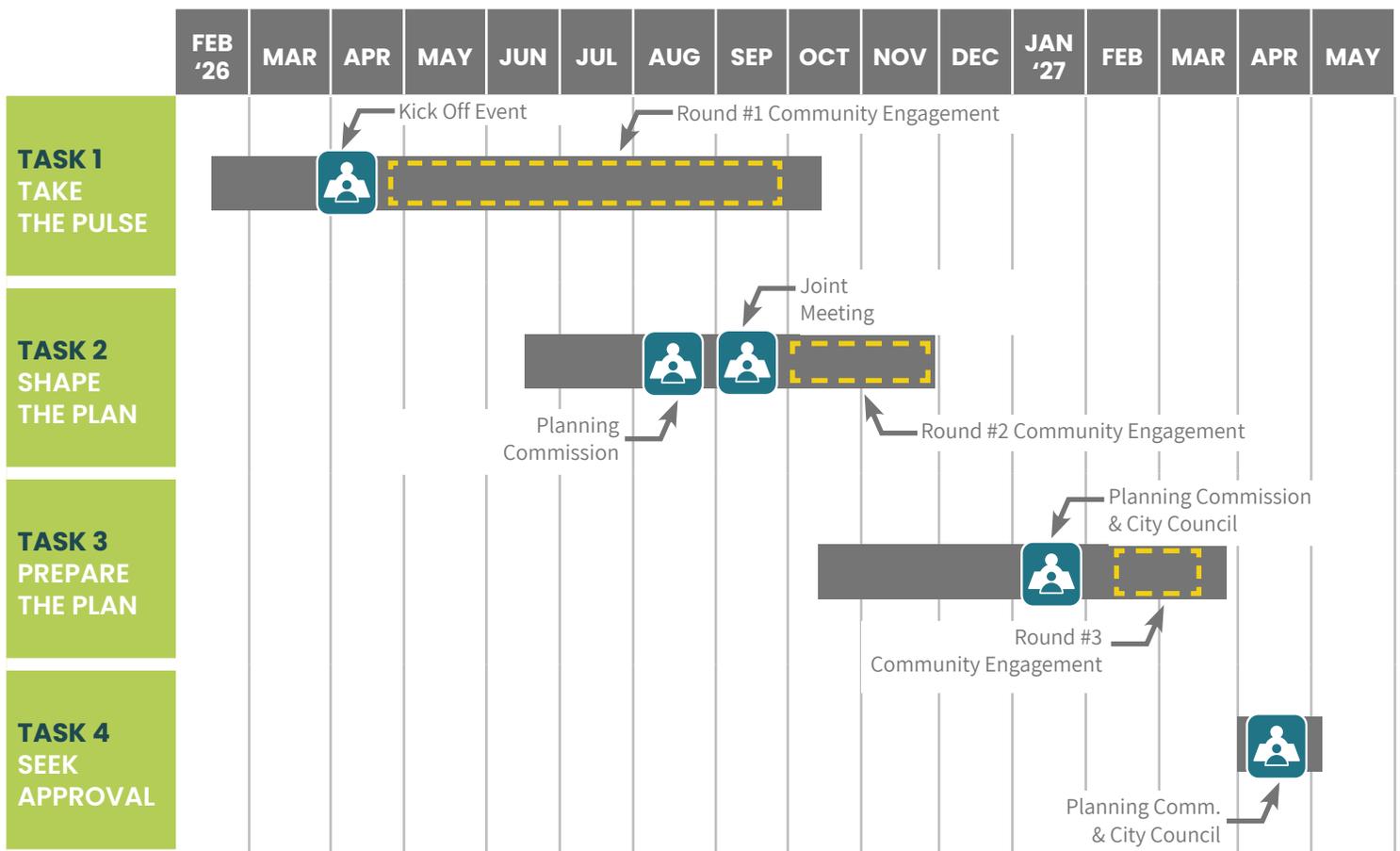
# Comprehensive Plan Overall Timeline

BY PHASES OF COMPLETION

FEB '26 TO MAY '27	MAY '27 TO DEC '27	JAN '28 - JUNE '28
<b>Phase 1</b> Create the 2050 Comprehensive Plan	<b>Phase 2</b> Distribute the Plan for Review	<b>Phase 3</b> Metropolitan Council Review and Final Adoption

## Phase 1 Break Out Schedule

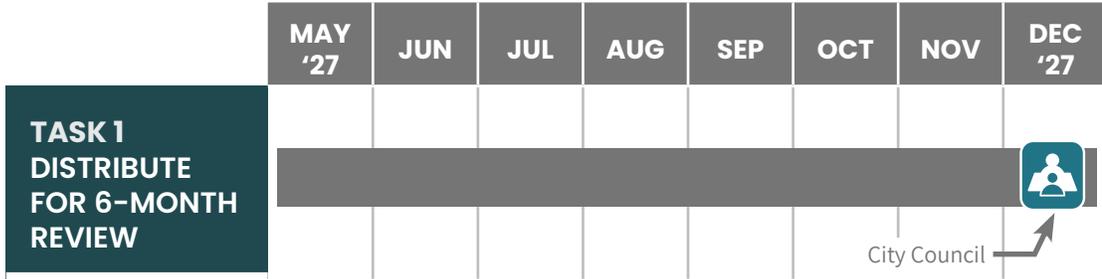
Create the 2050 Comprehensive Plan



This schedule assumes information for the Transportation and Water Resources chapters, including the DNR local water supply plan and local water plan for surface water if needed, is available when needed to complete a draft of the plan.

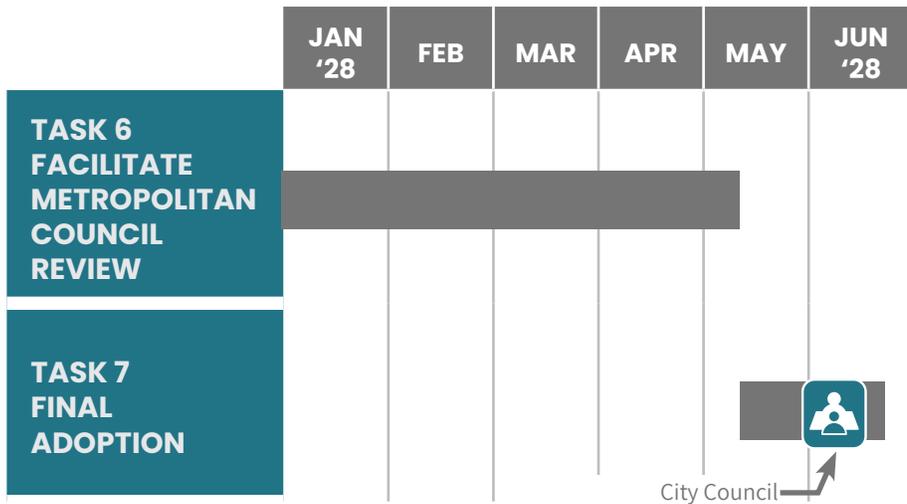
## Phase 2 Break Out Schedule

Distribute the Plan for Review



## Phase 3 Break Out Schedule

Facilitate Metropolitan Council Review and Final Adoption



Please note that the length of time for the Metropolitan Council review in Task 6 is an estimate and may vary depending on the issues identified. As this phase of the process nears, a better sense of timing should be possible.

# FEE PROPOSAL

# Cost Proposal

## FEE PER TASK PROPOSAL

The table below contains our proposed fee per task to conduct the work plan contained in this proposal. We will work with City staff to refine the work scope as needed to ensure this project achieves the City’s objectives and meets its expectations. Scope revisions may impact the proposed fee. HKGi will ensure that the City is updated on any fee adjustments before a final agreement is executed.

	FEE
<b>TASK 1 TAKE THE PULSE</b>	<b>\$24,600</b>
<b>TASK 2 SHAPE THE PLAN</b>	<b>\$26,500</b>
<b>TASK 3 PREPARE THE PLAN</b>	<b>\$24,300</b>
<b>TASK 4 SEEK APPROVALS</b>	<b>\$6,400</b>
<b>TASK 5 DISTRIBUTE FOR 6-MONTH REVIEW</b>	<b>\$5,100</b>
<b>TASK 6 FACILITATE MET COUNCIL REVIEW</b>	<b>\$8,100</b>
<b>TASK 7 ADOPT THE PLAN</b>	<b>\$2,000</b>
<b>REIMBURSABLE EXPENSES</b>	<b>\$3,000</b>
<b>CONTINGENCY</b>	<b>\$10,000</b>
<b>NOT-TO-EXCEED TOTAL PROPOSED FEE</b>	<b>\$110,000</b>

## CONTINGENCY

The budget includes a contingency to enable Staff to authorize additional tasks as may be identified during the planning process. This may include additional community engagement efforts, completing a more significant update to a chapter than was anticipated, provide additional graphic enhancements to the plan, or to respond to Metropolitan Council requirements that were not fully understood at the start of the process.



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**CITY OF  
ANOKA**

# 2025 SYSTEM STATEMENT



**IMAGINE<sup>20</sup><sub>50</sub>**



# 2025 SYSTEMS STATEMENT CITY OF ANOKA

## Regional Development Plan Adoption

On February 12, 2025, the Met Council adopted Imagine 2050 as a comprehensive development guide for the Twin Cities metro region. Imagine 2050 includes regional systems plans, including the 2050 Transportation Policy Plan, the 2050 Water Policy Plan, the 2050 Regional Parks and Trails Policy Plan, and the 2050 Housing Policy Plan. The development guide also outlines land use policies and community designations important for local comprehensive planning updates.

The Metropolitan Council is now issuing systems statements pursuant to [State statute](#).

## Systems Statements

Metropolitan systems plans are long-range comprehensive plans for the regional systems – transit, highways, and airports; wastewater services; and parks and open space – along with the capital budgets for those systems. Systems statements explain the implications of metropolitan system plans for each community in the region. They are intended to help communities prepare or update their comprehensive plan, as required by the Metropolitan Land Planning Act:

*Within nine months after receiving a system statement for an amendment to a metropolitan system plan, and within three years after receiving a system statement issued in conjunction with the decennial review required under [section 473.864, subdivision 2](#), each affected local governmental unit shall review its comprehensive plan to determine if an amendment is necessary to ensure continued conformity with metropolitan system plans. If an amendment is necessary, the governmental unit shall prepare the amendment and submit it to the council for review.*

The system statement includes information specific to a community, including:

- community designation or designation(s)
- forecasted population, households, and employment through the year 2050
- guidance on appropriate densities to ensure that regional services and costly regional infrastructure can be provided as efficiently as possible
- affordable housing need allocation.

In the following sections, this systems statement contains an overview of key changes and updates to the policies and plans from the previous 2040 regional development guide and specific system changes that affect your community:

- Transportation, including metropolitan highways, aviation, and transit
- Water Resources, including wastewater, surface water, and water supply planning

- Regional parks and trails

## Regional Development Guide

The development guide adopted in February 2025 reflects the vision and plans adopted by communities for a prosperous, equitable, and resilient region with abundant opportunities for all to live, work, play, and thrive.

Regional values are shared core beliefs or principles that guide the work of developing and implementing Imagine 2050. The values build on those identified in Thrive MSP 2040 and incorporate what we've learned over the last ten years as well as the common values expressed by local governments and partners across the region. These values guide the Met Council in building partnerships and developing policies and programs to support Imagine 2050.

The Met Council has endorsed the following goals for our region to achieve through our policies, practices, programs, and partnerships:

- Our region is equitable and inclusive.
- Our communities are healthy and safe.
- Our region is dynamic and resilient.
- We lead on addressing climate change.
- We protect and restore natural systems.

## Dispute Process

If your community disagrees with elements of this systems statement or has any questions about the process, please contact your Sector Representative, Patrick Boylan, at 651-602-1438, to review and discuss potential issues or concerns. The Council and local government units and districts have usually resolved issues relating to the system statement through discussion.

## Request for Hearing

If a local governmental unit and the Met Council are unable to resolve disagreements over the content of a system statement, the unit or district may, by resolution, request that a hearing be conducted by the Met Council's Land Use Advisory Committee or by the State Office of Administrative Hearings to consider amendments to the system statement. According to Minnesota Statutes [section 473.857](#), the request shall be made by the local governmental unit or school district within 60 days after receiving the system statement. If the Met Council does not receive a hearing request within 60 days, the statement becomes final.

## Next Steps in the Regional Planning Cycle

Receipt of this system statement and the metropolitan system plans triggers a community's obligation to review and amend its comprehensive plan by December 2028. Local comprehensive plans and amendments will be reviewed by the Met Council for conformance to

metropolitan system plans, consistency with Met Council policies, and compatibility with adjacent and affected governmental units. Updated local comprehensive plans are due to the Met Council for review by Dec. 31, 2028.

## Forecasts

The Met Council uses the forecasts developed as part of Imagine 2050 to plan for regional systems. Communities should base their planning work on these forecasts. Given the nature of long-range forecasts and the planning timeline undertaken by most communities, the Met Council will maintain on-going dialogue with communities to consider any changes in growth that may have an impact on regional systems.

### *Imagine Forecasts for the City of Anoka*

	2020 (actual)	2030	2040	2050
Population	17,921	18,400	19,400	21,200
Households	7,578	7,900	8,500	9,300
Employment	13,415	14,500	15,500	15,700

## Housing Policy

The purpose of the Housing Policy Plan, adopted by the Metropolitan Council in February 2025, is to provide leadership and guidance on regional housing needs and challenges and to support Imagine 2050. The Housing Policy Plan provides an integrated policy framework that unifies our existing roles in housing and identifies opportunities to expand our role in supporting safe, affordable and dignified housing in the region.

Consistent with state statute (Minn. Stat. 473.859, subd. 2(c) and subd. 4), cities and townships must include a housing element and implementation program in their local comprehensive plans that address existing and projected housing needs.

The Met Council has determined the regional need for low-income housing for the decade of 2031-2040 (see Appendix B in the Housing Policy Plan).

Based on regional forecasts, the regional need for future affordable housing units is 39,700. Anoka’s share of the region’s future need for low-income housing is 185 new units of affordable housing. Of these new units, the need is for 107 affordable to households earning at or below 30% of AMI, 60 affordable to households earning 31% to 50% of AMI, and 18 affordable to households earning 51% to 60% of AMI

### *Affordable Housing Need Allocation for the City of Anoka*

	Units
At or below 30% AMI	107
31 to 50% AMI	60
51 to 60% AMI	18
Total Units	185

Future Affordable Housing Need allocations may be updated throughout the decade if local projected sewerage growth changes.

Anoka should consult the complete Housing Policy Plan when preparing its local comprehensive plan. In addition, Anoka should consult Imagine 2050 and the Local Planning Handbook for specific requirements necessary for the housing element and housing implementation programs of local comprehensive plans.

## Climate Policy

In 2023, the State legislature amended the Metropolitan Land Planning Act ([Minn Stat. § 473.859, subd. 2 and 7](#)) to include new requirements that comprehensive plans address climate mitigation and adaptation. In climate policy, mitigation strategies focus on minimizing contributions to climate change through efficiency measures and reducing greenhouse gas emissions. Adaptation strategies focus on how to change policies and practices to adjust to ongoing and future impacts of climate change.

The Met Council will assist communities in addressing climate mitigation and adaptation elements by providing communities with greenhouse gas inventories and technical assistance for identifying appropriate strategies.

## Community Designation

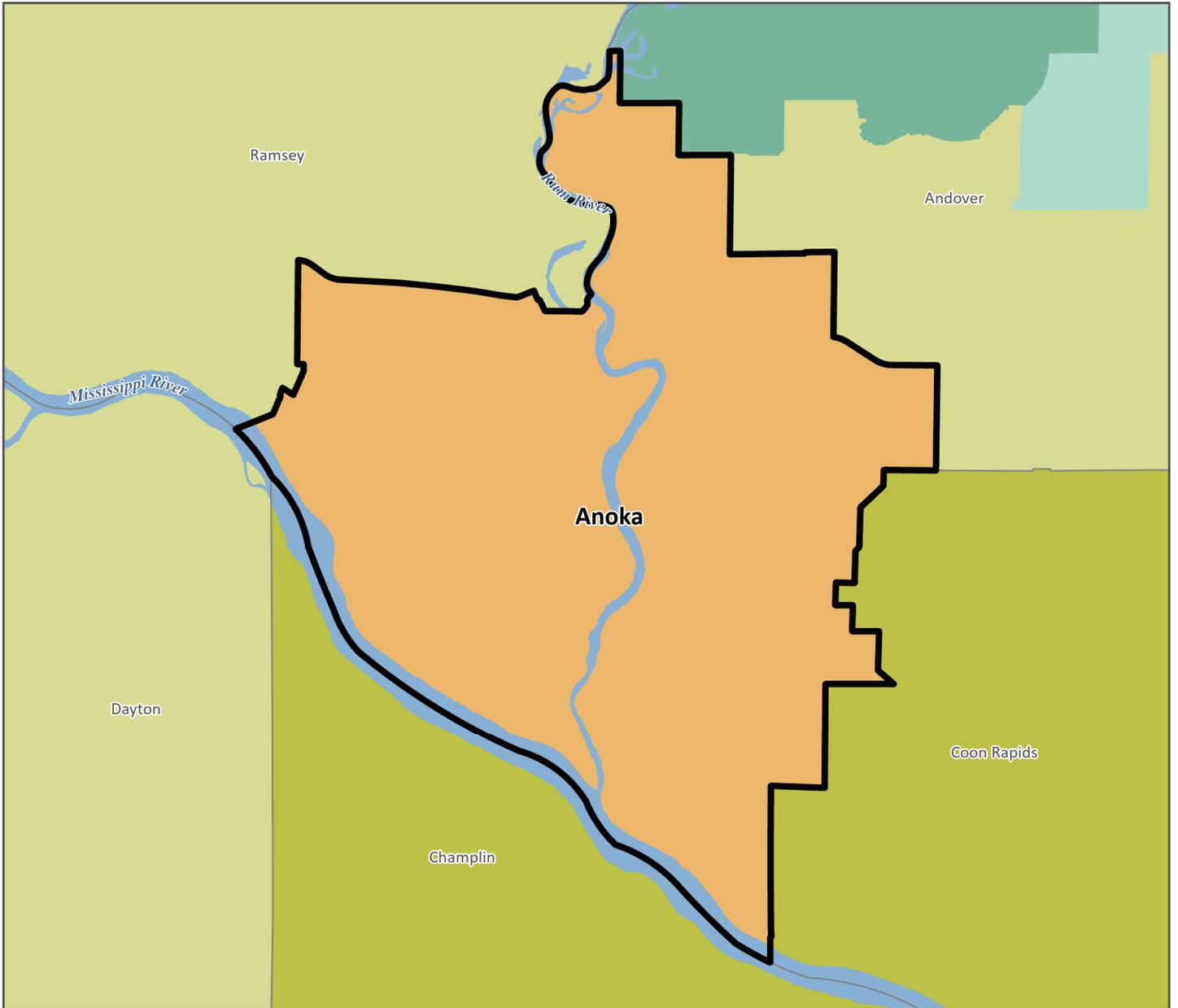
Community designations group jurisdictions with similar characteristics for the application of regional policies. The Council uses community designations to guide regional growth and development; establish land use expectations including overall development densities and patterns; and outline the respective roles of the Council and individual communities, along with strategies for planning for forecasted growth. If there are discrepancies between the Imagine 2050 Community Designations Map and the Community Designation map contained within this systems statement, communities should follow the specific guidance contained in this document. Imagine identifies the City of Anoka with the community designation of Urban Edge on the Community Designation map.

Urban Edge cities are characterized by growth that primarily occurred during the period between the end of the Second World War and the economic downturn of 1973-1974. These cities, adjacent to the Urban cities, experienced rapid development fueled by an expanding population and the expanding highway system. Highway accessibility led to many of these cities developing as centers of office, commercial, institutional, and industrial uses, resulting in a high density of jobs. The increased influence of automobiles resulted in a development pattern that reflects an increased emphasis on traffic movement and circulation, which contributes to their transitional character between denser urban cities and more spread-out suburban areas. Similar to Urban areas, the age of their building stock and access to transit, facilitated by their relatively high street connectivity, providing opportunities for redevelopment at high densities. Urban Edge areas face similar urban challenges, such as managing increased surface temperatures and safeguarding drinking water quality, which requires tailored environmental and infrastructure solutions.

Specific strategies for Anoka can be found on your [Community Page](#) in the [Local Planning Handbook](#).

# City of Anoka Community Designations

Urban Edge



## Urban Service Areas

- Urban
- Urban Edge
- Suburban
- Suburban Edge

## Rural Service Areas

- Rural Center
- Diversified Rural
- Rural Residential
- Agricultural
- Non-Council Community

# 2025 TRANSPORTATION SYSTEM STATEMENT CITY OF ANOKA

## Transportation Policy Plan Overview

The 2050 *Transportation Policy Plan* (TPP) is the metropolitan system plan for transportation, including highways, transit, bicycle, pedestrian, freight, aviation, and travel demand management, to which local comprehensive plans must conform. The TPP also includes regional transportation objectives, supporting policies and actions, and regional performance measures. The full TPP can be found at the following url:

<https://imagine2050.metrocouncil.org/chapters/transportation>

This system statement summarizes the regional systems and any significant changes to them, other important regional transportation considerations, and changes made to the 2050 TPP since the 2040 TPP was adopted in 2015. Additionally, this system statement highlights those elements of the system plan that apply to your community. The TPP incorporates policy direction and new 2050 socioeconomic forecasts adopted by the Metropolitan Council in Imagine 2050 and extends the planning horizon from 2040 to 2050.

## Federal and State Requirements

The TPP is a document that meets both state requirements outlined in statute for a metropolitan system plan, and federal requirements as a fiscally constrained long-range investment plan for surface transportation. As the region has recently received a significant number of new and increased sources of transportation revenue, the 2050 TPP no longer includes an increased revenue scenario, but it does include additional opportunities for investment. The plan also continues to assume competitive transportation funding (e.g., state and federal discretionary programs like INFRA and Corridors of Commerce) will be sought and amended into the plan as awarded.

Under the Metropolitan Land Planning Act, local comprehensive plans are expected to conform to the projects currently identified as funded in the fiscally constrained plan, which is the official metropolitan system plan. The additional opportunities for investment may be identified separately in local plans as unfunded proposals but are not required to be included.

Federal requirements also call for metropolitan transportation plans to be performance based, so the TPP includes objectives, policies, and actions for the regional transportation system. These objectives, policies, and actions guide the Council and regional partners in their planning and investment in the surface transportation system.

In addition to reviewing this system statement, consult the TPP to ensure that your community's local comprehensive plan and plan amendments conform to the metropolitan transportation system plan. Communities should also review the Imagine 2050 Land Use Policy for land use considerations near certain transportation infrastructure. The format of this plan is different than past TPPs. The plan is no longer separated by chapter, rather each modal plan is distinguished from each other as individual investment or system plans. If the Council has a role in the funding of a regional system, the plan is identified as an investment

plan, if not, then it is identified as a system plan. There is no appendix in the 2050 TPP, supporting documentation is combined directly with the specific investment or system plan and identified as support documentation.

## 2050 Transportation Policy Plan Regional Systems

Adopted by the Metropolitan Council in February 2025, the TPP identifies the regional transportation systems, regional transportation objectives and policies, and other regional transportation issues communities should consider when producing their own comprehensive plans. This section will cover descriptions of each system and key changes made to these systems in the TPP.

### Regional Transportation Policies and Actions

In addition to identifying regional systems and investment needs, the TPP includes a set of policies and related actions to guide investments, planning and priorities for the regional transportation system. The policies and actions cover many topics including safety, highway planning priorities, complete streets, non-motorized transportation, equity, climate and natural systems. Communities are encouraged to incorporate regional policies in their local plans

### Regional Highway System

The Metropolitan Highway System is made up of principal arterials, shown in Figure 1 of the *Highway Investment Plan* and included with this system statement. This system is federally known as the National Highway System. The Metropolitan Highway System is a vital element of the regional transportation system; while minor arterials are lower order roadways that provide connectivity to and relieve congestion in the principal arterial system. Principal and minor arterials combined represent the Regional Highway System.

### Key Changes from the 2040 TPP

- A major shift from previous TPPs is that potential new revenues are no longer considered a means to resolve unmet needs on the system. The 2050 TPP does not have a current and increased revenue scenario as a result. Instead, the 2050 TPP identifies funded projects in the fiscally constrained plan and additional opportunities beyond what is funded. Multiple studies completed since the 2040 TPP identified additional opportunities for investment, these are shown in figures 8 and 10.
- The 2050 TPP identifies highway investments in five major categories:
  - Safety: Figure 7 in the *Highway Investment Plan* shows regionally significant safety investments.
  - Spot mobility: Figure 8 in the *Highway Investment Plan* shows funded regionally significant spot mobility projects alongside identified additional opportunities for investment.
  - Interchanges: Figure 9 in the *Highway Investment Plan* shows funded and planned regionally significant interchange investments.
  - Managed lanes: Figure 10 in the *Highway Investment Plan* shows the existing, under construction and planned E-ZPass system. It also includes managed lane corridors which are identified additional opportunities for investment.

- Targeted regional capacity: Figure 11 in the *Highway Investment Plan* shows funded and planned regionally significant highway capacity investments. It also includes potential future capacity enhancements identified in studies.
- Modifications were made to the 2050 TPP that removed appendix naming found in previous plans and reworks previous chapters. Support documents for the *Highway Investment Plan* are now: Functional Classification, Preliminary Interchange Approval Process, and Congestion Management Process. The project list appendix item is now a separate section of the TPP, titled Long Range Highway and Transit Capital Project List. This updated list identifies projects from 2025 to 2050.

## Regional Transit System

The regional transit system is comprised of the region’s transitways, regular route bus services, demand response services, transit centers and park and rides, and transit advantages. This system is operated by six different service providers in the region. The COVID-19 pandemic upended transit, and some services vary dramatically from pre-pandemic levels. Many routes were suspended in the region and are still in the process of restructuring.

### Key Changes from the 2040 TPP

- A major shift from previous TPPs is from new revenues raised to fill budget gaps in the system. A new source of revenue for transit was created in 2023 to fund operations and maintenance for the region. Similar to highways, the *Transit Investment Plan* no longer contains a current and increased revenue scenario. The projects shown in the 2050 TPP are those in the fiscally constrained plan. Additional opportunities for investment are also identified in the plan and these may be incorporated into local comprehensive plans.
- Several transitways have been implemented and opened and additional transitways have been identified in the region. Multiple arterial bus rapid transit (BRT) routes have been completed and put into operation, while more alignments have been identified in studies for future implementation. The *Transit Investment Plan* identifies investments planned to be implemented in the 2050 TPP:
  - Two light rail extensions (Green Line Extension, Blue Line Extension)
  - Two dedicated BRT routes (Gold Line, Purple Line)
  - Five arterial BRT routes (B Line, E Line, F Line, G Line, H Line)
- Modifications were made to the 2050 TPP that removed appendix naming found in previous plans and reworks previous chapters. Support documents for the Transit Investment Plan are now: Transit Design and Performance Guidelines.

## Regional Aviation System

The regional aviation system is composed of Minneapolis-St Paul International Airport, eight publicly owned regional airports, and two privately owned seaplane bases. These regional airports are owned and operated by the Metropolitan Airports Commission (MAC) and local communities.

## Key Changes from the 2040 TPP

- The MAC completed an update to the Long-Term Comprehensive Plan (LTCP) for the Minneapolis-St Paul International Airport in 2024. This update moves the planning horizon to 2040 with new operation forecasts, anticipated noise impacts and capital project needs.
- The Aviation System Plan now identifies all facilities where aviation activity may take place in the region beyond regional airports. These facilities may be incorporated into and considered in local planning. Aviation appendix items of the TPP are now included as a single support document titled Aviation Supporting Information.

## Regional Bicycle System

The regional bicycle system is identified through the Regional Bicycle Transportation Network (RBTN). The RBTN is made up of alignments and corridors. Corridors are shown where more specific alignments within those corridors have not yet been designated. The process used to develop the RBTN, the general principles and analysis factors used in its development, and studies done to analyze and update the network can be found in the *Bicycle Investment Plan*. The RBTN was established in the 2040 TPP with the intent of achieving the following goals:

- Establish an integrated and seamless network of on-street bikeways and off-road trails.
- Provide the vision for a “backbone” arterial network to serve daily bicycle trips by connecting regional destinations and local bicycle networks.
- Encourage cities, counties, park agencies, and the state to plan and implement future bikeways in support of the network vision.

The RBTN also incorporates regional bicycle barriers which are established in the TPP as the region’s most significant physical barriers to everyday bicycle travel and include freeways and expressways, railroad corridors, and secondary rivers and streams. They were developed and analyzed through the [Regional Bicycle Barrier Study](#), the map which displays these barriers can be found here: [Regional Bicycle Barriers Map](#).

## Key Changes from 2040 TPP

- The RBTN has been refined and expanded since it was first implemented in the 2040 TPP. Requests from local governments to add and revise RBTN corridors and alignments prompted the [Regional Bicycle Guidelines and Measures Study](#) which developed specific measures used in reviewing update requests submitted by local agencies.
- The RBTN undergoes a formal update of alignments and corridors about every 2 years. The next formal update will take place in 2025 prior to the 2026 Regional Solicitation.

## Regional Freight System

The regional freight system is composed of interconnecting transportation modes, some of which are unique to freight and some which overlap with passenger travel modes. There are five distinct modes of freight transportation: highway trucks, railroads, river barges, air freight, and pipelines. Combined with intermodal or warehouse/distribution terminals and supporting

infrastructure these modes of transportation comprise the regional freight system, known as the Metropolitan Freight System.

### Key Changes from 2040 TPP

- E-commerce has become an increasingly important segment of freight movements and deliveries of goods to homes. The [Urban Freight Distribution Study](#) focused on e-commerce trends and impacts or opportunities of last-mile parcel deliveries in regional communities. The study notes that as urban deliveries become more common local communities are encouraged to create curb management policies, consider delivery needs in their complete streets planning and identify microhubs for last mile parcel distribution in addition to other recommendations.

## Pedestrian System

The Council coordinates with local partners on pedestrian issues and trends, and aids in funding for pedestrian needs in a variety of ways.

### Key Changes from 2040 TPP

- In previous TPPs pedestrian and bicycle travel were combined into one chapter and discussed together. The pedestrian system is now discussed and considered as an independent investment section of the 2050 TPP.
- To address rising pedestrian danger on our streets, the Council undertook a study to create the [Pedestrian Safety Action Plan](#), which was released in 2022. This plan includes analysis of crash trends in the region, recommendations of actions to take to increase pedestrian safety, and a weighted crash score on every road in the region to aid in future safety planning and project prioritization. Communities are encouraged to incorporate the plan's findings into the pedestrian elements of their comprehensive plans.

## Travel Demand Management

Travel demand management (TDM) is the application of strategies, programs and policies to increase the efficiency of transportation systems by reducing travel demand, or redistributing this demand in space or in time. These initiatives are intended to inspire new travel habits to support infrastructure investments and a more efficient use of the transportation system by reducing the demand for personal vehicle trips.

### Key Changes from 2040 TPP

- TDM has its own dedicated investment plan and discussion in the 2050 TPP, which is completely new to the plan. This section describes key partners in TDM in the region and identifies roles and responsibilities for these partners. As a result of this new investment plan, local communities are being asked to discuss how they include travel demand management strategies in their local plans, since some of them have relationships to land use controls and ordinances.
- The Council conducted the Regional Travel Demand Management Study that concluded with the [Regional Travel Demand Management Action Plan](#) in 2023. The Action Plan outlines a structure for a regional TDM program to implement and operationalize

strategies, programs and incentives that achieve reductions in single-occupant vehicle trips, vehicle-miles traveled, and greenhouse gas emissions through travel behavior change. The Action Plan is summarized in the 2050 TPP Travel Demand Management Investment Plan.

## **System Plan Considerations Affecting Your Community**

Your community should consult the complete TPP in preparing its local comprehensive plan. In addition, your community should consult Imagine 2050 and the current version of the Metropolitan Council's Local Planning Handbook (LPH) for specific information needed in its comprehensive plan. Specific system plan considerations affecting your community are detailed below.

### **Regional Highway System**

There are principal arterials located within your community:

- US Highway 10
- US Highway 169

### **Regional Transit System**

Your community is located within the following Transit Market Areas: TMA 2 Emerging and TMA 3.

- TMA 2 Emerging: Primarily emerging market areas in locations with significant pockets of higher density, but conditions in the surrounding area still limit the success of local transit. These areas should be a focus for future development that will connect them with areas of higher transit intensity, specifically looking at extensions of existing routes or connections.
- TMA 3: Primarily mainly lower density Urban Edge and Suburban communities. It is characterized by lower density and less transit-supportive street networks and land use but with some pockets of denser development. Transit service in this market area includes suburban local routes, express and commuter service, and non-regular route transit services, usually dial-a-ride, providing basic transportation access.

Your community is located within the Transit Capital Levy District.

Your community should acknowledge in your local comprehensive plan existing transitway and planned investments for your community in the TPP. The transitways with a mode and alignment identified located within your community are: Northstar Commuter Rail.

### **Regional Aviation System**

All communities must include an aviation element in the transportation sections of their comprehensive plans. The degree of aviation planning and development considerations that need to be included in the comprehensive plan varies by community. Even those communities not impacted directly by an airport have a responsibility to include airspace protection in their comprehensive plan. The protection element should include potential hazards to air navigation

including electronic interference. Local comprehensive plans can also begin to consider other aviation uses which do not take place at airports, like drones.

Local communities should also consider other facilities which may generate aviation activity, such as heliports or private air facilities. To see all aviation facilities in the region including those that are not defined as a part of the regional aviation system, refer to Figure 6 of the *Aviation System Plan*.

## Regional Bicycle Planning

The RBTN is depicted on Figure 2 of the *Bicycle Investment Plan*. The network consists of Tier 1 and Tier 2 corridors and alignments. These are not intended to be the only bicycle facilities in the region, and local units should also include local network plans in their communities.

In your community there are 3 RBTN corridors and 1 alignment. Your community should incorporate the RBTN map within your local bicycle plan maps and use your comprehensive planning process to identify suitable alignments within and along the RBTN corridors for future incorporation into the TPP. In addition, agencies should plan their local on and off-road bikeway networks to connect to the designated Tier 1 and Tier 2 alignments, as well as any new network alignments within RBTN corridors to be proposed in local comprehensive plans. Bikeway projects that complete segments of, or connect to, the RBTN are given priority for federal transportation funds through the Transportation Advisory Board's biannual regional solicitation.

In your community there is one or more identified bicycle barrier crossings. To determine which regional bicycle barriers and prioritized barrier crossing improvement locations occur within your community, please review the [Regional Bicycle Barriers Online Map](#). The tiered crossing improvement locations are used as one alternative criterion in the Regional Solicitation to distribute federal transportation funds. Communities are encouraged to analyze and address the need for new bicycle barrier crossings or improved bicycle facilities at existing barrier crossings.

## Regional Freight Planning

The Council encourages all local governments to plan for freight movement in their communities. Trucks are the major mode of freight movement in the region and across the nation to distribute consumer goods as well as move manufactured goods and commodities, and they operate in every community.

The Metropolitan Freight System and the National Highway Freight Network are shown in Figures 1 and 5 of the *Freight Investment Plan*, respectively. The following freight facilities are in your community: an active freight railroad and US Highway 10. These networks and facilities should be incorporated into your local comprehensive plan. The local plan should also plan for compatible adjacent land uses, consider last-mile freight delivery needs and curb management strategies for local deliveries, if applicable. Refer to the *Urban Freight Distribution Study* for specific guidance on how to consider e-commerce and local deliveries on the local transportation system.

## **Other Transportation Policy Plan Considerations**

### **Pedestrian Planning**

The Council encourages local governments to address pedestrian needs for transportation in their local comprehensive plans. The necessary planning for pedestrians can be done within your community's comprehensive plan. An adopted pedestrian, active transportation, or multimodal plan can be included as an addendum to or in addition to the comprehensive plan. This planning should also include ensuring your local community has a current ADA self-evaluation that covers the public rights-of-way for transportation. Agencies with 50 or more employees must also have an adopted ADA transition plan, not just a self-evaluation.

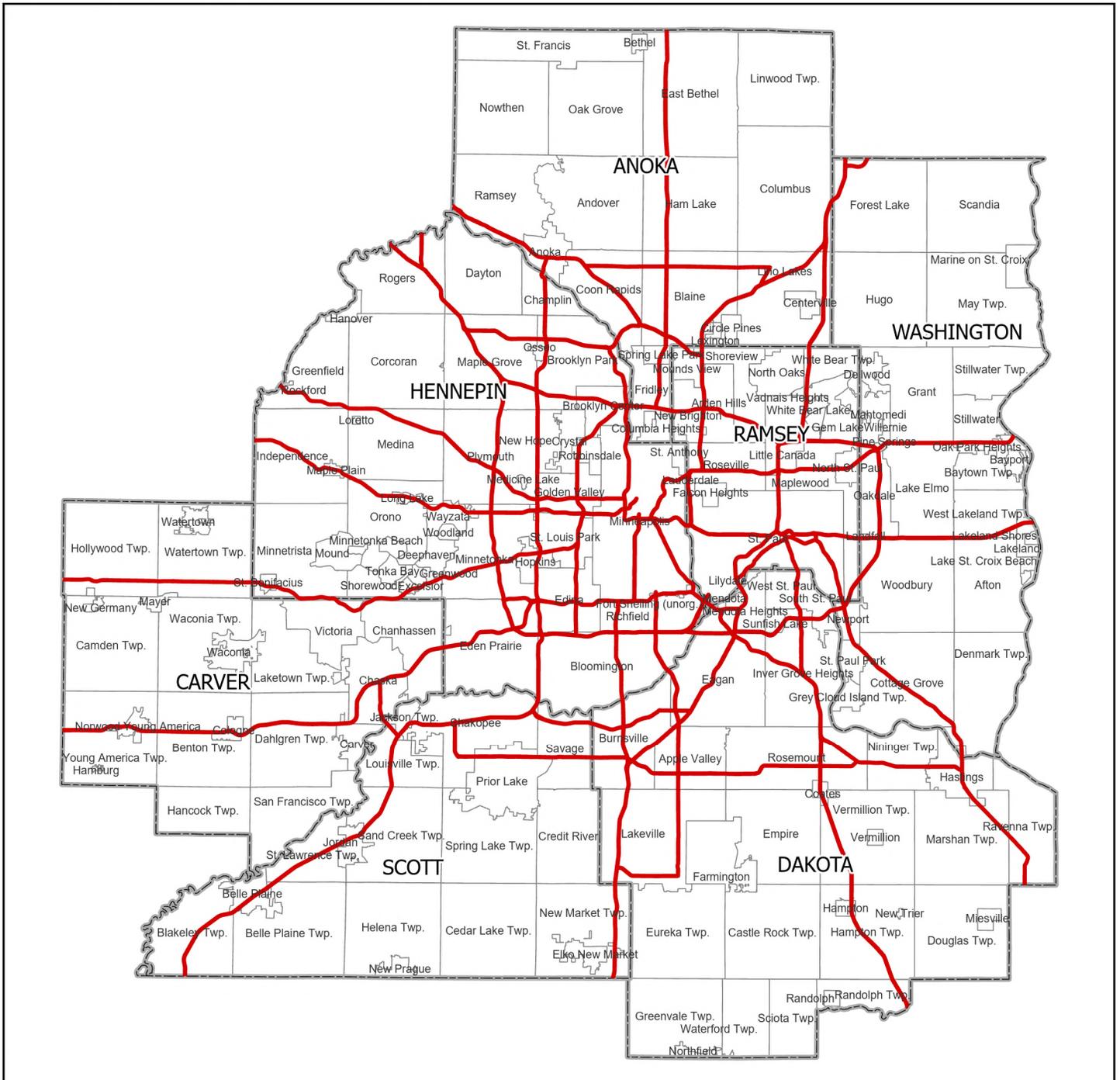
### **Travel Demand Management**

The Council encourages local governments to address travel demand management needs for areas which experience traffic congestion. Your community is served by Anoka County TMO. Local governments should identify the transportation management organization which serves their community and describe any policies, ordinances, practices or programs in place which would aid in regional TDM work in their local comprehensive plans.

### **Greenhouse Gas Emissions**

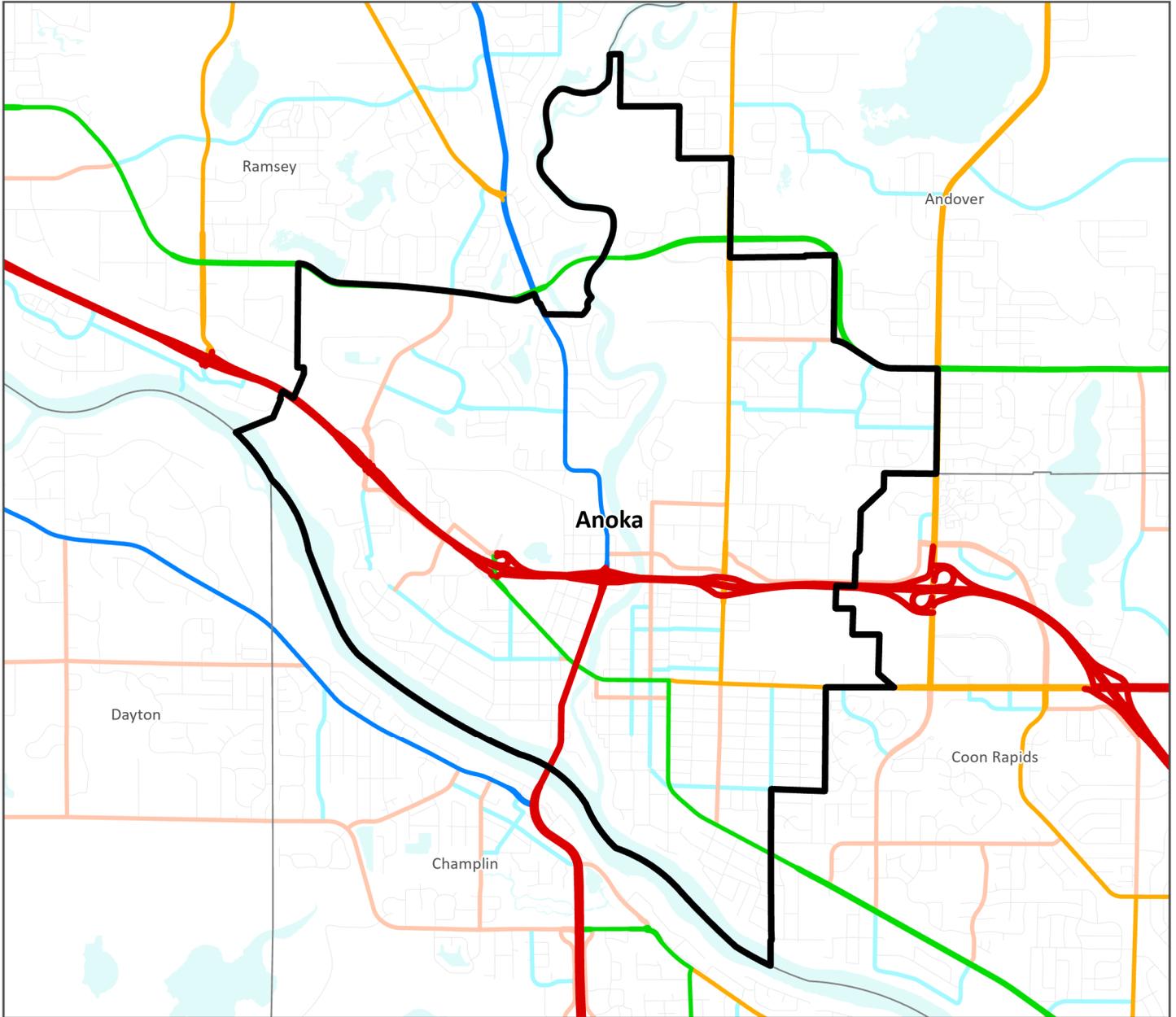
State law directs the Minnesota Department of Transportation to establish targets to meet greenhouse gas (GHG) emissions reduction for the seven-county metro to reach net-zero emissions in the transportation sector by 2050. Your community must include plans or strategies to limit GHG emissions on the surface transportation system in your comprehensive plan to meet the designated regional targets.

# Principal Arterial Highways



— Principal Arterial Roads

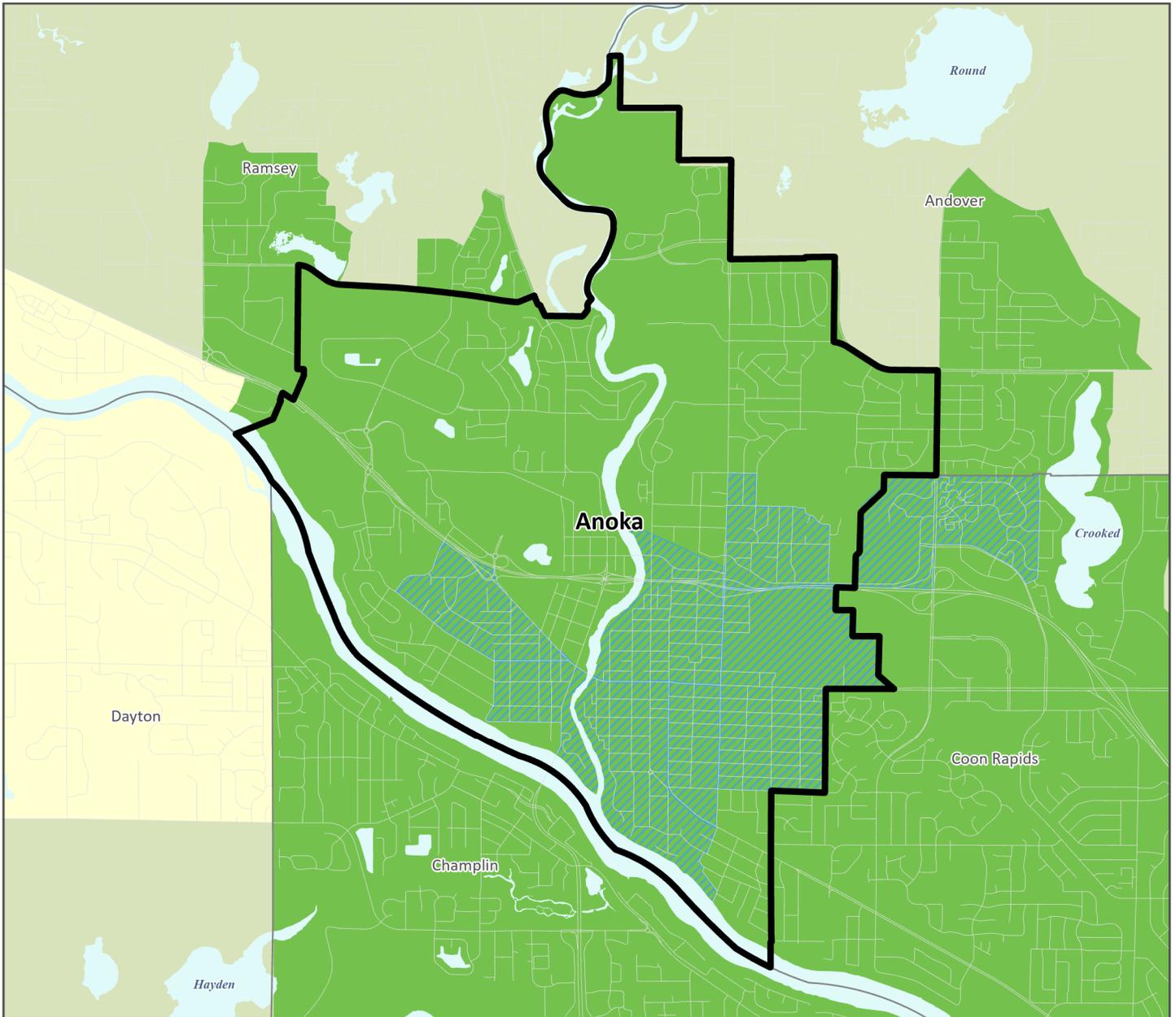
# City of Anoka Functional Class - All Roads



**Functional Class**

- Principal Arterial
- Minor Arterial Augmentor
- Minor Arterial Reliever
- Minor Arterial Expander
- Minor Arterial Connector
- Major Collector
- Minor Collector
- Local Roads

# City of Anoka Transit Market Areas

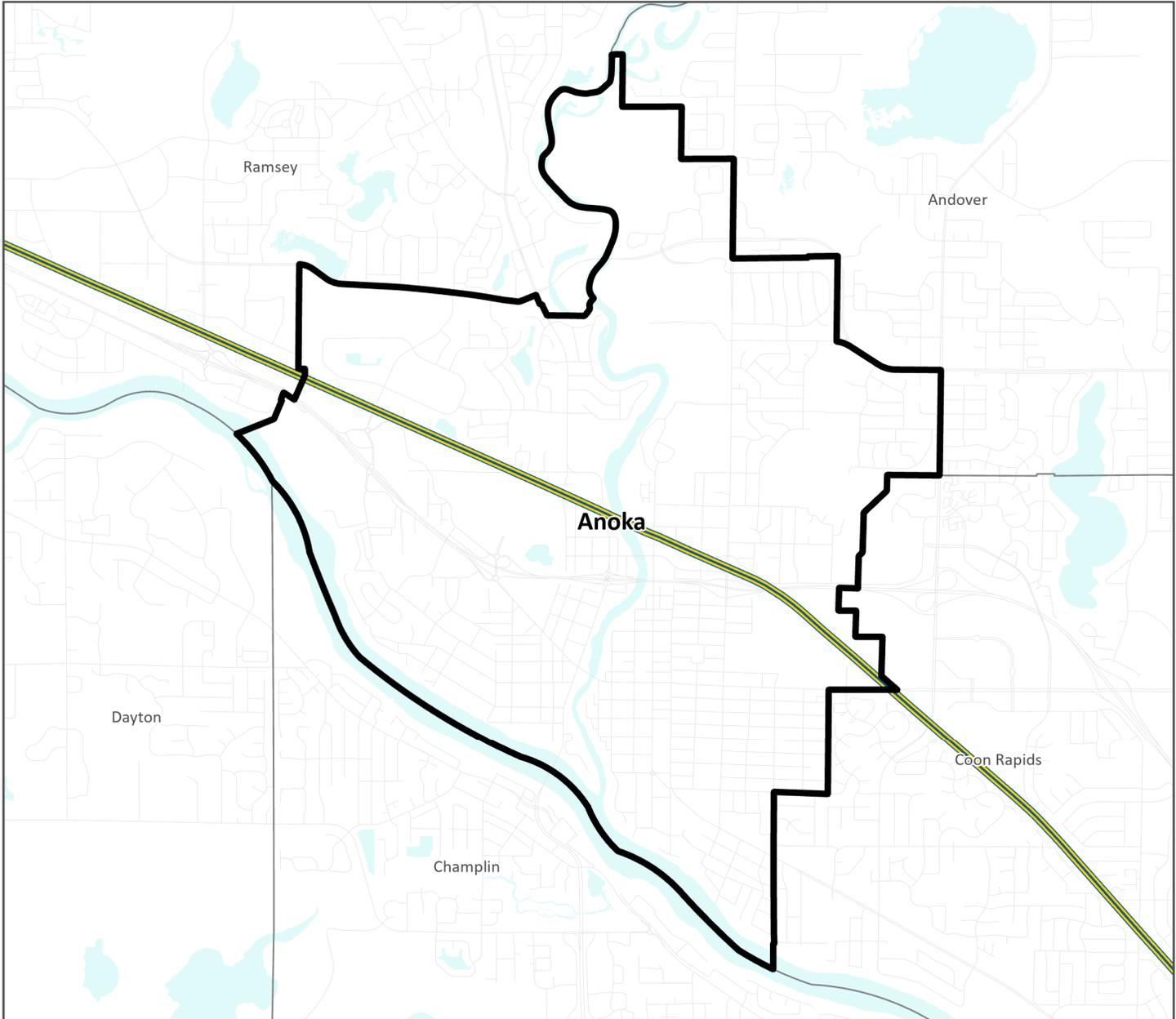


## Transit Market Areas

- TMA 1
- TMA 2
- Emerging TMA 2
- TMA 3
- Emerging TMA 3
- TMA 4
- TMA 5

Freestanding Town Center

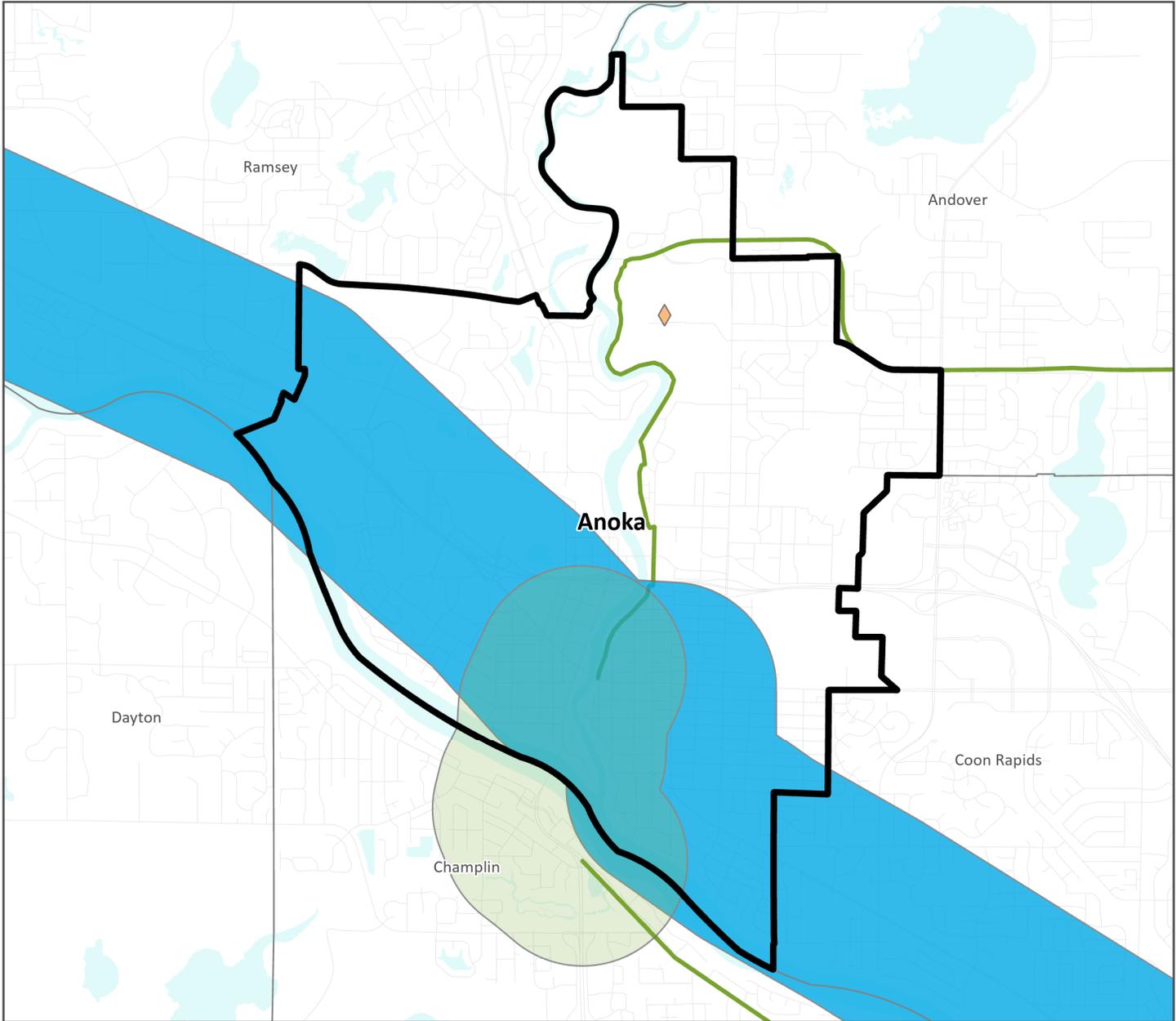
# City of Anoka Current Transitways and High Frequency Bus Network



## Existing Transitways

-  A Line
  -  C Line
  -  D Line
  -  Blue Line
  -  Green Line
  -  Northstar
  -  Orange Line
  -  Red Line
  -  Gold Line
-  High Frequency Network

# City of Anoka Regional Bicycle Transportation Network



**Alignments**

- Tier 1
- Tier 2

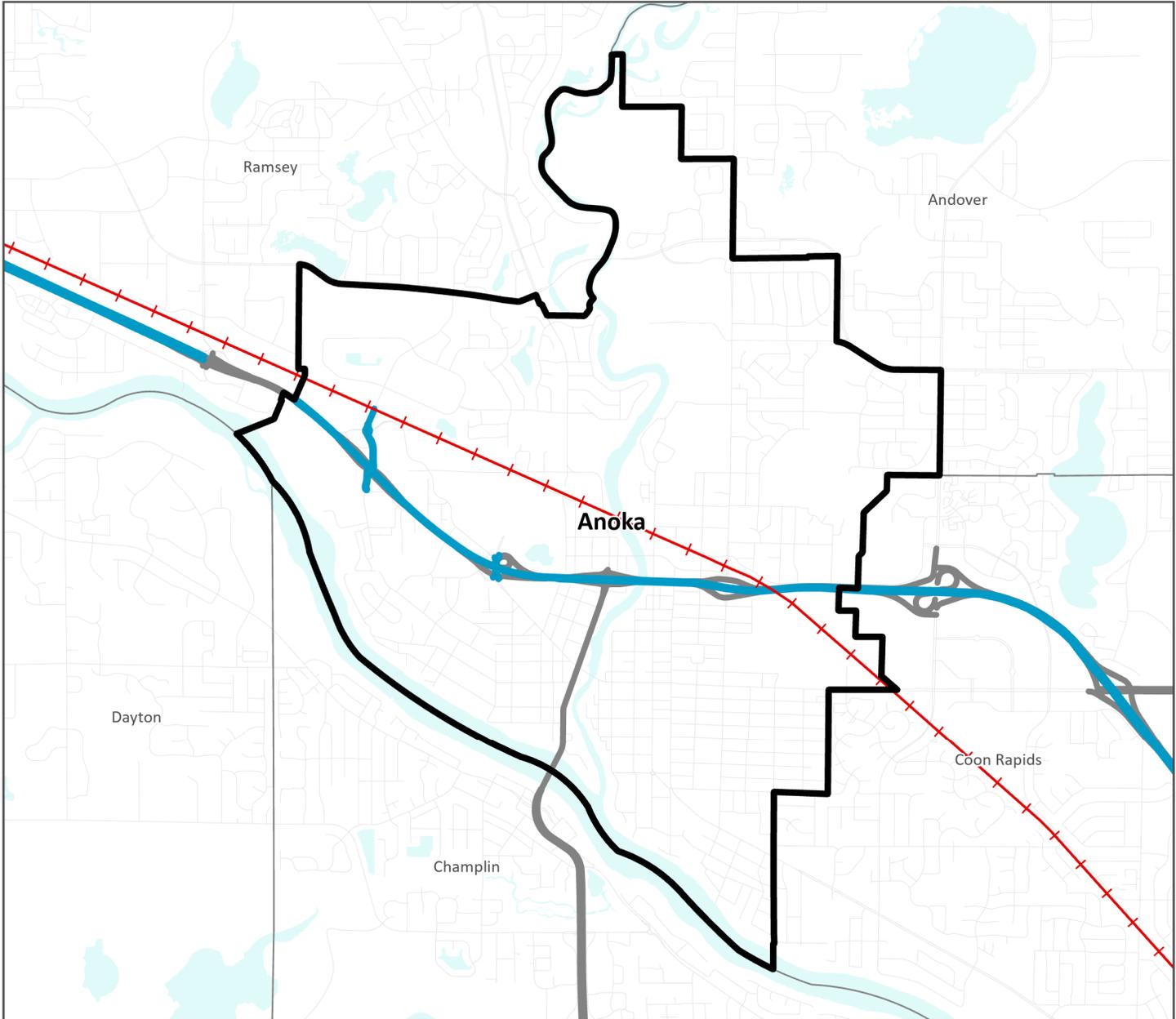
**Corridors**

- Tier 1
- Tier 2

**Regional Destination Subgroup**

- Metropolitan Job Centers (> 50,000 Jobs)
- Regional Job Centers (15,000 - 50,000 Jobs)
- Subregional Job Centers (7,000 - 15,000 jobs)
- ◆ Colleges & Universities (>2,000 Students)
- ◆ Large High Schools (> 2,000 Students)
- Major Sports & Entertainment Centers
- ▲ Regional Parks (> 400,000 visits/year)

# City of Anoka Metropolitan Freight System



### Terminal Type

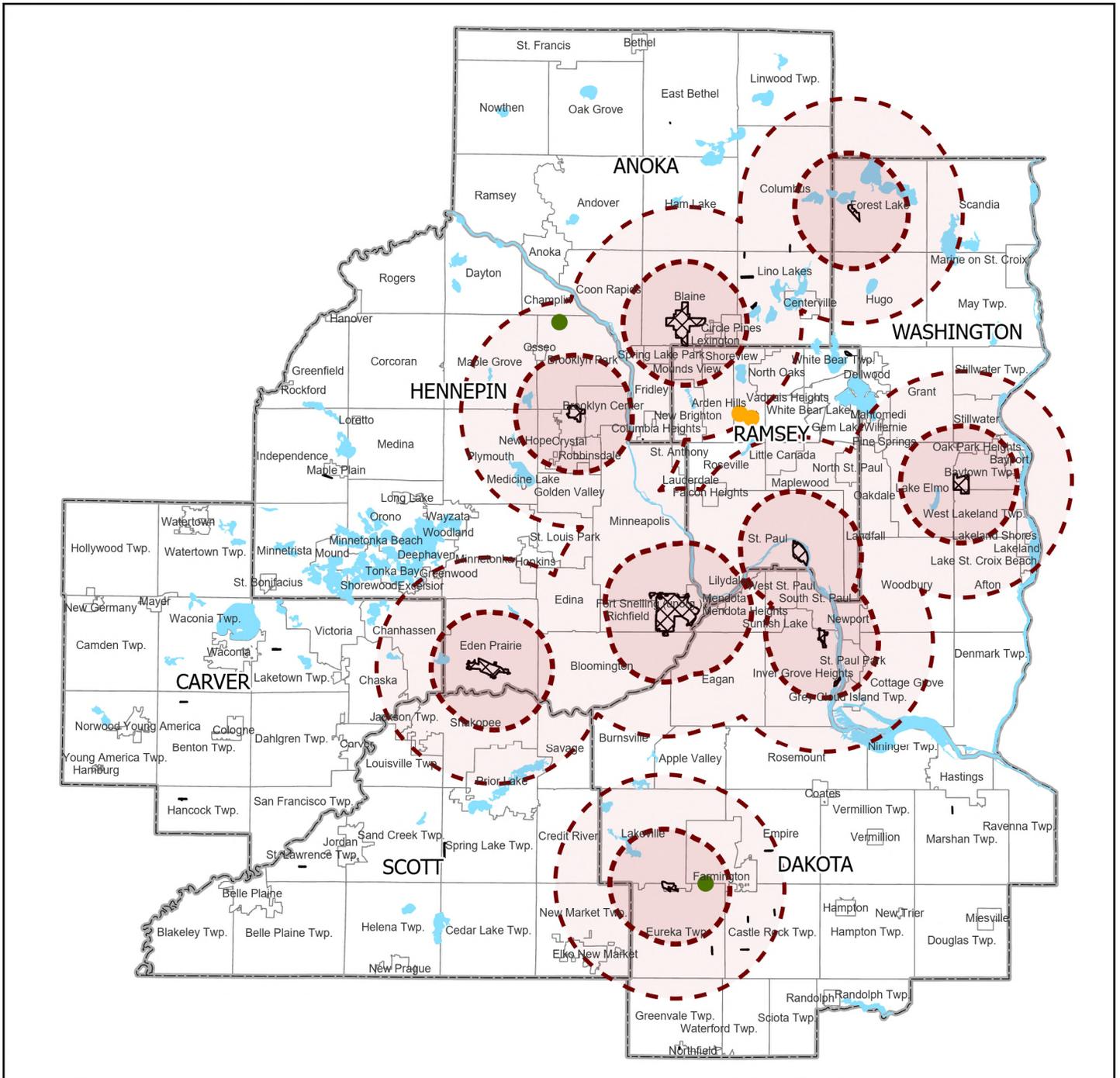
-  Airport Terminal
-  Pipeline
-  Rail Terminal - Container
-  Rail Terminal - Non Container
-  River Terminal
-  Trucking Terminal / Warehouse

### Railroad Class

-  Class I Railroads
-  Class III Railroads

-  Primary Highway Freight System
-  Non-Primary Highway Freight System Interstates
-  Critical Urban and Rural Freight Corridors

# Regional Aviation System and Airport Influence Areas



- Tall Tower
- VOR
- 3 Mile Airport Influence Area - Noise, Zoning, Infrastructure
- 6 Mile Airport Influence Area - Landfills, Wind Towers
- Airport Land Area
- Aircraft Permitted Water

# 2025 WATER RESOURCES SYSTEM STATEMENT CITY OF ANOKA

## Water Policy Plan Overview

The 2050 Water Policy Plan includes policies and strategies to achieve four objectives that support our regional goals:

- **CLIMATE:** The region's waters and water services are protected from and made resilient to the ongoing and future effects of climate change.
- **INVESTMENTS:** Water protection, planning, management, and infrastructure investments are optimized to ensure public and ecosystem health are fully protected now and for future generations.
- **HEALTH:** Natural waters, source waters, water services, and infrastructure are managed, restored, and enhanced to protect public and ecosystem health that ensures a high quality of life in the region.
- **EQUITY:** The benefits of clean and abundant water and water services are defined by local needs and environmental context, accessible, and justly shared by all residents and communities.

These objectives help to protect our region's groundwater and surface water, ensure the sustainability of water sources and utility service providers, support public and ecosystem health, and promote a thriving economy, sound development decisions, and a high quality of life for all who call this region home.

The Water Policy Plan strives to generate innovative actions, including water reuse, resource recovery, and nature-based approaches, that have multiple benefits at both the local and regional scales. Additionally, the plan includes policies and strategies to address the impacts of climate change, equitable access to water benefits, and water sector workforce concerns. The region has a strong history of water planning and management, and the 2050 Water Policy Plan continues this tradition. It progresses our organization and the region to ensure clean and abundant water for current and future generations.

## Key Concepts

Adopted by the Metropolitan Council in February 2025, the 2050 Water Policy Plan - including the regional water policies, Wastewater System Plan, and the Metro Area Water Supply Plan - outline the conditions for regional wastewater service, surface water management, and water supply planning. Local comprehensive plans shall conform to these conditions. The Policy Plan incorporates the following changes:

## **Integrated Planning (next steps)**

The Water Policy Plan is a guide for managing wastewater, water supply, surface waters, and groundwater. It takes an integrated approach to water planning and management from local to federal and Tribal levels, which helps to ensure a clean and plentiful water future. Water planning organizations need to work together to address issues that transcend political boundaries to achieve holistic water management.

## **Subregional Approach to Planning**

The Met Council is committed to continuing and broadening the subregional approach to integrated water planning. Subregional groups will be expanded to include stakeholders from Tribal Nations, state agencies, county planning staff, municipal public works and planning staff, watershed organizations, non-governmental organizations, and others who want to participate in discussions about localized, integrated water concerns.

## **Water Equity**

The Water Policy Plan prioritizes equitable access to clean water and water services, especially for historically marginalized communities. Reaching these outcomes requires initiatives such as prioritizing investments in overburdened communities, addressing historical harms, creating accessible information and communications, and including diverse perspectives of community members in water planning and management decisions.

## **Climate and Natural Systems**

The Water Policy Plan includes climate and natural systems objectives, policies, and actions, which guide the Met Council and communities to employ approaches that lead to sustainable water and water services. This includes building water resiliency, limiting risks, and benefiting a growing and a thriving economy through convening partners, new tools and technologies, water conservation and protection efforts, and water planning and technical assistance.

## **Considerations Affecting Your Community**

### **Regional Sewer Service**

The treatment of wastewater is foundational to ensure public health and protect the region's natural environments. Reclamation of water and byproducts from the wastewater treatment process can help our region meet sustainability and climate goals. To operate and steward the regional wastewater system, it is essential for the Met Council to understand local conditions, identify current and future needs, and take innovative approaches to address the region's water sustainability challenges.

Local governments are required to submit both a wastewater plan element to their comprehensive plan and a comprehensive sewer plan describing service needs from the Met Council (Minnesota Statutes 473.513). A complete list of requirements for the comprehensive sewer plan, depending on wastewater service methods in your community, can be found in the Water Resources section of the [Local Planning Handbook](#).

## Forecasts

The forecasts of population, households, employment, and wastewater flows for Anoka can be found on your Community Page in the Local Planning Handbook. These forecasts are for sewer development. The sewer forecasts were estimated using Met Council's census block forecast data, individual and communal sewage treatment system data, Sewer Availability Charge (SAC) data, annual city reports, current trends, existing and future local wastewater service areas and other municipal information. The wastewater flows are based on historical wastewater flow data, future wastewater generation rates, and the sewer population and employment forecast data.

The Met Council will use these growth and wastewater flow forecasts to plan future regional wastewater conveyance and treatment system improvements needed to serve your community.

Anoka, through its comprehensive planning process, must decide the location and staging of development, and then plan and design its local wastewater collection system to serve this development.

## Wastewater Service

Metropolitan Council Environmental Services (Environmental Services) designs, constructs, and operates the regional wastewater system (Metropolitan Disposal System): a publicly owned system of regional sanitary sewers and water resource recovery facilities (wastewater treatment plants), for the conveyance, treatment and disposal of domestic waste, industrial waste and other waste from residential, commercial, institutional, and industrial users in the metropolitan area. The regional wastewater system currently serves 111 communities and through its work it protects public health, protects the environment, and fosters the economic growth of the seven-county Twin Cities Metropolitan Area.

A Regional Sanitary Sewer System map is provided to assist in the completion of your community's comprehensive sewer plan. The map shows Environmental Services' wastewater infrastructure located within your community's boundaries, if your community is provided regional wastewater service.

A complete list of items required for inclusion in your community's comprehensive sewer plan, depending on wastewater service methods in your community, can be found in the Local Planning Handbook. A comprehensive plan will be found incomplete for review if all submittal requirements are not met.

If your community has multiple methods of wastewater service (including regional service, local (municipal) wastewater treatment system, private communal systems, and/or subsurface sewage treatment systems), review the information in each corresponding section and refer to the Local Planning Handbook for a complete list of requirements that must be included in the comprehensive sewer plan for these systems. We strongly encourage you to include this information in a water chapter of your comprehensive plan.

## **Areas Served by the Regional System**

Current wastewater treatment services are provided to the City of Anoka by Environmental Services. Wastewater generated within the City is conveyed by Met Council Interceptors 7034, 7707, 7707A, 8751, and 8362-299 and treated at the Metropolitan Water Resource Recovery Facility in St. Paul.

### **Regional Inflow and Infiltration Program**

The Met Council is continuing implementation of its inflow and infiltration (I/I) reduction program and will continue to establish I/I goals for all communities discharging wastewater to the regional wastewater system. Communities that have excessive I/I in their sanitary sewer systems will be required to eliminate the excessive I/I. Those communities will be required to submit a work plan that details work activities to identify and eliminate I/I sources from both municipal and private sources. The Met Council will not design future regional sanitary sewer improvements or water resource recovery facilities to handle peak hourly flows in excess of the allowable rate for your community. Increases in service may be limited in communities that do not demonstrate progress in reducing excess I/I.

Two grant programs are currently available for communities with excessive I/I in their sanitary sewer systems: The Municipal Inflow and Infiltration Grant Program and the Private Property Inflow and Infiltration Grant Program. It is recommended that communities review these programs and determine if participation fits into their I/I work plan. The Municipal Inflow and Infiltration Grant Program is based on annual legislative action and funding amount and availability may vary year to year.

## **Areas Served by Local Wastewater Treatment System**

The requirements of this element do not apply because Anoka does not have a local wastewater treatment system.

## **Areas Served by Private Communal Treatment Systems and Subsurface Sewage Treatment Systems**

Small private communal treatment systems are located throughout the metropolitan region: The Met Council's position is that private communal wastewater treatment systems should only be permitted if they are in areas not programmed for regional sewer service in the future and they are provided for in a community's comprehensive plan. The community is responsible for permitting all private communal or cluster wastewater treatment systems consistent with Minnesota Rules Chapter 7080-7083 and MPCA standards. The Met Council will not provide financial support to assist communities if these systems fail.

Communities with SSTs must adopt a management program consistent with current MPCA regulations (Minn. Rules Chapter 7080-7083). A description of the management plan and

current SSTS ordinance must be included in the community's local comprehensive plan update.

A complete list of requirements for the local comprehensive sewer plan can be found in the Local Planning Handbook. A comprehensive plan will be found incomplete for review if all submittal requirements are not met.

## **Surface Water Management**

The metro region consists of hundreds of miles of rivers, streams, thousands of acres of wetlands, and nearly a thousand lakes. These surface waters define our region. They are where we play, exercise, find peace, and celebrate with friends and family. They support the region's ecosystems and biodiversity. They provide drinking water for the region's residents and energy for industry. They are critical transportation corridors and places to recreate, fueling local economies. Yet these waters are threatened by complex issues like ongoing pollution stress, climate change, and unsustainable development pressures. Comprehensive community planning includes surface water planning to ensure the region's residents, businesses, and ecosystems can benefit from clean and abundant water.

In 1995, Minnesota Statutes Section 473.859, subd. 2 was amended to make the local water plan (often referred to as local surface water management plans) required by Section 103B.235 a part of the land use plan of the local comprehensive plan. Minnesota Rules Chapter 8410, updated in July of 2015, includes the requirements for local water management plans. All communities in the metro region must update their local water plan between Jan. 1, 2027 and Dec. 31, 2028. This means that Anoka must update its local water plan as part of the comprehensive plan update. The community's updated local water plan should be submitted to the Met Council for its review concurrent with the review by the local watershed management organization.

The Surface Water Features map shows the watershed management organization, Lower Rum River WMO, that has jurisdiction in Anoka.

Failure to have an updated local water plan approved by your watershed management organization will result in the comprehensive plan being incomplete for review. Local water plans shall be submitted to the Met Council for review in the timeframe described above, comments are sent from the Met Council to the appropriate watershed for inclusion in their review and approval of the plan, and finally the plan is approved by the appropriate watershed.

Local water plans must meet the requirements for local water plans in Minnesota Statutes, section 103B.235 and Minnesota Rules Chapter 8410. In general, local water plans need to include a summary of the priorities and problems in the community; structural, nonstructural and programmatic actions to take to address the priorities and problems; and clearly identified funding mechanisms to fix the problems.

More detailed guidance for the local water plans can be found in Appendix A of the [2050 Water Policy Plan](#) and in the Met Council's current Local Planning Handbook.

## Priority Waters List

The Met Council updated its Priority Waters List (formerly Priority Lakes List) in July 2022. This new version includes rivers, lakes, and streams. With more than 950 lakes and hundreds of miles of rivers and streams in the region, waterbodies needed to be prioritized to adequately dedicate staff and financial resources. The Met Council uses the Priority Waters List to focus its limited resources. The list is also used in the environmental review process. The Surface Water Features map and Priority Waters List table show the priority waters for Anoka.

When using this Priority Waters List, for projects near a specific waterbody, we recommend you connect with local residents to understand how they value and interact with the waterbody. The Twin Cities region is home to many diverse communities with different cultural and personal relationships to water, so it's important to incorporate those perspectives in addition to the Priority Waters List when working on local-scale projects. Communities should identify the Priority Waters and the projects and/or programs that will protect or restore these waters.

The Water Contamination and Impaired Waters map includes any water bodies that are on the Minnesota Pollution Control Agency's 303d Impaired Waters List.

*Table of Priority Waters for the City of Anoka*

Waterbody Type	Name	DNR Lake ID	DNR Kittle Number
River/stream	Mississippi River	---	M
River/stream	Rum River	---	M-063

## Water Supply

Water supply is not a regional system. However, water supply information is required for local comprehensive plan updates to meet statutory requirements and for consistency with regional policy.

To ensure that there is a safe and plentiful supply of water—for a wide range of residential, commercial, institutional, industrial, recreational, and other purposes—it is important to make sure local water supply sources, infrastructure, and planned investments are aligned with planned land use changes.

The Met Council recognizes the local responsibility and authority for water supply planning. However, a regional perspective is also valuable, because the effects of local water supply decisions do not stop at community boundaries. The Met Council provides regional planning, guidance, and resources to support communities and help safeguard our shared water resources.

Water supply plan-related requirements generally include:

- Clearly identifying the locations of water sources and amount of water that is currently used and is planned to be used for things like agriculture, homes, businesses, industries, and other public and private purposes. This includes areas that affect those water sources, such as source water protection areas.

- Creating a program for how to implement local rules and regulations about water supply, including when and how these rules will be developed, adopted, and administered.

Communities served by a municipal community public water supply system must fulfill part of these requirements by attaching a local water supply plan approved by the Minnesota Department of Natural Resources as an appendix to the comprehensive plan.

The Water Supply Considerations map illustrates some key content for your community, including Drinking Water Supply Management Areas, Special Well and Boring Construction Areas, and Priority Waters qualifying as drinking water sources.

We strongly encourage you to include any required information that isn't in the local water supply plan—such as source water protection and privately-owned wells—in a water chapter of your comprehensive plan.

A customized checklist of minimum requirements for your community is included in the Local Planning Handbook, along with resources to help you meet and go beyond minimum requirements.

## **Source Water Protection**

Your comprehensive plan should consider water use (including water supply sources) as part of land use planning, to promote land use practices and development decisions that protect public health for your community and the region. Include information about the location of both groundwater and surface water source water protection areas and their vulnerability for all community public drinking water source(s) within your community's borders and associated contaminant threats. Also include a commitment to collaborate with neighbors on source water protection, when applicable.

## **Privately-Owned Wells and Nonmunicipal Public Water Supply Systems**

Your comprehensive plan should include information about the current and planned use and management strategies for privately-owned wells and nonmunicipal public water supply systems, because people, institutions, and businesses in your community use those sources for a wide range of agricultural, residential, commercial, industrial and/or other nonmunicipal purposes.

If a new municipal community public water supply system is planned by 2050, a water chapter of the updated comprehensive plan should include details about the planned system.

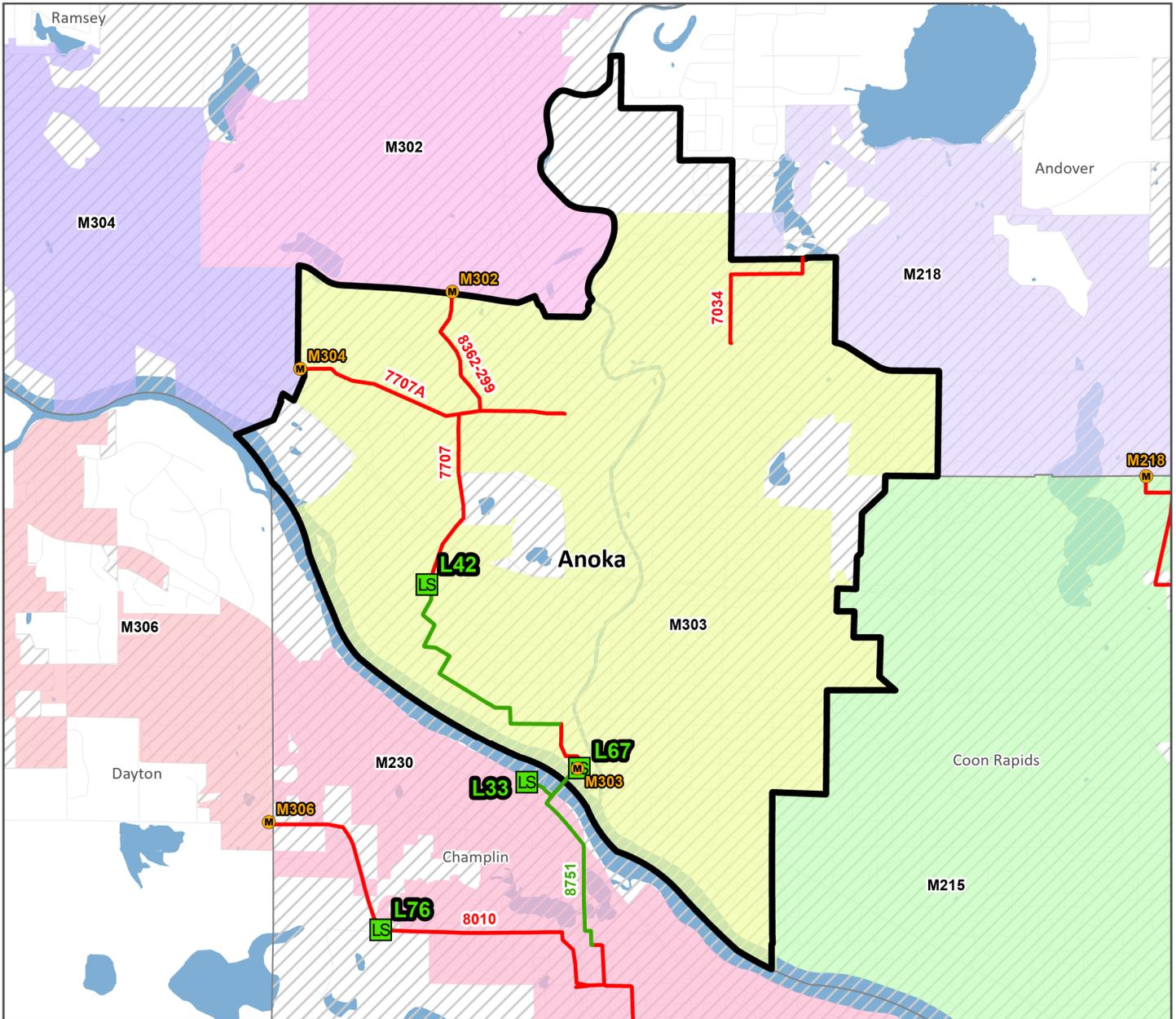
## **Municipal Community Public Water Supply Systems**

### **Water Supply System Information**

Because people, institutions, and businesses in your community get water through a municipal community public water supply system, you must include information about that system and an implementation program in your comprehensive plans, to demonstrate the availability of clean, safe drinking water to meet projected water demand consistent with the Met Council's forecasts.

The Minnesota Department of Natural Resources (DNR)-approved local water supply plan for the municipal public water supplier providing service to your community must be attached as an appendix to the comprehensive plan. To ensure that the DNR-approved local water supply plan is consistent with regional policies and is compatible with adjacent and affected governmental units, you should provide the Met Council and adjacent and affected jurisdictions with the opportunity to review and comment on your draft local water supply plan update. Failure to include an updated local water supply plan approved by the DNR will result in the comprehensive plan being incomplete for review until the required plan is submitted to the Met Council.

# City of Anoka Regional Sanitary Sewer System



- Meters
- Lift Station

### Regional Sewer

- Gravity
- Forcemain

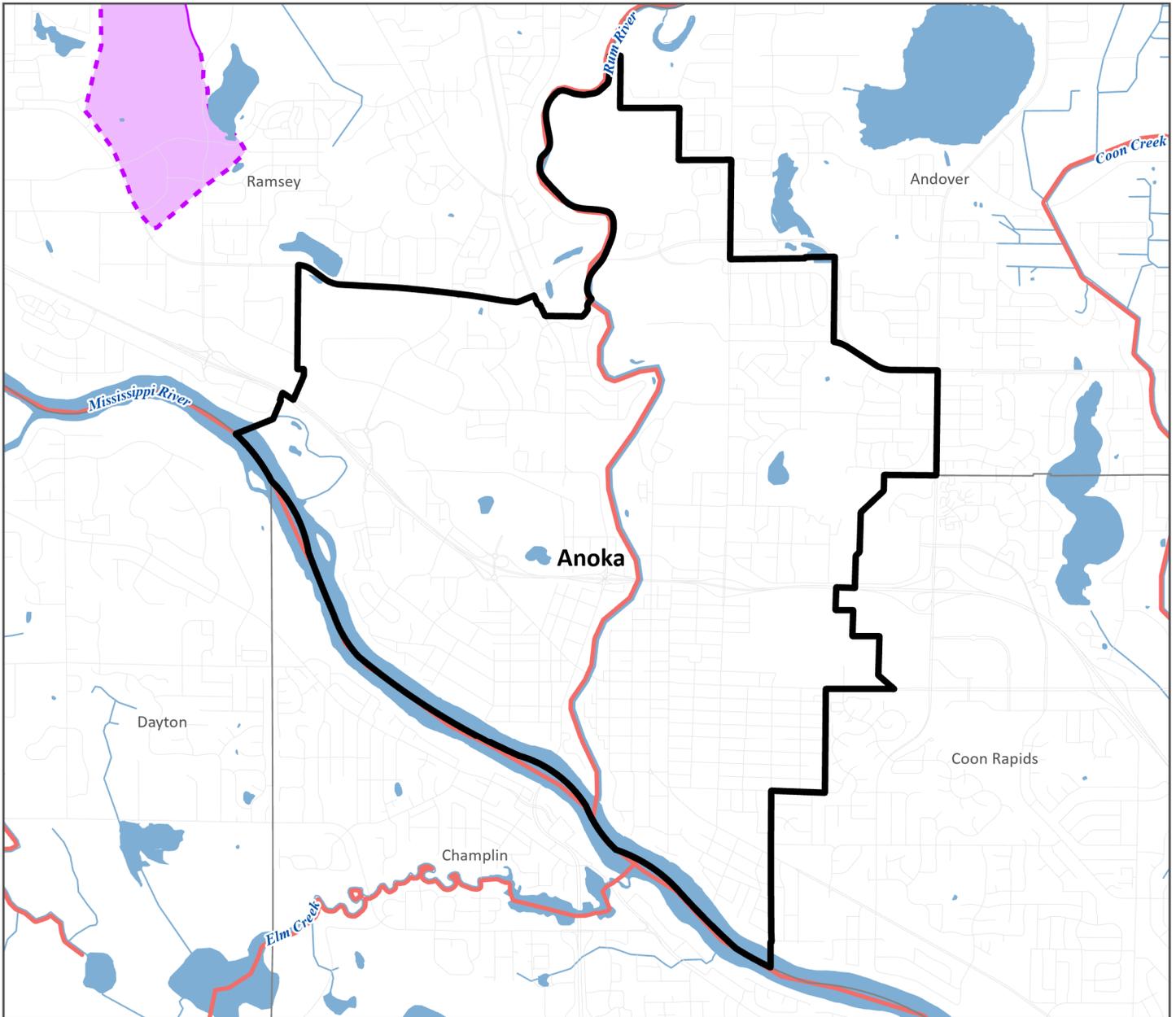
2050 MUSA

### Sewer Service Areas

To Meter M###	Not Served
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# City of Anoka

## Water Contamination and Impaired Waters



### Minnesota Groundwater Contamination Atlas

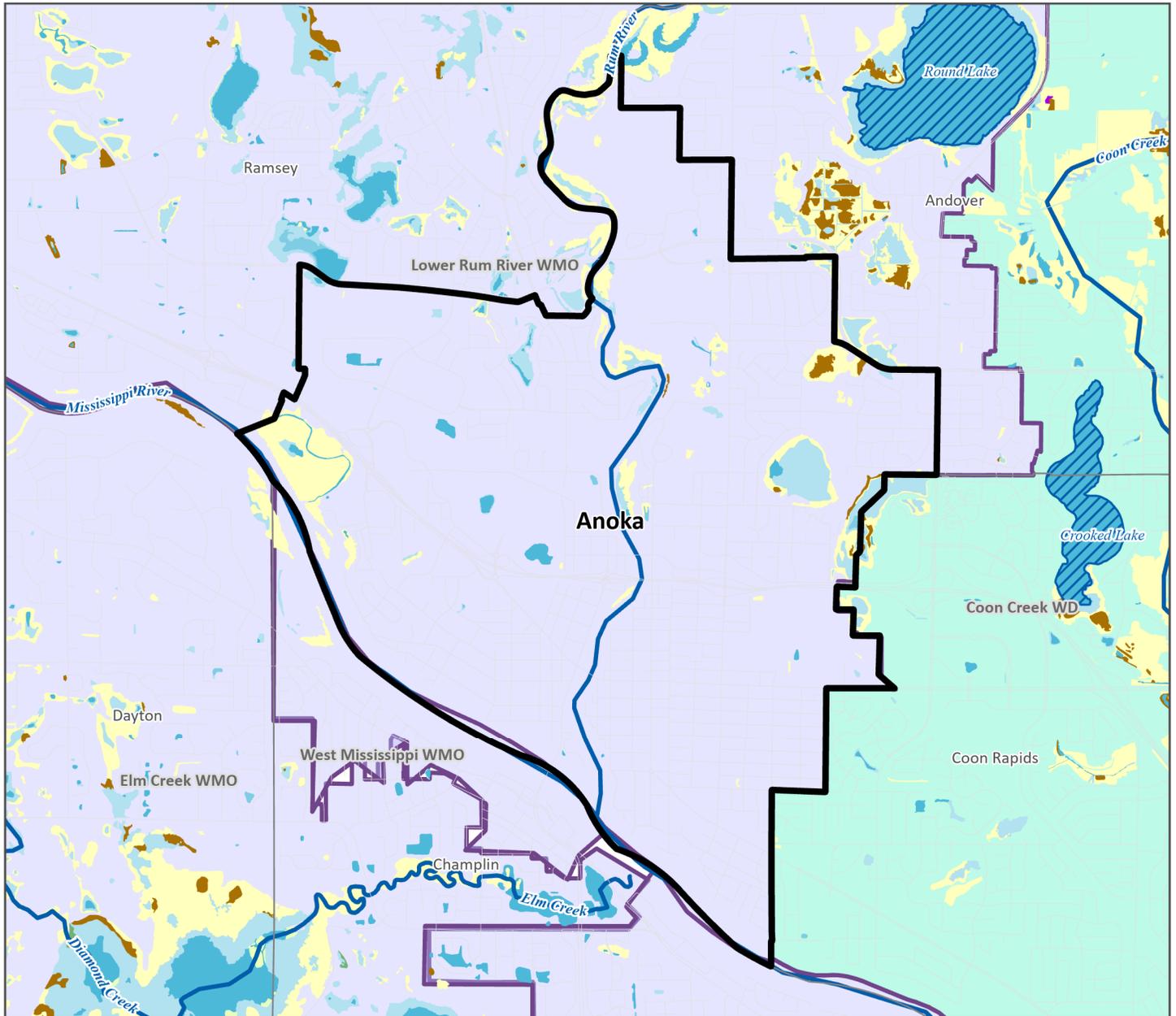
-  High Confidence Boundary
-  Low Confidence Boundary
-  Groundwater area of concern \*

### Minnesota's 2024 Impaired Waters List

-  Impaired Rivers or Streams
-  Impaired Lake

\* darker shades of purple represent multiple overlapping areas of concern

# City of Anoka Surface Water Features



### Watershed Management Type

-  County Administered Planning
-  Watershed District (WD)
-  Watershed Management Organization (WMO)

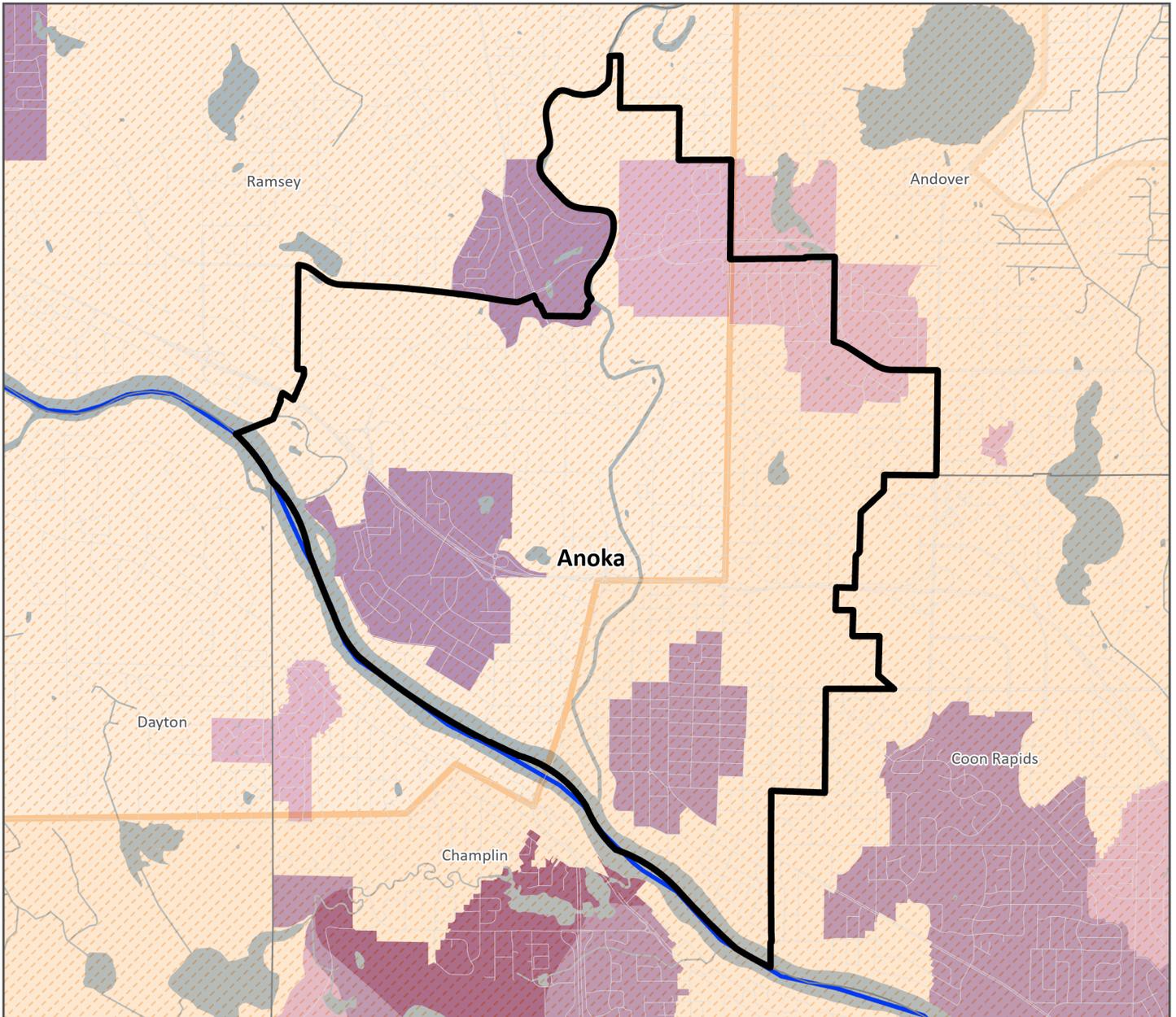
### Wetland Type

-  Seasonally Flooded Basin or Flat
-  Wet Meadow
-  Shallow Marsh
-  Deep Marsh
-  Shallow Open Water
-  Shrub Swamp
-  Wooded Swamp
-  Bog

### Priority Water

-  Priority River or Stream
-  Priority Lake

# City of Anoka Water Supply Considerations



### Drinking Water Supply Management Areas for Groundwater (DWSMA)

- High Vulnerability
- Moderate Vulnerability
- Low Vulnerability

### Drinking Water Supply Management Areas for Surface Water (DWSMA)

- Surface Water DWSMA Priority Area A
- Special Well and Boring Construction Area
- Priority river or stream qualifying as a drinking water source
- Priority lake qualifying as a drinking water source

# REGIONAL PARKS AND TRAILS SYSTEM STATEMENT CITY OF ANOKA

## Overview of the Regional Parks and Trails System

The Regional Parks and Trails System includes 66 regional parks, park reserves, and special features, plus more than 487 miles of regional trails that showcase the unique landscapes of the region and provide year-round recreation. The Regional Parks and Trails System is well-loved by our region's residents and attracted over 69 million visits in 2023.

The organizational structure of the Regional Parks and Trails System is unique, built upon a strong partnership between the Met Council and the ten regional park implementing agencies that own and operate Regional Parks and Trails System units. The regional park implementing agencies are:

Anoka County	Ramsey County
City of Bloomington	City of Saint Paul
Carver County	Scott County
Dakota County	Three Rivers Park District
Minneapolis Park and Recreation Board	Washington County

The 2050 Regional Parks and Trails Policy Plan advances the Imagine 2050 regional goals and core values including Equity, Leadership, Accountability, and Stewardship by striving to:

- **Foster equity and belonging:** Connect people with nature, community, and cultural landscapes to better support their physical, mental, and emotional well-being
- **Take care of what we have:** Reinvest in existing regional parks and trails to maintain and enhance visitor experiences
- **Protect and restore:** Protect and restore natural systems to safeguard the well-being of all living things
- **Adapt and mitigate:** Increase the region's resilience to climate change through land stewardship practices that mitigate greenhouse gases and adapt to future climates
- **Meet future needs:** Meet the growing demand for regional parks and trails through strategic and timely land acquisition and development.

## Key Concepts in the 2050 Regional Parks and Trails Policy Plan

The 2050 Regional Parks and Trails Policy Plan includes the following policies, each with specific associated strategies:

- **System Plan policy:** Maintain a robust and current set of data, maps, plans, processes, and applications to support regional parks and trails planning.

- **Natural Systems policy:** Identify lands with high-quality natural features and/or with high restoration potential that are desirable for Regional Parks and Trails System activities and put these lands in a protected status so they will be available for recreational uses and preservation purposes in perpetuity.
- **Climate Resilience policy:** Adapt and enhance the Regional Parks and Trails System to promote resilience to climate change, including the mitigation of greenhouse gas emissions.
- **Planning policy:** Promote long-range planning and help provide integrated resource planning across jurisdictions in order to create a seamless system that connects everyone to the outdoors.
- **System Protection policy:** Protect public investments in acquisition and development by assuring that every component in the system is able to fully carry out its designated role.
- **Recreation, Facilities, and Programming policy:** Foster a sense of belonging by providing a wide spectrum of leisure and play opportunities while connecting people, places, and the natural world.
- **Finance policy:** The Met Council administers, provides financial oversight, and collaborates with a range of partners to fund the ten regional park implementing agencies in support of the Regional Parks and Trails System.

The 2050 Regional Parks and Trails Policy Plan is the metropolitan system plan for regional recreation open space with which local comprehensive plans must conform. This system statement highlights the elements of the system plan which apply specifically to your community. Find the complete text of the 2050 Regional Parks and Trails Policy Plan at the following url:

<https://imagine2050.metrocouncil.org/chapters/regional-parks-and-trails>.

## Key Changes in the 2050 Regional Parks and Trails Policy Plan

Adopted by the Met Council in February 2025, the 2050 Regional Parks and Trails Policy Plan incorporates the following changes:

- Unit name changes
  - Anoka County
    - “Northwest Search Area” changed to “Sugar Hills Search Area”
  - Dakota County
    - “Lebanon Hills-Big Rivers Greenway Trail Search Corridor” changed to “Lebanon Hills-Minnesota River Greenway Trail Search Corridor”
    - “Lebanon Hills-Mendota Greenway Regional Trail, Highway 62 segment” changed to “Lebanon Hills Greenway Regional Trail”
  - Scott County
    - “Scott West Regional Trail” changed to “Big Woods Regional Trail”
    - “Minnesota River Bluffs Extension and Scott County Connection Regional Trail” changed to “Merriam Junction Regional Trail”
    - “Louisville Trail Search Corridor” changed to “Merriam Junction Regional Trail”
    - Portion of “Southern Scott Trail Search Corridor” changed to “Shallow Waters Regional Trail”
- Trail refinements

- Three Rivers Park District's Dakota Rail Regional Trail Search Corridor Extension moving the trail terminus from Highway 494 to Minnetonka City Hall
- Three Rivers Park District is transferring a portion of the Lake Minnetonka Regional Trail to Carver County
- Future 2028/2029 system additions process candidates
  - Ramsey County's Rice Creek North Regional Trail Boundary Adjustment adding 2,407 acres to the current 792 acres at the former Twin Cities Army Ammunition Plant
  - Three Rivers Park District's 5.5-mile West Minnehaha Creek Trail Corridor Study Area
  - Dakota County's 58-acre Thompson County Park Study Area in West St. Paul serving the outdoor recreational needs of the more than 50,000 residents who live in the northern portion of Dakota County

The 2050 Regional Parks and Trails System Plan Map is depicted in Figure 1. Anoka should consult the complete 2050 Regional Parks and Trails Policy Plan in preparing its local comprehensive plan. In addition, Anoka should consult Imagine 2050 and the current version of the Met Council's Local Planning Handbook for specific comprehensive plan requirements.

## 2050 Regional Parks and Trails System Units

The Regional Parks and Trails System comprises four main types of units: regional parks, park reserves, special features and regional trails.

- **Regional parks** contain a diversity of natural features, either naturally occurring or restored, and are typically 200-500 acres in size. Regional parks accommodate a variety of outdoor recreation activities. In 2024, a total of 46 regional parks are open to the public.
- **Park reserves**, like regional parks, provide for a diversity of outdoor recreation activities. One major distinguishing feature is that the minimum size for a park reserve is 1,000 acres. Additionally, regional park implementing agencies are required to manage at least 80% of the park reserve as natural lands that protect the ecological functions of the native landscape. As of 2024, a total of 12 park reserves were open to the public.
- **Special features** provide opportunities not generally found in the regional parks, park reserves, or trail corridors. Special features often require a unique managing or programming effort. As of 2024, there are eight special features open to the public.
- **Regional trails:** The Met Council has defined two major types of trails to serve the region: destination or greenway trails and linking trails. Destination or greenway trails typically follow along corridors with high-quality natural features that make the trail itself a destination. Linking trails are predominately intended to provide connections between various Regional Parks and Trails System units. As of 2024, 56 regional trails totaling approximately 487 miles were open for public use.

## 2050 Regional Parks and Trails System Components

The 2050 Regional Parks and Trails Policy Plan identifies five components which together comprise the vision for the Regional Parks and Trails System in 2050, as described below.

- **Existing Regional Parks and Trails System facilities** are open for public use and include land that is owned by regional park implementing agencies. They may include inholding parcels within the boundaries of these parks and trail corridors that have not yet been acquired. Existing regional trails may include planned segments that will be developed in the future.
- **Planned Regional Parks and Trails System facilities (not yet open to the public)** have a Council-approved long-range plan and may be in stages of acquisition and development but are not yet open for public use.
- **Regional Parks and Trails System boundary adjustments** include general areas identified as potential additions to existing Regional Parks and Trails System facilities to add recreational opportunities or protect natural resources. Specific adjustments to park or trail corridor boundaries have not yet been planned.
- **Regional Park and Special Feature search areas** include general areas for future regional parks and special features to meet the recreational needs of the region by 2050 where the regional park boundary has not yet been planned.
- **Regional trail search corridors** include proposed regional trails to provide connections between Regional Parks and Trails System facilities where the trail alignment has not yet been planned.

## System Plan Considerations Affecting Your Community

The following Regional Parks and Trails System Components within Anoka are identified in the 2050 Regional Parks and Trails Policy Plan:

### *Regional Parks, Park Reserves, and Special Features*

- **Rum River Regional Park Search Area:** The comprehensive plan should acknowledge the general location of the Regional Park Search Area as shown in Figure 2. Anoka County will lead a planning process in the future to determine the regional park boundary for this unit which is intended to connect three regional parks along the Rum River, a wild and scenic river.

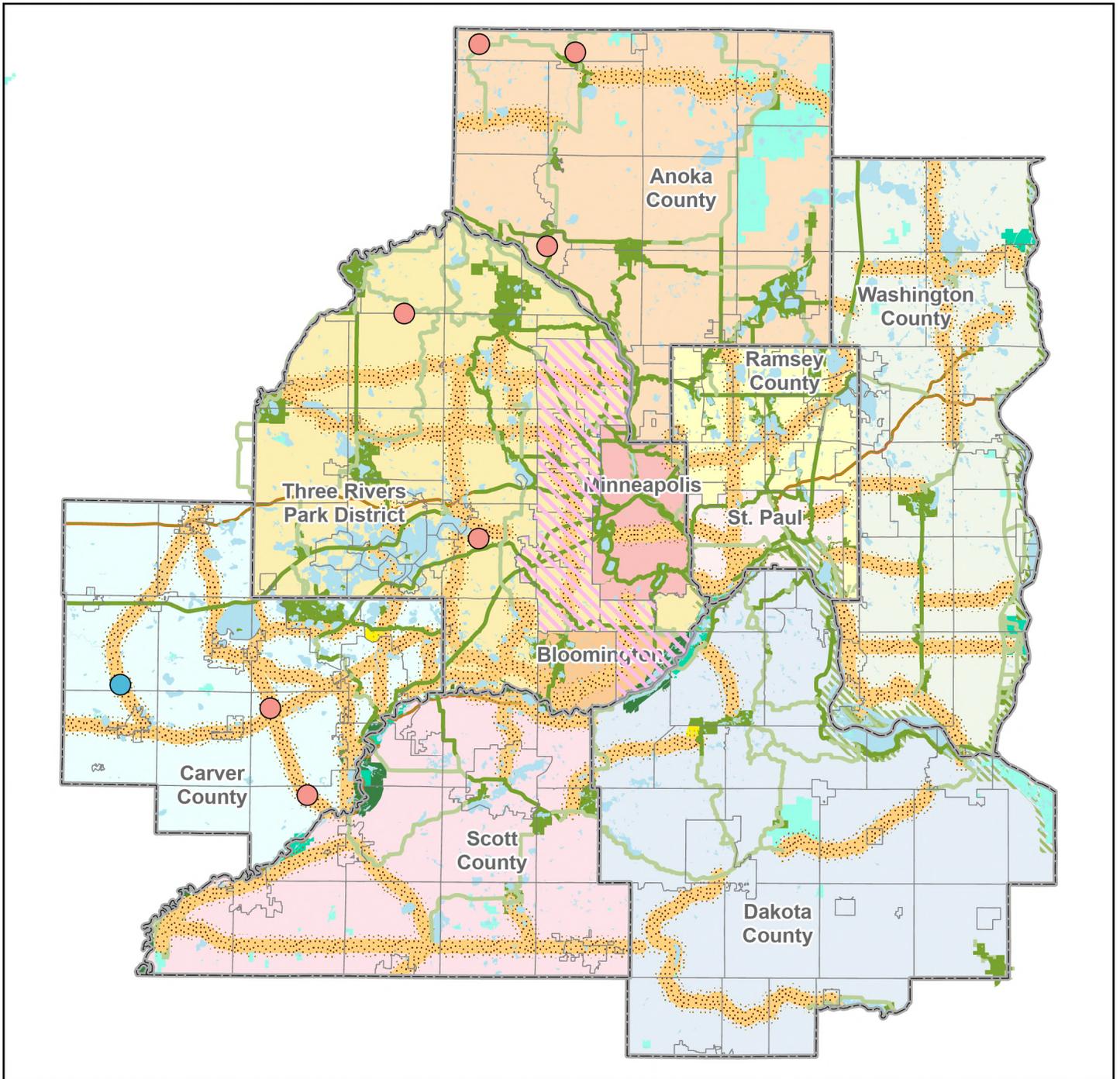
### *Regional Trails*

- **Central Anoka Regional Trail:** This is a regional trail that includes segments that are open to the public as well as planned segments that will be developed in the future. The trail segment that runs through Anoka is open to the public. The regional trail travels through Ramsey, Anoka, Andover, Ham Lake, Blaine, Lino Lakes, and Centerville as it connects Mississippi West Regional Park, Rum River Regional Trail, Bunker Hills Regional Park, East Anoka County Regional Trail and Rice Creek Chain of Lakes Park Reserve. The regional trail alignment as shown in Figure 2 should be acknowledged in the comprehensive plan.
- **Mississippi River Regional Trail (Anoka County):** This is a regional trail that is open to the public. The regional trail travels through Ramsey, Anoka, Coon Rapids, and Fridley as it connects Mississippi West Regional Park, Rum River Regional Trail, Coon Rapids Dam Regional Park, Coon Creek Regional Trail, Rice Creek West Regional Trail, and Riverfront Regional Park. The regional trail alignment as shown in Figure 2 should be acknowledged in the comprehensive plan.
- **Rum River Regional Trail:** This is a regional trail that includes segments that are open to the public as well as planned segments that will be developed in the future. The trail segment that

runs through Anoka is open to the public The regional trail travels through Anoka, Andover, Oak Grove and St. Francis as it connects Mississippi River Regional Trail, Central Anoka Regional Trail, Rum River Central Regional Park, North Anoka County Regional Trail Search Corridor, Sugar Hills Regional Trail and Lake George Regional Park. The regional trail alignment as shown in Figure 2 should be acknowledged in the comprehensive plan.

Please contact Anoka County for more information regarding Regional Parks and Trails System Components in Anoka.

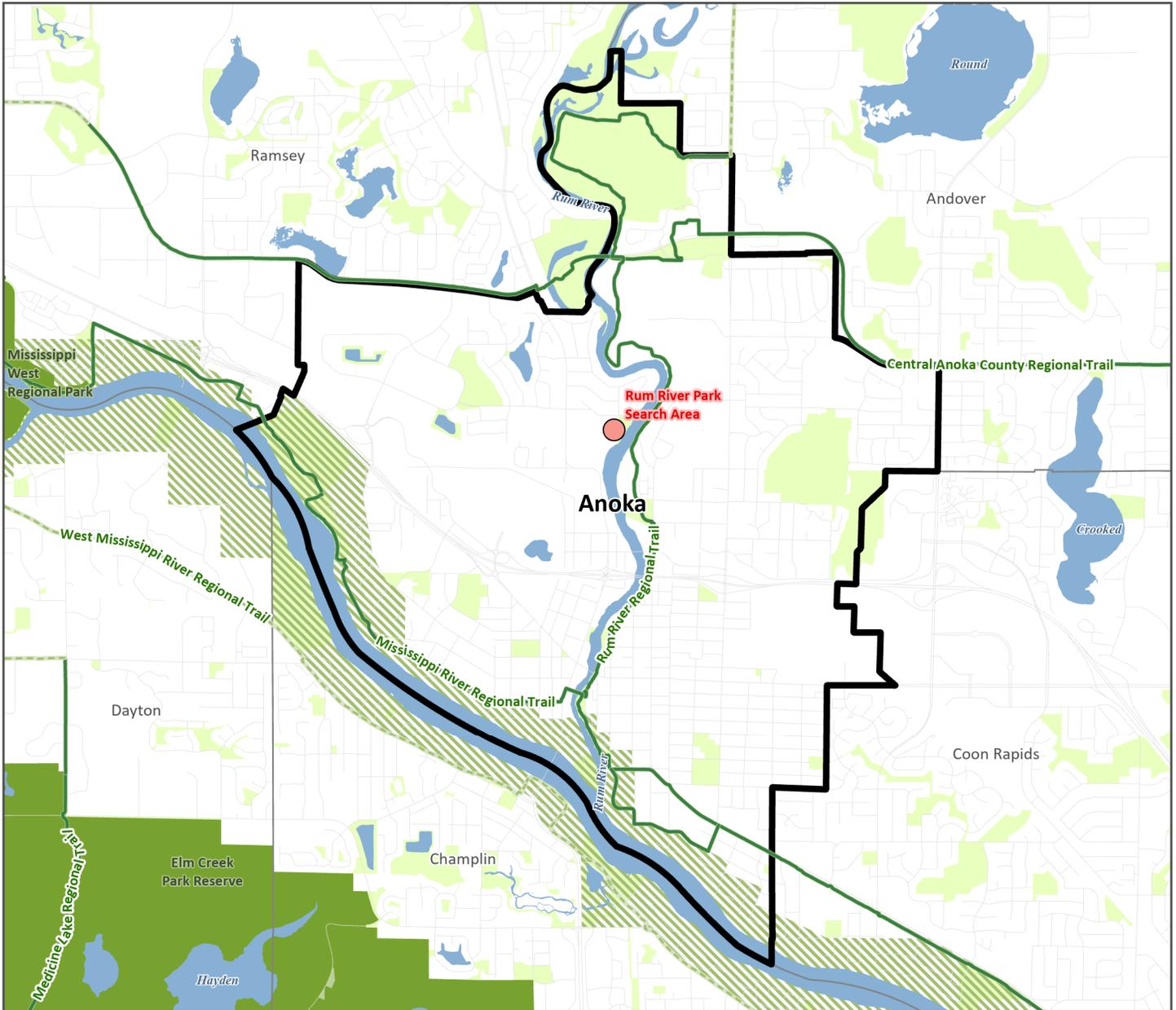
# Regional Parks and Trails System



## Long-Range Plan Boundary Adjustments and Search Areas

- Boundary Adjustment
- Park Search Area
- Special Feature Search Area
- Regional Trail Search Corridor
- Regional Trail (Open to the Public)
- Planned Regional Trail (Not Open to the Public)
- State Trails
- Regional Park (Open to the Public)
- Planned Regional Park (Not Open to the Public)
- Lower St. Croix National Scenic Riverway
- Mississippi National River & Recreation Area
- State Wildlife Management Areas
- State Parks and Recreation Areas
- MN Valley National Wildlife Refuge
- Special State Recreation Features

# City of Anoka Regional Parks and Trails System



## Regional Parks and Trails Systems

## Other State and National Features

- |   |   |   |   |
|---|---|---|---|
|  Boundary Adjustment           |  Regional Trail (Open to the Public)             |  State Trails                      |  Other Parks, Preserves, Refuges and Natural Areas |
|  Search Area                   |  Planned Regional Trail (Not Open to the Public) |  State Parks and Recreation Areas  |  Lower St. Croix National Scenic Riverway          |
|  Special Feature Search Area    |  Regional Park (Open to the Public)              |  State Wildlife Management Areas   |  Mississippi National River & Recreation Area      |
|  Regional Trail Search Corridor |  Planned Regional Park (Not Open to the Public)  |  Special State Recreation Features |  MN Valley National Wildlife Refuge                |



## 2050 Comprehensive Plan Minimum Requirements Checklist

### Anoka

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This document comprises the minimum requirements each community must address in its local comprehensive plan to align with the Metropolitan Land Planning Act and regional policies. It serves as both a planning reference and a submission checklist to ensure all required elements are included.

Each section corresponds with a Plan Element [webpage](#) in the Local Planning Handbook. Requirements may change, so always refer to the website for the latest information. During the plan review, additional details may be requested by Technical Review staff for clarity and accuracy.

### How to use this checklist

The number in the first column is a unique reference identifier for each requirement. You may notice gaps in the numbering sequence; that simply indicates certain requirements in the full regional list do not apply to your community (for example, if a community is fully developed or lacks a relevant system).

Use the final column to record where, by page or section, each applicable requirement is addressed in your comprehensive plan. Providing these cross-references at submission will help expedite the Metropolitan Council's review and reduce follow-up requests. If you have any questions, please contact your [Sector Representative](#).

### Required Plan Elements:

1. [Land Use](#)
2. [Housing](#)
3. [Transportation](#)
4. [Wastewater](#)
5. [Water Supply](#)
6. [Surface Water](#)
7. [Parks and Trails](#)
8. [Climate](#)
9. [Natural Systems](#)
10. [Implementation](#)

<b>Land Use</b>		<b>Pg #</b>
<b>Forecasts and Community Designations</b>		
<b>1</b>	Include a table of forecasted population, households, and employment for 2030, 2040, and 2050, consistent with the Met Council's forecasts.	
<b>2</b>	Met Council forecasts must be used consistently throughout your entire comprehensive plan.	
<b>2.1</b>	Your transportation plan needs to utilize allocated forecasts to transportation analysis zones (TAZs) as published by the Met Council.	
<b>2.2</b>	Your water and wastewater plans need to reflect forecasts to plan for urban services.	
<b>2.3</b>	Your land use plan must reflect and accommodate your forecasts.	
<b>3</b>	Include a map acknowledging your regional Community Designation(s) and state the overall density expectations for your Community Designation(s).	
<b>Existing Land Use</b>		
<b>4</b>	Provide an Existing Land Use Map with a land use legend.	
<b>4.1</b>	Show existing regional parks, park reserves, and special features with a land use of "Park" (or your equivalent) on your Existing Land Use Map.	
<b>5</b>	Provide an Existing Land Use Table. Calculate total acres and percent of total acres for each land use category.	
<b>6</b>	Land uses categories on the map and in the table, as well as any text references must all be consistent with one another.	
<b>Future Land Use Plan</b>		
<b>7</b>	Each Comprehensive Plan must contain a Future Land Use Plan which is consistent with the Met Council's forecasts of population, households, and employment and identify sufficient land supply to support your community's forecasted growth. Planned land uses must be realistically marketable within the planning period, focusing on plausibility and long-term viability.	
<b>8</b>	The information developed in the land use plan must carry over to other elements of the comprehensive plan. The areas and densities in the land use plan must be consistent across elements including: <ul style="list-style-type: none"> <li>• forecasted growth</li> <li>• wastewater</li> <li>• water resources</li> <li>• housing</li> </ul>	

	• transportation	
<b>9</b>	Include a description of each land use category which includes:	
<b>9.1</b>	Allowed uses and a general description of each use and its purpose.	
<b>9.2</b>	Minimum and maximum densities (“the allowable density range”) for all categories that allow residential uses. (Zero is not an acceptable minimum. The maximum value must be a whole number). The allowable density range must be inclusive of any density bonus permitted by the underlying zoning districts.	
<b>9.3</b>	Narrative descriptions of land use categories must be consistent with the land use table and map.	
<b>9.4</b>	For residential land use categories within the MUSA which include the use type of single family detached, at least one additional use type must be permitted, which may include, but is not limited to; Accessory Dwelling Units (ADUs), Attached Single-Family Housing, Duplex, Triplex, Apartments, etc.	
<b>10</b>	Provide a Future Land Use Map and land use legend which includes all land use categories and is consistent with the land use descriptions and land use table.	
<b>10.1</b>	Identify all areas guided to support forecasted growth within the planning period on the Future Land Use Map.	
<b>10.2</b>	Acknowledge Council-approved long-range plan boundaries of regional parks, park reserves, and special features by guiding the properties with a land use of “Park” (or your equivalent) on your Future Land Use Map.	
<b>10.3</b>	Identify areas enrolled or eligible for enrollment within the Metropolitan Agricultural Preserves program on the Future Land Use Map using an agricultural land use designation with a maximum density of 1 unit per 40 acres, as required for program eligibility in state law.	
<b>11</b>	Provide a Future Land Use table which includes:	
<b>11.1</b>	All land use categories, consistent with the Future Land Use table and map.	
<b>11.2</b>	Total net acres of all future land uses. Exclude wetlands and natural water bodies, public parks and open space, arterial road rights-of-way, and areas protected from development by local plans and ordinances (i.e. steep slopes, wetland buffers) from area calculations.	
<b>11.3</b>	Total net acres and percent of total net acres planned to support forecasted growth for each land use category in each 10-year planning period (2030, 2040, and 2050).	

11.4	Minimum and maximum densities (“the allowable density range”) for all categories that allow residential uses.	
11.5	For each “mixed use” category, define an expected share of individual land uses and identify the permitted density range for residential uses. For example, Mixed Use Downtown might have an expectation of 30% commercial, 40% office, and 30% residential with a density of 10-15 units per acre	
11.6	The planned minimum net residential density must meet the community designation(s) minimum density requirements within each planning decade.	

### Density Expectations: Urban Service Area and Rural Centers

12	Provide a table which Identifies land supply guided to support forecasted growth for each 10-year planning period (2030, 2040, and 2050).	
12.1	The planned minimum net residential density must meet the community designation(s) minimum density requirements within each planning decade (2030, 2040, and 2050).	
12.2	<p>For each residential land use category identified to support forecasted growth;</p> <ul style="list-style-type: none"> <li>Identify the density range for each residential land use category, which must be consistent with the Future Land Use Table.</li> <li>Use the lowest allowed residential density from land use ranges in your calculations. For example, a land use that permits a density range of 7-10 units per acre must use 7 units per acre in all density calculations for this land use. This ensures that even at the lowest permitted density, the community will be developing at densities that meet overall density expectations.</li> <li>For each “mixed use” category, define an expected share of individual land uses and identify the permitted density range for residential uses. For example, Mixed Use Downtown might have an expectation of 30% commercial, 40% office, and 30% residential with a density of 10-15 units per acre. Utilize only the planned residential acreage for your calculation.</li> </ul>	
12.3	Provide the net developable acreage for each residential land use category identified to support forecasted growth for each planning decade (2030, 2040, and 2050). Exclude wetlands and natural water bodies, public parks and open space, arterial road rights-of-way, and areas protected from development by local plans and ordinances (i.e. steep slopes, wetland buffers) from area calculations.	

### High Frequency Transit Station Area

16	Within high frequency transit station areas, plan for minimum average net residential densities as identified in Land Use Policy Chapter, Table 4 for new development and redevelopment on land guided to support forecasted growth within the planning period. Transit station area minimum average net residential density requirements vary according to community designation, mode, and geography.	
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<b>16.1</b>	Provide a map that identifies the geography of the high frequency station areas. Within the station areas, identify land guided to support forecasted growth by 2050.	
<b>16.2</b>	Provide a table that identifies the acres of land guided to support forecasted growth within each station area, differentiated by land use category, and identifying the minimum and maximum residential densities within each category.	
<b>16.3</b>	Describe opportunities, strategies and policies to implement transit supportive densities, levels of activities, and other measures consistent with transit-oriented development.	

<b>Staged Development</b>		
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<b>17</b>	Identify potential local infrastructure impacts for each 10-year increment and demonstrate that the municipality is capable of providing services and facilities that accommodate its planned growth.	
<b>17.1</b>	The proposed staging plan or development phasing must be consistent with the distribution of sewerred and unsewerred growth identified in your community's Local Sewer Plan.	
<b>17.2</b>	The proposed staging plan or development phasing must support and be consistent with your community's allocation of the region's Future Affordable Housing Need for 2031 - 2040.	

<b>Redevelopment and Infill</b>		
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<b>18</b>	Identify policies that encourage redevelopment and infill in areas with existing infrastructure and/or transit access where applicable.	
<b>19</b>	Specify in the capital improvement plan the timing and sequence of local public facilities updates, fiscal devices or official controls that will facilitate redevelopment in accordance with the plan.	
<b>20</b>	Identify and map the land areas that are available or likely to be available for redevelopment, infill development, or new development in your community. Redevelopment and infill areas need to be mapped when those areas are being used to meet density and forecast requirements.	
<b>21</b>	Provide a table of those areas identified that includes future land uses, acreages, density ranges, and total residential units in 10-year increments. Estimate the timing of development for areas that are uncertain or do not have plans in process.	
<b>22</b>	Communities proposing an addition to the MUSA must demonstrate that the proposed addition meets the following criteria:	
<b>22.1</b>	Requests must meet system conformance requirements and maintain consistency with regional policies and goals.	
<b>22.2</b>	The proposed additions must demonstrate a need for additional land supply, including the need for a change to adopted forecasts. The Met Council will review	

	requests to ensure a 20-year rolling land supply considering both regional and local market demand.	
<b>22.3</b>	For local governments already served by regional wastewater services, planned sewer-serviced densities must be consistent with regional density policy for the applicable community designation, including existing planned densities and the planned densities for the new area to be served.	
<b>22.4</b>	Any previous conditions related to Met Council authorization of comprehensive plan or plan amendments must be fulfilled and program participation (Plat Monitoring program, building permit survey, etc.) must be current and complete.	
<b>22.5</b>	Past performance must meet density expectations. The Met Council will consider a shorter look-back period for performance and/or measure performance against rules in place at the time.	
<b>22.6</b>	When calculating land capacity, the following will be excluded: publicly protected areas, water bodies, wetlands, steep slopes, areas with limited depth to bedrock, areas with limited depth to water table, and areas protected by public ownership/easements.	

<b>Adjacent to Unincorporated Areas or with Orderly Annexation Agreements</b>		
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<b>23</b>	Plan to accommodate growth only in areas within your municipal boundaries unless an orderly annexation agreement (OAA) authorizes another jurisdiction to assume planning authority.	
<b>24</b>	Orderly annexation agreements must encompass the planning horizon and identify needed updates that occur within the planning period.	
<b>24.1</b>	If an adopted OAA terminates prior to the end of the planning horizon, additional land supply within the jurisdictional authority of the local government may need to be identified to accommodate forecasted growth or the Met Council may consider a forecast adjustment.	
<b>25</b>	Map stages of development in 10-year increments (existing, 2030, 2040, and 2050).	
<b>26</b>	Provide a table of staged development in 10-year increments. The table must include future land uses, area in acres, density ranges, and total residential units by each 10-year time increment.	

<b>Community Composition</b>		
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<b>27</b>	Provide a detailed demographic profile, identifying the representation of Black, American Indian, Asian and Latine residents, non-English speakers, youth, older adults, and individuals with disabilities in your community.	
<b>28</b>	The demographic profile needs to include the number of households below the 200% poverty threshold and percent of households without vehicle access.	

29	Identify community engagement efforts implemented in the creation of the Comprehensive Plan. Highlight efforts that were made to collaborate with underrepresented populations in the planning process. (Black, American Indian, people of color, youth, older adults, renters, etc.)	
<b>Historic and Cultural Assets</b>		
30	Identify historic and cultural assets in the community (except where Federal and State policies protect the confidentiality of sensitive sites, such as American Indian burial mounds). Specify any assets that are formally designated at the local level, at the state level by the State Historic Preservation Office (SHPO), or at the federal level by the US Department of the Interior.	
31	Identify policies to protect and preserve the community’s historic and cultural assets.	
<b>Aggregate Resources</b>		
32	Identify if aggregate resources are present (or not) within the jurisdiction’s staging areas for new development.	
33	If aggregate resources are present:	
33.1	Provide a map showing the location of aggregate resources as mapped in Minnesota Geological Survey Information Circular No. 46.	
33.2	Identify your goals, intentions, and priorities concerning aggregate resources. Provide for aggregate resource extraction prior to development where viable deposits remain accessible and the extraction would not conflict with other established priorities (i.e. preserving natural systems, protecting highly vulnerable Drinking Water Supply Management Areas, etc.).	
33.3	Include strategies needed to implement the identified aggregate resources policies.	
<b>Solar Resource Protection &amp; Development</b>		
34	Include a policy or policies relating to the protection and development of access to direct sunlight for solar energy systems.	
35	Include strategies needed to implement the policy or policies.	
<b>Drinking Water Supply Management Areas (DWSMA)</b>		
36	Identify if surface water or groundwater Drinking Water Supply Management Areas (DWSMA) are located within the community.	
37	If DWSMA are present:	

37.1	Provide a map of all DWSMA indicated their location and vulnerability.	
37.2	Include land use goals and policies to protect water quality and prevent overuse of source waters due to development, especially in highly vulnerable DWSMAs. Refer to existing source water protection plans, the water chapter of the comprehensive plan, or other areas as relevant.	
37.3	Include strategies needed to implement the identified policies.	

### Mississippi River Critical Corridor Area Plans (MRCCA)

38	<p>If the local government is incorporating the approved MRCCA plan, and not changing it, the following requirements and procedures apply. The draft 2050 comp plan acknowledges the existing DNR-approved MRCCA plan as an element in the 2050 plan by including the existing DNR-approved plan as:</p> <ul style="list-style-type: none"> <li>• a “MRCCA” chapter in the 2050 plan, or</li> <li>• an appendix to the 2050 plan, and referencing the DNR-approved MRCCA plan in the 2050 plan with language similar to:</li> </ul> <p>“The MRCCA plan adopted on xx/xx/xxxx and approved by the DNR on xx/xx/xxxx (is included in this chapter/section or in Appendix X). This MRCCA plan continues as the policy document guiding development in the MRCCA under Minnesota Statutes Chapter 116G and Minnesota Rules Chapter 6106.”</p>	
39	<p>If the LGU proposes amendments, the following requirements and procedures apply. LGUs must follow these requirements for a complete submission:</p> <ul style="list-style-type: none"> <li>• LGUs must submit the existing DNR-approved MRCCA plan as a Word document.</li> <li>• All changes must be shown using track changes</li> <li>• All changes must be explained using the comment feature in Word.</li> <li>• MRCCA plan amendments submitted as PDF documents or plans that do not show the proposed amendments with explanatory comments will be returned as incomplete.</li> </ul>	

<b>Housing</b>		<b>Pg #</b>
<b>Existing Housing Needs</b>		
<b>1</b>	Complete an existing housing assessment including:	
<b>1.1</b>	<p>Provide the following information on existing local conditions:</p> <ul style="list-style-type: none"> <li>• The total number of housing units.</li> <li>• The number of rental housing units affordable to households with incomes at or below 30% area median income (AMI), between 31-50% AMI, between 51-60% AMI, and 61% AMI or greater.</li> <li>• The number of ownership and co-operative housing units affordable to households with incomes at or below 50% AMI, between 51-60% AMI, between 61-80% AMI, between 81-115% AMI, and 116% AMI or greater.</li> <li>• The share of housing units by detached townhomes, accessory dwelling units (ADU's), manufactured housing, attached townhomes, 2-4 unit multifamily, and 5 unit or larger multifamily housing.</li> <li>• The number of households with incomes at or below 30% AMI, between 31-50% AMI, between 51-60% AMI and between 61-80% AMI.</li> <li>• The number of households that are experiencing housing cost burden with incomes at or below 30% AMI, between 31-50% AMI, between 51-60% AMI, and between 61-80% AMI.</li> <li>• The share of households experiencing housing cost burden by racial/ethnic group.</li> <li>• The homeownership rate by racial/ethnic group.</li> <li>• The number of affordability-restricted housing units. Include the breakout of units by restriction when possible such as: housing for people 55 and older, housing for people with disabilities, and high priority homeless units.</li> <li>• Include the number of low-income affordable ownership housing units needed.</li> </ul>	
<b>1.2</b>	Include a map of subsidized housing units.	
<b>2</b>	Complete a narrative analysis of existing housing needs. At a minimum, address the components of the existing housing assessment within the context of your city or township. Plans consistent with Met Council policy will clearly identify existing housing needs and priorities for the city or township. The existing housing assessment includes data at various levels of affordability, therefore, the needs should be identified within levels of affordability when applicable. In addition to the needs identified through the existing housing assessment, a complete narrative will consider the following:	
<b>2.1</b>	Providing affordable housing opportunities that are accessible to households of varying abilities.	

2.2	Maintenance and preservation of unsubsidized affordable housing.	
2.3	Households at risk of losing housing and/or experiencing housing instability.	

<b>Projected Housing Needs</b>		
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3	Discuss how the land use plan addresses the future housing need for your forecasted growth.	
4	Acknowledge the need for affordable housing units that are age-restricted and/or offer supportive services for older people.	
5	Acknowledge your city or township's 2031-2040 allocation of future affordable housing need at three levels of affordability: 30% AMI or less, 31-50% AMI and 51-60% AMI	
6	Guide residential land at densities sufficient to create opportunities for affordable housing using one of the following options:	
6.1	Option 1: Guide sufficient land at minimum residential densities of 10 units/acre to support your city or township's total allocation of future affordable housing need for 2031-2040	
6.2	Option 2: Guide sufficient land at minimum residential densities of: <ul style="list-style-type: none"> <li>• 12 units/acre to support your city or township's 2031-2040 allocation of future affordable housing need at 30% AMI or less.</li> <li>• 8 units/acre to support your city or township's allocation of future affordable housing need at 31-60% AMI. This combines your city or township's allocation of 31-50% AMI and 51-60% AMI.</li> <li>• A city or township that chooses Option 2 and has a demonstrated history of creating 51-60% AMI affordable units at densities lower than 8 units/acre, may guide land at lower minimum densities (as low as 4-8 units/acre) to meet only the 51-60% AMI allocation of future affordable housing need.</li> </ul>	

<b>Housing Implementation Plan</b>		
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7	Identify the top three existing housing needs for the city or township and include a description of how these needs were selected as the top housing needs for the city or township. Describe the tools (public programs, fiscal devices, and/or other specific actions) that will be used to meet the top three existing housing needs identified. Include in what circumstances and in what sequence they will be used. <ul style="list-style-type: none"> <li>• A list of accepted tools is provided. However, this list is not exhaustive. Local governments are strongly encouraged to include any additional tools at their disposal when identifying how they will address these housing needs.</li> </ul>	
8	Describe the tools (public programs, fiscal devices, and/or other specific actions) that your local government will consider using to meet all other existing and projected housing needs identified in the housing element of your comprehensive plan. Include in what	

	<p>circumstances and in what sequence they would be used.</p> <ul style="list-style-type: none"><li>• Plans consistent with Met Council policy will clearly and directly link identified needs to available tools.</li><li>• A list of accepted tools is provided. However, this list is not exhaustive. Local governments are strongly encouraged to include any additional tools at their disposal when identifying how they will address their housing needs.</li></ul>	
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<b>Transportation</b>		<b>Pg #</b>
<b>Roadways</b>		
<b>1</b>	Describe and Map the Roadway Functional Classification in your community. Include identification of all classifications in your community including: <ul style="list-style-type: none"> <li>• Principal Arterials</li> <li>• Minor Arterials</li> <li>• Major Collectors</li> <li>• Minor Collectors</li> <li>• Local roadways</li> </ul>	
<b>2</b>	Include the following information on the Principal and Minor Arterial functional classification systems:	
<b>2.1</b>	Describe and map the existing and proposed number of traffic lanes	
<b>2.2</b>	Describe and map the existing and projected traffic volumes	
<b>2.3</b>	Describe and map the following funded and planned investments outlined in the Imagine 2050 TPP Highway Investment Plan (planned projects are within the 2050 fiscally constrained plan). The vision and under study managed lane projects and vision targeted regional capacity projects are not required to be added, but their inclusion should be considered general guidance. <ul style="list-style-type: none"> <li>-Figure 9: Regional Mobility Investments: Interchanges</li> <li>-Figure 10. Regional Mobility Investments: Managed Lanes</li> <li>-Figure 11. Regional Mobility Investments: Targeted Regional Capacity</li> </ul>	
<b>2.4</b>	Incorporate and describe recommendations from any corridor studies and identify any opportunities to complete or update existing corridor studies documented as priority tiered intersection locations in the Intersection Mobility and Safety Study.	
<b>3</b>	Include a safety analysis that includes an analysis of crash trends, data and safety needs by mode and crash severity from the most recent 5 years of available data to prioritize future investments to reduce deaths and serious injuries using a Safe Systems Approach. Identify any high priority transportation corridors and locations in your community to reduce fatalities and serious injuries. Reference any existing local safety plans like Safe Streets and Roads for All action plans or county road safety plans in local planning, when applicable.	
<b>Transit</b>		
<b>4</b>	Identify, describe and map your local community's identified transit market area(s). Include a discussion of your community's relationship with the transit market area(s).	
<b>5</b>	Identify, describe and map the transit system located in your community. Include the following features: <ul style="list-style-type: none"> <li>• Local transit services and demand response (including dial-a-ride, microtransit) services</li> <li>• The existing and planned transit centers and park and rides</li> <li>• The existing and planned transit advantages</li> </ul>	

<b>6</b>	Identify areas of known planned transit service expansion, working with transit provider(s) and identify desired transit expansion corridors or areas based on community land use plan.	
<b>7</b>	Describe and address multimodal access needs to transit services within your community. • Include a description of pedestrian access routes to transitway stations, local bus stops and other transit facilities. This may be included in the transit element or in the pedestrian element of the plan.	
<b>8</b>	For communities with existing transitways or planned transitways in the fiscally constrained plan:	
<b>8.1</b>	Describe your community's role and responsibilities with regard to the transitway development process.	
<b>8.2</b>	Describe and map the transitway alignment and stations and identify the alignments by transit service type (LRT, Dedicated BRT, Commuter Rail, Highway BRT, Arterial BRT).	
<b>8.3</b>	For land use requirements that are tied to transitways, see land use section.	
<b>Biking</b>		
<b>10</b>	Describe and map the full local existing and planned bike network. Ensure networks are coordinated across jurisdictions. Include the following information:	
<b>10.1</b>	Identify local bikeway connections to transit facilities.	
<b>10.2</b>	Describe plans, strategies or policies to address connectivity gaps in the bike network that improve accessibility and safety.	
<b>11</b>	Describe and map RBTN within your community including the following:	
<b>11.1</b>	Show all tier 1 and tier 2 RBTN corridors and alignments	
<b>11.2</b>	Show the relationships between the RBTN and local bike network including all existing and planned connections	
<b>11.3</b>	Include locations of regional destinations as shown on the RBTN map within your community. Include any locally identified activity centers in your community.	
<b>11.4</b>	Review RBTN corridors to determine whether there is an existing or planned bicycle facility alignment you want to designate as the RBTN alignment (to replace the corridor). Describe and map the existing and/or planned bike facility alignment(s) proposed for RBTN designation as a dashed line. (It is recommended to contact Met Council MTS prior to including in the draft Comp Plan.)	
<b>12</b>	Describe and map regional bicycle barriers (i.e., freeways, railroad corridors, rivers and streams) and discuss how to address the need to provide new or improved crossings of	

	regional bicycle barriers.	
<b>Pedestrian</b>		
<b>13</b>	Include a full pedestrian element of your local transportation element of the comprehensive plan. Include the following:	
<b>13.1</b>	Community pedestrian system needs in a manner that responds to your community designation.	
<b>13.2</b>	Describe plans, strategies or policies to address connectivity gaps in the pedestrian network that improve accessibility and safety. Identify if Safe Routes to School plans have been done for schools in the community.	
<b>13.3</b>	Map the existing pedestrian network.	
<b>13.4</b>	Identify and map locally developed pedestrian priority networks or areas, if applicable.	
<b>Freight</b>		
<b>14</b>	Identify and map railways, barge facilities and truck or intermodal freight terminals within your community (see designated freight nodes on the Metropolitan Freight System map. Include other important nodes that may generate freight movement, such as industrial parks, warehouses or distribution centers and large shopping areas.	
<b>15</b>	If available from MnDOT or other sources, include heavy commercial annual average truck volumes on the Principal Arterial and Minor Arterial network within your community. Link to MnDOT AADT app	
<b>16</b>	Identify, describe and map any local roadway issues or problem areas for goods movement, such as weight-restricted roads or bridges, bridges with insufficient height or width clearances, locations with unprotected road crossings of active rail lines, or intersections with inadequate turning radii.	
<b>Travel Demand Management</b>		
<b>17</b>	Describe and document existing local travel demand management policies, ordinances or practices, if applicable. Include any activities or plans to collaborate with regional TDM partners on outreach and promotional activities that support sustainable travel choices.	
<b>Aviation</b>		
<b>18</b>	Identify policies and ordinances that protect regional airspace from obstructions. Include how your community will notify the FAA of proposed tall structures.	
<b>19</b>	Identify and map any bodies of water that may be used for seaplane operations as designated and regulated by MnDOT in your community.	

<b>Equity and Inclusion</b>		
<b>22</b>	Describe status of the agency’s Americans with Disabilities Act (ADA) transition plan (applies to agencies with 50 or more employees) or self-evaluation for public rights of way. Identify when it was last updated, any identified target date for compliance, and strategies used to monitor implementation progress and make updates.	
<b>Climate and Natural Systems</b>		
<b>23</b>	Include an acknowledgement of state designated targets for statewide vehicle miles traveled (VMT) reduction and greenhouse gas (GHG) emission reductions for the seven-county metro region. Identify plans, policies or strategies to reduce per capita VMT and total transportation-related GHG emissions in your community to meet state statutes on reduction targets. Surface transportation GHG emissions are a portion of the total reduction targets, see land use requirements for the total reduction targets from all sectors and tools to calculate reduction needs and strategies for your community.	
<b>Transportation Analysis Zone (TAZ)</b>		
<b>24</b>	Communities must confirm their Local Comprehensive plan’s use of the forecasted population, household and employment data by TAZ published by the Met Council. Communities may alternatively cooperate with Met Council staff to prepare a different allocation.	
<b>24.1</b>	If using the forecasts published by the Met Council, local comprehensive plans can reference the published forecasts. The TAZ table does not need to be replicated in the Comprehensive Plan Update.	
<b>24.2</b>	Alternately, if preparing a different allocation, the sum of TAZ allocations must equal the total forecasts by city/township. The preparation and delivery of alternative TAZ allocations can be provided separate from the Plan Update; this deliverable must precede Met Council’s completeness determination of the Plan Update.	
<b>24.3</b>	Transportation Analysis Zones allocation of the forecast is waived for cities and townships with population and employment fully contained in one TAZ.	

<b>Wastewater</b>		<b>Pg #</b>
<b>GIS Requirements</b>		
<b>1</b>	Provide the following GIS sewer system data with the comprehensive sewer plan submittal (GIS shape files or geodatabase feature classes):	
<b>1.1</b>	Local sanitary lines. Include pipe size, pipe material, year built, conveyance method (gravity and forcemain).	
<b>1.2</b>	Local sanitary structures (for example, manholes, lift stations, etc).	
<b>1.3</b>	Existing connections points to the MCES collection system.	
<b>1.4</b>	Future connection points to the MCES collection system (for new growth).	
<b>1.5</b>	Local sewershed service areas or districts by connection point.	
<b>1.6</b>	Intercommunity connection points.	
<b>1.7</b>	Proposed changes in government boundaries based on orderly annexation agreements.	
<b>1.8</b>	Location of all private and public wastewater treatment plants in the community.	
<b>1.9</b>	Individual subsurface sewage treatment systems (as mentioned in the Requirements for Areas Served by Subsurface Sewage Treatment Systems section).	
<b>Areas Served by the Regional System (Urban Area)</b>		
<b>2</b>	Table that details adopted community sewer forecasts:	
<b>2.1</b>	10-year increments to 2050 <ul style="list-style-type: none"> <li>• Households</li> <li>• Employment</li> </ul>	
<b>2.2</b>	Forecasts shall be broken down by areas served by the Metropolitan Disposal System, locally owned and operated wastewater treatment systems, and communal and subsurface sewage treatment systems.	
<b>3</b>	Copy of intercommunity service agreements entered into with an adjoining community, or a description of the intercommunity service agreements that confirms the Met Council's understanding that one community reimburse the other community for the municipal wastewater charges that it will incur by receiving flow from the adjacent community. If the Met Council is responsible for adjusting flow for each community for the purpose of calculating the Municipal Wastewater Charge, note that in the description of the	

	intercommunity agreement. Include a map of service areas covered by the agreements.	
<b>4</b>	Table or tables that provide the following local system information:	
<b>4.1</b>	Capacity and design flows for existing trunk sewers and lift stations. • For local sanitary sewer lines 12” and larger that connect to the Met Council system, provide the 2050 design flow and pipe capacity for each connecting trunk sewer and lift station. Include the percentage of total capacity of each pipe that will be used by 2050.	
<b>4.2</b>	Assignment of 2050 growth forecasts by Met Council interceptor facility. • Household and employment forecasts.	
<b>5</b>	For new trunk sewer systems that require connection to the Metropolitan Disposal System: • A table that details the proposed time schedule for the construction of the new trunk sewer system.	
<b>6</b>	Define the community’s goals, policies, and strategies for preventing and reducing excessive inflow and infiltration (I/I) in the local municipal (city) and private (private property) sanitary sewer systems. • Include a summary of activities or programs intended to mitigate I/I from both public and private property sources.	
<b>7</b>	Describe the requirements and standards in the community for minimizing I/I.	
<b>7.1</b>	Include a copy of the local ordinance or resolution that prohibits discharge from sump pumps, foundation drains, and/or rain leaders to the sanitary sewer system.	
<b>7.2</b>	Include a copy of the local ordinance or resolution requiring the disconnection of existing foundation drains, sump pumps, and roof leaders from the sanitary sewer system	
<b>8</b>	Describe the sources, extent, and significance of existing I/I in both the municipal and private sewer systems.	
<b>8.1</b>	Include a description of the existing sources of I/I in the municipal and private sewer infrastructure.	
<b>8.2</b>	Include a summary of the extent of the systems that contribute to I/I such as locations, quantities of piping or maintenance holes, quantity of service laterals, or other measures. If an analysis has not been completed, include a schedule and scope of future system analysis.	
<b>8.3</b>	Include a breakdown of residential housing stock age within the community into pre- and post-1970 era, and what percentage of pre-1970 era private services have been evaluated for I/I susceptibility and repair.	
<b>8.4</b>	Include the measured or estimated amount of clearwater flow generated from the public municipal and private sewer systems.	

8.5	Include a cost summary for remediating the I/I sources identified in the community. If previous I/I mitigation work has occurred in the community, include a summary of flow reductions and investments completed. If costs for mitigating I/I have not been analyzed, include the anticipated wastewater service rates or other costs attributed to I/I.	
9	Describe the implementation plan for preventing and eliminating excessive I/I from entering both the municipal and private sewer systems.	
9.1	Include the strategy for implementing projects, activities, or programs planned to mitigate excessive I/I from entering the municipal and private sewer systems.	
9.2	Include a list of priorities for I/I mitigation projects based on flow reduction, budget, schedule, or other criteria.	
9.3	Include a schedule and the related financial mechanisms planned or needed to implement the I/I mitigation strategy.	
10	Provide current community SSTS ordinances or description of community's SSTS management program compliant with current Minnesota Pollution Control Agency Rules Chapters 7080-7083.	
<b>Requirements for Areas Served by Private Communal Treatment Systems</b>		
19	Table that details adopted community forecasts served by each private communal system:	
19.1	10-year increments to 2050 <ul style="list-style-type: none"> <li>• Households</li> <li>• Employment</li> </ul>	
20	Describe the management program for private communal treatment systems.	
21	Copies of the associated National Pollutant Discharge Elimination System (NPDES) or State Disposal System (SDS) permits.	
22	Map or maps showing the following information:	
22.1	Locations of private communal treatment systems including treatment facilities and subsurface systems	
22.2	Current and projected service areas for private communal treatment systems.	
23	Conditions under which additional private communal treatment systems would be allowed: <ul style="list-style-type: none"> <li>• Allowable land uses and residential densities.</li> <li>• Installation requirements.</li> <li>• Management requirements.</li> <li>• Local government responsibilities.</li> </ul>	

<b>Requirements for Areas Served by Subsurface Sewage Treatment Systems (SSTS)</b>		
<b>24</b>	Indicate in the comprehensive sewer plan the number of individual SSTSs in operation serving residences and businesses in the community.	
<b>25</b>	Map identifying location of individual SSTSs. Location of known nonconforming systems or known problems should be identified. A list of addresses for SSTSs is acceptable where mapping is unavailable.	
<b>26</b>	Describe the conditions under which new individual SSTSs would be allowed.	
<b>27</b>	Provide description of community's SSTS management program compliant with current Minnesota Pollution Control Agency Rules Chapters 7080-7083.	
<b>28</b>	Provide current community SSTS ordinance.	

<b>Water Supply</b>		<b>Pg #</b>
<b>Source Water Protection</b>		
<b>1</b>	Because surface water and/or groundwater Drinking Water Supply Management Areas (DWSMAs) overlap your community, describe risks to water quality from development and redevelopment through 2050, focusing on potential contaminants in those areas. <ul style="list-style-type: none"> <li>• Include a table of likely water supply quality risks by land use types, noting changes over time, especially in highly vulnerable surface water and groundwater DWSMAs.</li> </ul>	
<b>2</b>	Include water resource management goals and policies to protect the quality of water supply sources, especially in any highly vulnerable DWSMAs.	
<b>3</b>	Include water resource strategies to implement source water protection goals and policies.	
<b>3.1</b>	Describe any fiscal devices or official controls and a timeline for actions.	
<b>3.2</b>	Describe planned collaboration with neighbors, watersheds, and agencies to prevent contamination, especially in highly vulnerable DWSMAs.	
<b>4</b>	Attach and respond to comments from neighbors whose DWSMAs extend into your community as part of your comprehensive plan update submittal, especially regarding shared water supply concerns and opportunities for collaboration.	
<b>Privately-owned wells and non-municipal water supply systems</b>		
<b>5</b>	Attach and respond to comments as part of your comprehensive plan update submittal, especially regarding opportunities to safeguard water supplied by privately-owned wells and non-municipal water supply systems.	
<b>Municipal community public water supply systems</b>		
<b>9</b>	Because your community is served by a municipal community public water supply system, describe where and how municipal water supply is available to support forecasted growth including new development and redevelopment consistent with the proposed staging plan. This must be consistent with the volume of anticipated water demand identified in the supplying community's local water supply plan. <ul style="list-style-type: none"> <li>• Describe current and planned municipal water supply service areas.</li> <li>• Include a map (optional)</li> </ul>	
<b>10</b>	Include goals and policies for providing municipal community public water supply service through 2050.	
<b>11</b>	Include strategies to implement goals and policies for providing water supply service. <ul style="list-style-type: none"> <li>• Describe any fiscal devices or official controls and a timeline for actions, to address items not included in your local water supply plan.</li> </ul>	
<b>12</b>	Include the DNR-approved local water supply plan and approval letter for the municipal community public water supply system(s) providing water to your community. To be	

	consistent with regional policies, the local water supply plan must:	
<b>12.1</b>	Include water demand forecasts for all served communities, consistent with the Met Council forecasts for 2030, 2040 and 2050.	
<b>12.2</b>	Include the design capacity, current or typical operating capacity, limitations for existing water supply infrastructure, and status of all water sources.	
<b>12.3</b>	Include the difference between projected demand and existing capacity for 2030, 2040 and 2050.	
<b>12.4</b>	Include implementation strategies to meet forecasted water demand that exceeds existing capacity, including but not limited to water conservation and efficiency. <ul style="list-style-type: none"> <li>• Include or reference any adopted and planned local controls.</li> </ul>	
<b>12.5</b>	Describe implementation strategies to support emergency preparedness for ensuring water supply. <ul style="list-style-type: none"> <li>• Include or reference any adopted and planned local controls.</li> </ul>	
<b>12.6</b>	Describe proposed construction of any planned new water supply infrastructure for 2030, 2040 and 2050.	
<b>13</b>	Include in an appendix copies of any water service agreements with neighboring communities or utilities, or a summary of the agreement. It should confirm the Met Council's understanding that one community or utility will provide the other with an agreed-upon amount of water at certain locations through a set time period.	
<b>14</b>	Attach and respond to comments from neighbors and affected jurisdictions as part of your comprehensive plan update submittal, especially regarding how planned water supply service aligns with neighboring plans.	
<b>15</b>	Because your community has a water appropriation permit for water supply sources, describe anticipated changes to water appropriation needs, especially from growth, development or redevelopment, to inform proposed staging and water plans through 2050.	
<b>16</b>	Include water management goals and policies to address potential impacts of changing water appropriation needs.	
<b>17</b>	Include strategies to implement these water appropriation-related goals and policies. <ul style="list-style-type: none"> <li>• Describe any fiscal devices or official controls and a timeline for actions, to address items not included in your local water supply plan.</li> </ul>	
<b>22</b>	To support emergency preparedness and to ensure that the DNR-approved local water supply plan is consistent with regional policies, it must:	
<b>22.1</b>	Include information about the source, capacity and limitation of the emergency water provided.	
<b>22.2</b>	Include in an appendix copies of emergency water service agreements with neighboring communities or utilities, or a summary of these agreements. It should confirm the Met Council's understanding that one community will provide the other community with an agreed upon volume of drinking water at certain locations under	

	certain emergency conditions.	
<b>23</b>	Attach and respond to comments from neighbors with emergency water supply agreements as part of your comprehensive plan update submittal, especially regarding any impacts of your plan on their water supply system.	

<b>Surface Water</b>		<b>Pg #</b>
<b>Surface Water</b>		
<b>1</b>	An executive summary that summarizes the highlights of the local water plan.	
<b>2</b>	A summary of the appropriate water resource management-related agreements that have Local been entered into by the local community.	
<b>3</b>	A description of the existing and proposed physical environment and land use. Data may be incorporated by reference for other required elements of this section as allowed by the WMO. The community should be aware that not all WMO plans will contain the level of detail needed for the community and, in those instances, the community will need to provide additional information. In addition, the following must be defined in the plan:	
<b>3.1</b>	Drainage areas	
<b>3.2</b>	Volumes, rates, and paths of stormwater runoff (Runoff rates are recommended for a 24-hour precipitation event with a return frequency of 1 or 2 years. Communities with known flooding issues may want to require rate control for storms with other return frequencies such as 10, 25 or 100-year events.)	
<b>3.3</b>	An assessment of existing or potential water resource-related problems. At a minimum, the plan should include: A prioritized assessment of the problems related to water quality and quantity in the community.	
<b>4</b>	A local implementation program/plan that includes prioritized nonstructural, programmatic and structural solutions to priority problems identified as part of the assessment completed for number 3.3, above. Local official controls must be enacted within six months of the approval of the local water plan. The program/plan must:	
<b>4.1</b>	Include areas and elevations for stormwater storage adequate to meet performance standards or official controls established in the WMO plan(s)	
<b>4.2</b>	Define water quality protection methods adequate to meet performance standards or official controls. At a minimum, the plan should include: <ul style="list-style-type: none"> <li>• Information on the types of best management practices to be used to improve stormwater quality and quantity. (A five-year establishment period is recommended for native plantings and bioengineering practices).</li> <li>• The maintenance schedule for the best management practices. (The maintenance schedule in plans submitted by regulated Municipal Separate Storm Sewer System (MSA) communities must be consistent with BMP inspection and maintenance requirements of the MS4 Permit)</li> </ul>	
<b>4.3</b>	Clearly define the responsibilities of the community from that of the WMO(s) for carrying out the implementation components	
<b>4.4</b>	Describe official controls and any changes to official controls. At a minimum, the plan should include:	

	<ul style="list-style-type: none"> <li>• An erosion and sediment control ordinance consistent with NPDES Construction Stormwater permit requirements and other applicable state requirements</li> <li>• Identify ways to control runoff rates so that land-altering activities do not increase peak stormwater flow from the site for a 24-hour precipitation event with a return frequency of 1 or 2 years. Communities with known flooding issues may want to require rate control for storms with other return frequencies (10-year, 25-year or 100-year)</li> </ul>	
<b>4.5</b>	Include a table that briefly describes each component of the implementation program and clearly details the schedule, estimated cost, and funding sources for each component including annual budget totals	
<b>4.6</b>	Include a table for a capital improvement program that sets forth by year, details of each contemplated capital improvement that includes the schedule, estimated cost, and funding source	
<b>4.7</b>	A section titled "Amendments to Plan" that establishes the process by which amendments may be made.	

<b>Parks</b>		<b>Pg #</b>
<b>Regional Parks and Trails</b>		
<b>1</b>	Describe, map, and label the Regional Parks and Trails System facilities that are located in your community. These include any regional parks, park reserves, special features, or regional trails that are open to the public, planned, or in a search status (i.e., regional park search areas, special feature search areas, regional trail search corridors).	
<b>2</b>	If no portion of the Regional Parks and Trails System falls within your community, state that fact in your comprehensive plan.	
<b>3</b>	Describe, map, and label the federal and state recreational lands within your community, as shown on your System Statement.	
<b>4</b>	Depict existing regional parkland (e.g., regional parks, park reserves, special features, and regional trail corridor land) with a land use of "Park" (or your community's equivalent) on your Existing Land Use map.	
<b>5</b>	Acknowledge the Council-approved long-range plan boundaries of regional parkland (e.g., regional parks, park reserves, special features, and regional trail corridor land) by guiding the properties with a land use of "Park" (or your community's equivalent) on your Future Land Use map.	
<b>Local Parks and Trails</b>		
<b>6</b>	Describe and map your existing and proposed local parks, trails, and recreation facilities.	
<b>7</b>	Include a capital improvement program for parks and open space facilities as part of your implementation program.	

Climate		Pg #
<b>Climate Mitigation</b>		
1	Include an acknowledgement of statewide targets for GHG reductions: 50% GHG reduction by 2030 and net zero by 2050 from a 2005 baseline.	
2	Include a greenhouse gas emissions inventory that includes transportation, energy use, solid waste, and livestock and agriculture (where applicable)	
3	Include at least one strategy to reduce greenhouse gas emissions for each of the above sectors	
4	Detail the emissions impact of reduction strategies through 2050 for the above sectors using the <a href="#">Met Council Greenhouse Gas Emissions Reduction Tool</a> or an equivalent modeling tool.	
<b>Climate Adaptation</b>		
5	Identify social, built, and natural systems vulnerabilities to the following climate hazards: Extreme Heat and Localized Flooding	
6	Include strategies to address social, built, and natural systems vulnerabilities for the following climate hazards: Extreme Heat and Localized Flooding	
7	Include strategies that support local food systems to increase access to healthy food, food security, and community resilience	

# Natural Systems

Pg #

Natural Systems Requirements		
1	Identify existing natural systems in your community by mapping terrestrial areas and water bodies.	
2	Identify and map protected areas using the provided commonly protected areas data.	
3	Identify and map significant and sensitive terrestrial and water areas in your community.	
4	<p>Identify areas within your community that present opportunities for protection or improvement. Use the Met Council mapping tool to guide your analysis, focusing on the provided opportunity areas data.</p> <ul style="list-style-type: none"> <li>• Based on this analysis, map or list the areas your community considers priorities for protection or improvement—including any areas the tool may have overlooked.</li> </ul>	
5	<p>List specific protection and improvement goals, and issues the goals are intended to address for your community’s terrestrial systems.</p> <ul style="list-style-type: none"> <li>• Describe how your terrestrial systems goals and issues relate to the planned water systems outcomes that are identified in your locally adopted surface water management, watershed, wellhead protection, and local water supply plans.</li> </ul>	
6	Identify and list protection and improvement strategies to help achieve your community’s overall natural systems goals for terrestrial and water systems.	
7	List any planned or proposed protection or improvement initiatives for natural systems in your community in the next 10 years.	

<b>Implementation</b>		<b>Pg #</b>
<b>Implementation Actions</b>		
<b>1</b>	Identify changes to local ordinances including the Zoning Code that will be needed to align with the 2050 plan, including those necessitated by the implementation section of the local surface water management plan and housing plan.	
<b>1.1</b>	Define a timeline as to when actions will be taken to implement each required element of your comprehensive plan.	
<b>1.2</b>	Include a schedule for the preparation, adoption, and administration of needed changes to official controls.	
<b>1.3</b>	Describe all public programs, fiscal devices, and other actions your community will use to implement your plan.	
<b>1.4</b>	Include your local zoning map and zoning category descriptions. Identify what changes are needed to ensure zoning is not in conflict with your new land use plan and consistent with regional system plans and policies.	
<b>Capital Improvement Plan</b>		
<b>2</b>	<p>Include a Capital Improvement Plan (CIP) for transportation, sewers, parks, water supply, and open space facilities. Specify the timing and sequence of major local public investments.</p> <ul style="list-style-type: none"> <li>• Describe all relevant official controls related to zoning, subdivision, water supply, and private sewer systems.</li> <li>• The CIP must align with development staging identified in other parts of your plan and include budgets and expenditure schedules.</li> </ul>	
<b>Update Local Controls</b>		
<b>3</b>	Review and update official controls within 9 months of adopting your 2050 plan. Official controls must not conflict with the updated plan. Copies of all revised official controls must be provided.	

# COUNCIL MEMO

Agenda Item # 9.4

**Meeting Date:** February 2, 2026  
**Agenda Section:** Ordinances & Resolutions  
**Item Description:** RES/Approving a Purchase Agreement for the 4<sup>th</sup> Avenue and Johnson Street  
City Owned Development Site. (1<sup>st</sup> Reading)  
**Submitted By:** Doug Borglund, Community Development Director

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## BACKGROUND INFORMATION

### *Property Overview and Development History:*

The subject property consists of 2.58 acres located within the Transit-Oriented Development (TOD) area at 4th Avenue and Johnson Street, immediately north of the parking ramp. The site is currently leased by Met Council/Metro Transit and used as a parking lot serving the NorthStar Station and Commuter Rail. Should the City Council proceed with the proposed purchase agreement, the City will need to formally notify Met Council/Metro Transit of its intent to retake possession of the property.

### *Development Plans:*

The City has been in discussions with MWF Properties regarding redevelopment of this site since 2020. MWF proposes construction of a 4-story, 131-unit market-rate apartment building on the 2.58-acre parcel. Conceptual site plans and building elevations have been provided as part of the development review materials.

### *Land Pricing:*

The executed Letter of Intent (LOI) and the draft purchase agreement established a \$1,000,000 purchase price for the raw land. MWF's offer history is as follows:

<b>Year / Offer</b>	<b>Amount</b>
2021–2022 Initial Offer	\$713,700
January 2025 Offer	\$805,000
Current Offer (LOI / PA)	\$1,000,000

The City completed an appraisal of the property in March 2025, which determined a market value of \$1,310,000.

### *Proposed Schedule:*

- **February 2, 2026:** First Reading of the ordinance authorizing the sale
- **March 2, 2026:** Second Reading of the ordinance authorizing the sale
- **Real Estate Closing:** Date to be determined. Closing will occur within **30 business days** following satisfaction or waiver of contingencies outlined in Section 4 of the purchase agreement, unless otherwise mutually agreed upon by the Buyer and Seller.

**FINANCIAL IMPACT**

Sale of city real estate holdings equaling \$1,000,000.00. The sale of the property is subject to closing costs.

**REQUESTED COUNCIL ACTION**

Hold the 1<sup>st</sup> reading and introduce the purchase agreement for the 4<sup>th</sup> Avenue and Johnson Street City-owned development site.

**REQUIRED VOTE**

Majority vote of the City Council is required to move this item to a 2<sup>nd</sup> Reading on March 2, 2026.



2015 First Avenue, Anoka MN 55303  
Phone: (763) 576-2700 Website: [www.anokaminnesota.com](http://www.anokaminnesota.com)

**CITY OF ANOKA, MINNESOTA  
ORDINANCE**

**ORD-2026-XXXX**

**AN ORDINANCE TO CONVEY REAL PROPERTY**

**TO MWF PROPERTIES LLC, D/B/AVELAIR DEVELOPMENT COMPANY**

**WHEREAS**, the City of Anoka owns real property (“Property”) identified in the Purchase Agreement, a copy of which is attached hereto as Exhibit A; and

**WHEREAS**, MWF Properties, LLC d/b/a Velair Development Company proposes to purchase the Property; and

**WHEREAS**, the Council has determined in accordance with Section 13.05 of the City Charter that it would be in the best interest of the City of Anoka to sell the Property to MWF Properties, LLC d/b/a Velair Development Company pursuant to the terms of the attached Purchase Agreement.

**NOW, THEREFORE**, the Council of the City of Anoka, Minnesota, ordains:

1. The City Council hereby approves the sale of said real property pursuant to the attached Purchase Agreement.
2. The City Council authorizes and directs the Mayor and City Clerk to execute a deed and all of the documents necessary to complete the sale.
3. This ordinance shall be in full force and effect seven (7) days after publication.

Adopted by the Anoka City Council this 2nd day of March, 2026

ATTEST:

\_\_\_\_\_  
Erik Skogquist, Mayor

Introduced: \_\_\_\_\_  
Adopted: \_\_\_\_\_  
Published: \_\_\_\_\_  
Effective: \_\_\_\_\_

\_\_\_\_\_  
Amy Oehlers, City Clerk

	Aye	Nay	Abstain	Absent
Skogquist	_____	_____	_____	_____
Campbell	_____	_____	_____	_____
Rostad	_____	_____	_____	_____
Scott	_____	_____	_____	_____
Weaver	_____	_____	_____	_____

## PURCHASE AGREEMENT

**THIS PURCHASE AGREEMENT (“Agreement”)** is made and entered into by and between, the City of Anoka, a municipal corporation, 2015 First Avenue North, Anoka, Minnesota 55303 (hereinafter, “**Seller**”), and MWF Properties, LLC a Minnesota limited liability company, d/b/a Velair Development Company, 7645 Lyndale Avenue South, Minneapolis, Minnesota 55423 (hereinafter, “**Buyer**”), and is effective as of the date of the last signature of the parties (the “**Effective Date**”).

In consideration of the covenants and agreements contained herein, the parties agree as follows:

1. **PREMISES.** Subject to compliance with the terms and conditions of this Agreement, Seller shall sell to Buyer and Buyer shall purchase from Seller, approximately 2.55 acres of real property located in the city of Anoka, County of Anoka, State of Minnesota, identified as Anoka County Parcel ID #06-31-24-23-0074 and legally described as Lot 1, Block 2 GRANT PROPERTIES; EX RD; SUBJ TO EASE OF REC, together with all easements, tenements, hereditaments, and appurtenances belonging thereto (collectively, the “**Property**”).
  
2. **PURCHASE OF LOT WITH BUILDING OR VACANT LOT.** (Check paragraph that pertains.)
 

<u>        </u> A.	Buyer is purchasing the lot with an existing building.
<u>    X    </u> B.	Buyer is purchasing a vacant lot.
  
3. **PURCHASE PRICE.** The purchase price for the Property shall be One Million and 00/100 Dollars (\$1,000,000.00) (the “**Purchase Price**”), which Buyer shall pay upon the following terms:
  - a. Earnest money of Twenty-Five Thousand and no/100 Dollars (\$25,000.00) to be deposited within five (5) days with First American Title Insurance Company, 6900 Wedgwood Road North, Suite 170, Maple Grove, MN 55311 (“**Title Company**”), in an interest bearing account and in accordance with the terms of this Agreement, with said Earnest Money and accrued interest being credited against the Purchase Price on the Date of Closing, as that term is hereinafter defined. Said Earnest Money and accrued interest shall hereinafter collectively be referred to as the “**Earnest Money**”.
  
  - b. The Earnest Money shall be fully refundable to Buyer until the Contingency Date, as that term is hereinafter defined, at which time it becomes non-refundable, but applicable to the Purchase Price. After the Contingency Date, the Earnest Money becomes non-refundable (except in the event of Seller default or as otherwise specified within this Agreement) but applicable to the Purchase Price. The full amount of the Earnest Money is refundable in the event of Seller’s default at any time prior to the Date of Closing. If Buyer completes its due diligence, elects to go forward and fails to close this transaction by the Date of Closing, all of the Earnest Money is non-refundable except for situations of Seller default, condemnation, title corrections, damage to or destruction of the Property.

c. The balance of the Purchase Price shall be paid by wire transfer, certified check or cashier's check on the Date of Closing, as that term is hereinafter defined.

4. **CONTINGENCIES.** Seller's obligations to sell, and Buyer's obligations to buy, under the terms and conditions of this Agreement, are contingent upon the following:

- (a) Within fourteen (14) business days of the Effective Date, Seller shall deliver to Buyer such of the following (collectively, the “**Property Documents**”) as are currently in Seller’s possession: land surveys, soil tests, environmental reports, existing leases, and inspection reports. Buyer may, at Buyer’s sole cost and expense, obtain an updated or new survey of the Property.
- (b) Seller shall permit Buyer, at Buyer’s sole expense, to enter the Property to conduct investigations, inspections and testing of the Property as set forth in Section 10 of this Agreement.
- (c) Buyer, on or before the Contingency Date, shall be satisfied with all zoning, land use, signage, watershed, environmental and other governmental approvals and permits Buyer shall deem necessary to use the Property in the manner contemplated by Buyer.
- (d) Buyer, on or before the Contingency Date, shall have received, reviewed and determined that it is satisfied with the matters disclosed by any surveys of the Property deemed necessary for examination by Buyer in its sole discretion.
- (e) All of Seller’s representations and warranties contained in this Agreement are true, accurate and correct as of the Date of Closing.
- (f) Buyer and Seller, on or before the Contingency Date, entering into a Development Agreement in form and substance mutually acceptable to Seller and Buyer for the development of the Property by Buyer which will provide that the Buyer will construct a residential community in substantial conformance with the development plat, site plan and building elevations approved by Seller, and that, subject to the terms and conditions of the Development Agreement in the event of Buyer’s material noncompliance with the terms and conditions of the Development Agreement, Seller shall have the right to repurchase the Property at a purchase price of no less than the greater of (i) the fair market value of the Property (including all site improvements and structures erected on the Property) or (ii) the Purchase Price.
- (g) Seller’s approval of Buyer’s preliminary and final plat.
- (h) The Anoka City Council approving of the sale of the Property.
- (i) Buyer shall have received the proceeds of financing necessary and sufficient, in Purchaser’s sole discretion, to complete the purchase of the Property and to implement Buyer’s planned uses of the Property, under terms acceptable to Buyer in its sole discretion.

In the event any of the above contingencies have not been satisfied or waived by the party benefitted by said contingency on or before the Date of Closing, this Agreement shall be voidable at the option of said benefitted party and, upon such termination, all Earnest Money shall be immediately refunded to Buyer.

5. **DEED/MARKETABLE TITLE.** Upon performance by Buyer, Seller shall execute and deliver a Limited Warranty Deed conveying marketable title, subject to:
- (a) Building and zoning laws, ordinances, state and federal regulations;
  - (b) Restrictions relating to use or improvement of the Property without effective forfeiture provisions;
  - (c) Reservation of any mineral rights by the State of Minnesota;
  - (d) Utility and drainage easements which may be shown on any proposed plat of the Property;
  - (e) Other matters disclosed by the Title Commitment and not objected to by Buyer.

6. **REAL ESTATE TAXES AND SPECIAL ASSESSMENTS.** Real estate taxes due and payable in and for the year of closing shall be prorated between Seller and Buyer on a calendar year basis to the actual Date of Closing.

Seller shall pay on the Date of Closing all special assessments for street, storm sewer, sanitary sewer, water main and water area charges and sewer area charges and any and all other special assessments against the Property levied and pending as of the Date of Closing.

Buyer shall pay real estate taxes due and payable in the year following closing and thereafter and any special assessments levied and payable after the Date of Closing. Seller makes no representation concerning the amount of future real estate taxes or of future special assessments.

7. **SELLER'S REPRESENTATIONS AND WARRANTIES.** As an inducement to Buyer to enter into this Agreement, and as part of the consideration therefore, Seller represents and warrants to and covenants with Buyer that:

- (a) Seller has Marketable Fee Simple Interest to the Property.
- (b) Each of the persons executing this Agreement on behalf of Seller does hereby represent and warrant that the execution and delivery of this Agreement by Seller will not constitute a default under any indenture, agreement, contract, mortgage or other instrument to which Seller is a party.
- (c) Seller has the right, power and authority to enter into this Agreement, and this Agreement and the transactions contemplated by this Agreement have been authorized and approved by Seller, and this Agreement constitutes the valid and binding obligation of Seller and is enforceable against Seller in accordance with its terms.

- (d) Seller has received no notice of any violation of any zoning, building, health and safety, fire safety and environmental codes and laws from the City of Anoka, or other local authority.
- (e) Seller has received no notice of a violation of any statutes, ordinances, regulations, judicial decrees or orders, or the pendency of any lawsuits, administrative or arbitration hearings or governmental investigations or proceedings affecting the Property.
- (f) There is no “individual sewage treatment system” (within the meaning of Minn. Stat. § 115.55) on or serving the Property.
- (g) Seller knows of no wells on the Property and hereby makes the disclosure pursuant to Minn. Stat. § 103I.235 (1). At the time of Closing, Seller will deliver any required well certificate pursuant to Minn. Stat. § 103I.235 (1) and if no such well certificate is required, shall include on the Deed the statement “the Seller certifies that the Seller does not know of any wells on the described real property.”
- (h) For purposes of satisfying the requirements of Minn. Stat. § 152.0275, to Seller’s knowledge, methamphetamine production has not occurred on the Property.
- (i) Seller is not a “foreign person”, “foreign partnership”, “foreign trust”, or “foreign estate” as defined in Section 1445 of the Internal Revenue Code.
- (j) The sale of the Property is not subject to any withholding requirements imposed by the Internal Revenue Code, including, without limitation, Section 1445(F)(3).
- (k) The Property has access to municipal water, sewer and electric in the area.
- (l) There are no management, maintenance or service contracts, leases, licenses, purchase agreements, purchase options, rights of first refusal, or other unrecorded agreements affecting the Property that will survive closing. Seller agrees not to enter into any new, or modify any existing, written or oral service contracts, leases, licenses or other recorded or unrecorded agreements affecting the Property hereafter without Buyer’s prior written consent which may be withheld in Buyer’s reasonable discretion.

The representations and warranties set forth in this Section 7 shall be continuing and shall be true and correct on and as of the closing date with the same force and effect as if made at that time and all such representations, warranties and covenants shall survive closing for a period of six (6) months. Seller agrees to indemnify and hold Buyer harmless from and against and to reimburse Buyer with respect to any and all claims, demands, causes of action, loss, damage, liabilities, and costs (including attorney’s fees and court costs) asserted against or incurred by Buyer by reason of or arising out of the breach of any representation, warranty or covenant as set forth in this Section 7 for a period of twelve (12) months after closing.

**8. REPRESENTATIONS AND WARRANTIES REGARDING ENVIRONMENTAL LAWS.** The Seller represents and warrants:

- (a) That to the best of Seller's knowledge, neither the Seller nor any prior owner of the Property used the Property in violation of currently applicable Federal, State or local environmental laws.
- (b) That Seller has not received any notice from a governmental agency for violation of environmental laws.
- (c) That if notice of violation of any environmental laws is received from a governmental agency by Seller prior to the Date of Closing, Seller shall immediately notify Buyer.
- (d) That to the best of Seller's knowledge, the Property is free from any hazardous substances.
- (e) That Seller has not taken part in the release of any hazardous substance on the Property.
- (f) That Seller has no knowledge of any violations, claims, administrative proceedings or lawsuits relating to hazardous substances on the Property.
- (g) That the Property is not subject to any so-called "super liens" due to hazardous waste clean-up and that Seller will keep the Property free from such liens prior to the Date of Closing.
- (h) That the Buyer shall have necessary right of access to and right of inspection of the property prior to closing for the purpose of determining compliance with the representations and warranties set forth in this Section 8, including the right to conduct a Phase I and/or Phase II environmental audit of the Property in Buyer's discretion and at Buyer's expense. Seller shall provide Buyer with a copy of any Phase I and Phase II environmental audit report in Seller's possession.
- (i) That the representations and warranties contained in this Section 8 shall survive the delivery of the deed.

**9. AS IS; ALL FAULTS.** Subject to Seller's representations, warranties and covenants set forth in this Agreement and in the closing documents, and subject to Buyer's rights to terminate as set forth in this Agreement, Buyer agrees to accept the condition of the Property, including specifically without limitation, the environmental and geological condition of the Property, in an "AS-IS" and with "ALL FAULTS" condition. Buyer's acceptance of title to the Property shall represent Buyer's acknowledgment and agreement that, except as expressly set forth in this Agreement or the closing documents: (i) Seller has not made any written or oral representation or warranty of any kind with respect to the Property (including without limitation express or implied warranties of title, merchantability, or fitness for a particular purpose); (ii) Buyer has not relied on any written or oral representation or warranty made by Seller, its agents or employees with respect to the condition or value of the Property; (iii) Buyer has had an adequate opportunity to

inspect the condition of the Property, including without limitation, any environmental testing, and to inspect documents applicable thereto, and Buyer is relying solely on such inspection and testing; and (iv) the condition of the Property is fit for Buyer's intended use.

- 10. PERMITTED ACCESS AND INSPECTION.** Buyer's performance of this Agreement is expressly conditioned upon Buyer's inspection and approval of the Property, which inspection shall be made within one hundred eighty (180) days after the "Effective Date" (such period being referred to herein as the "**Contingency Date**"). During the term of the Contingency Date, Buyer and its authorized representatives shall be permitted access to the Property at reasonable times for the purposes of inspection and studies, and such soil borings and environmental assessment as are deemed necessary by Buyer, all at Buyer's expense. Buyer agrees to indemnify and defend Seller from, and to hold Seller harmless against, any and all claims, causes of action or expenses, including attorney's fee, relating to or arising from Buyer's presence on the Property prior to the Date of Closing. Buyer agrees to repair any damage to the Property caused by such inspections and to return the Property to substantially the same condition as existed prior to Buyer's inspection. Buyer shall have the right, for any reason or no reason, in Buyer's sole discretion, to terminate this Agreement prior to expiration of the Contingency Date. Should Buyer elect to terminate this Agreement, as provided in the preceding sentence, Buyer shall notify Seller of the same in writing prior to expiration of the Contingency Date, and this Agreement shall be null and void and all Earnest Money shall be refunded to Buyer within five (5) business days of such notice. Failure of the Buyer to provide this written notice within the prescribed time shall be a waiver of this condition and Buyer's right to terminate under this Section 10.

Buyer shall have the option to extend the Contingency Date by up to three (3) ninety (90) day periods by notifying Seller in writing, before expiration of the initial Contingency Date, if Buyer intends to implement the first extension, and before the expiration of the adjusted Contingency Date if Buyer intends to implement the second extension. Each such extension shall be referred to herein as a "**Contingency Extension**". Prior to implementing each Contingency Extension, Buyer shall deposit an additional Ten Thousand and 00/100 Dollars (\$10,000.00) into the Earnest Money account with the Title Company ("Extension Fee"). Unless otherwise specified in this Agreement, each Extension Fee shall be non-refundable but credited against the Purchase Price.

- 11. BUYER'S REPRESENTATIONS AND WARRANTIES.** Buyer hereby represents and warrants to Seller, which representation and warranty shall survive the Closing, that the individuals executing this Agreement on behalf of Buyer have the legal authority and the legal capacity to execute this Agreement on behalf of Buyer and to bind Buyer and that Buyer has the full and complete authority to enter into this Agreement and to purchase the Property.
- 12. BROKERAGE.** Buyer and Seller are responsible for their respective real estate commissions, if any. Buyer and Seller hereby indemnify each other and agree to hold each other harmless from any and all claims for real estate agent's or broker's commissions arising from the actions of the indemnitor. This provision shall survive Closing and any termination of this Agreement.

**13. POSSESSION.** Seller shall deliver possession of the Property not later than the Date of Closing.

**14. EXAMINATION OF TITLE.** Title examination will be conducted as follows:

- A. Seller's Title Evidence. Buyer shall obtain at its cost, and pay the insurance premiums for, a commitment ("Title Commitment") for an ALTA form Owner's Policy of Title Insurance, certified to date to include proper searches covering bankruptcies, State and Federal judgments and liens, insuring title to the Property deleting standard exceptions and including affirmative insurance regarding zoning, contiguity, appurtenant easements and such other matters as may be identified by Buyer, in the amount of the Purchase Price issued by a title insurance company acceptable to Buyer, subject only to the Permitted Encumbrances.
- B. Buyer's Objections. Buyer shall have until the Contingency Date for examination of title and making any objections, which shall be made in writing or deemed waived.

**15. TITLE CORRECTIONS AND REMEDIES.** Seller shall have thirty (30) days from receipt of Buyer's written title objections to make title marketable. Upon receipt of Buyer's title objections, Seller shall, within ten (10) business days, notify Buyer of Seller's intention as to making the title marketable within the thirty (30) day period. Liens or encumbrances for liquidated amounts which can be released by payment or escrow from proceeds of closing shall not delay the closing. Cure of the defects by Seller shall be reasonable, diligent, prompt, and paid by Seller. Pending correction of title, all payments required herein and the closing shall be postponed.

- A. If notice is given and Seller informs Buyer that it will not make title marketable, or if Seller proceeds to make title marketable but the thirty (30) day period expires without title being made marketable, Buyer may seek, as permitted by law, any one of the following:
  - (1) Proceed to closing waiving the objections to title; or
  - (2) Rescission of this Agreement by notice as provided herein, in which case this Agreement shall be null and void, neither party shall be liable for damages hereunder to the other, and the Earnest Money and exercised Extension Fees shall be refunded to Buyer.
  - (3) Withhold from the Purchase Price an amount which, in the reasonable judgment of the Title Company, is sufficient to ensure correction of the title objections. Any amount so withheld from the Purchase Price will be placed in escrow with the Title Company, pending such correction. If Seller does not correct the title objections within thirty (30) days after such escrow is established, Buyer may then correct such title objections and charge the costs against the escrowed amount. The parties agree to execute and deliver such documents as may be reasonably required by the Title Company, and Seller agrees to pay the charges of the Title Company to create and administer the escrow.

- B. If notice is given and Seller makes title marketable, then upon presentation to Buyer and proposed lender of documentation establishing that title has been made marketable, and if not objected to in the same time and manner as the original title objections, the closing shall take place within ten (10) business days or on the scheduled closing date, whichever is later.
- C. If title is marketable, or is made marketable as provided herein, and Buyer defaults in any of the agreements herein beyond applicable notice and cure periods, Seller may cancel this Agreement as provided by statute and retain all Earnest Money and exercised Extension Fees as liquidated damages.
- D. If title is marketable, or is made marketable as provided herein, and Seller defaults in any of the agreements herein beyond applicable notice and cure periods, Buyer may cancel this Agreement as provided by statute, with all Earnest Money and exercised Extension Fees refunded to Buyer.

*TIME IS OF THE ESSENCE FOR ALL PROVISIONS OF THIS CONTRACT.*

- 16. **CONDEMNATION.** If, prior to the closing, the Property shall be the subject of an action in eminent domain or a proposed taking by a governmental authority, whether temporary or permanent, Buyer, at its sole discretion, shall have the right to terminate this Agreement upon written notice to Seller without liability on its part by so notifying Seller and the Earnest Money and exercised Extension Fees shall be refunded to Buyer. If Buyer does not exercise its right of termination, (i) any and all proceeds arising out of any such eminent domain or taking shall be held in trust by Seller for the benefit of Buyer and paid to Buyer at closing; and (ii) the "Property" shall thereafter be defined to mean the Property less the portion taken by eminent domain or condemnation. In no event shall the Purchase Price be increased by the amount of any such proceeds.
- 17. **CASUALTY.** If, prior to the closing, the Property is damaged or destroyed, Buyer, at its sole discretion, shall have the right to terminate this Agreement upon written notice to Seller without liability on its part by so notifying Seller and the Earnest Money and exercised Extension Fees shall be refunded to Buyer.
- 18. **CLOSING.** Subject to the fulfillment or waiver of the conditions hereof, and provided that all of the covenants, representations and warranties of the parties are true and correct on the Date of Closing as though made on such date, the closing of the purchase and sale shall take place within thirty (30) business days of satisfaction or waiver of the contingencies set forth in Section 4 above, or on such other date as Seller and Buyer may mutually determine (the "**Date of Closing**") at the offices of the Title Company or at such other place as Seller and Buyer may mutually determine.
- 19. **SELLERS OBLIGATION AT CLOSING.** At or prior to the Date of Closing, Seller shall:
  - A. Deliver to Buyer, Seller's duly recordable Limited Warranty Deed (the "**Deed**") to the Property (in a form reasonably satisfactory to Buyer) conveying to Buyer Marketable Fee Simple Title to the Property and all rights appurtenant thereto, subject only to the Permitted Exceptions.

- B. Deliver to Buyer, Title Company's standard affidavit of Seller, confirming that Seller is not a "foreign corporation" within the meaning of Section 1445 of the Internal Revenue Code.
  - C. Deliver to Buyer, Title Company's standard affidavit of Seller, in form and content sufficient to allow Title Company to delete the standard exceptions contained in Buyer's Owners Title Insurance Policy relative to (i) parties in possession, (ii) liens for labor, materials, or services, (iii) unrecorded easements or other instruments and (iv) the gap between date of title commitment and the recording date of the Deed.
  - D. Deliver to Buyer, a certificate confirming that the representations and warranties set forth in Section 7 of this Agreement are true and correct as of the Date of Closing as though made as of such date.
  - E. Deliver to Buyer, such other documents as may be reasonably required by this Agreement (including, without limitation, authorizing resolutions of Seller), all in a form reasonably satisfactory to Buyer, Seller and Title Company.
- 20. PAYMENT OF CLOSING COSTS.** Seller shall pay for transfer taxes and State deed taxes. Buyer shall pay for recording costs. Closing fees shall be split evenly between the parties. Each party will pay all other closing costs which are normally allocated of Buyers and Sellers in a real estate transaction.
- 21. ASSIGNMENT.** This Agreement, and rights hereunder, may be sold, assigned or transferred at any time by Buyer to Buyer's parent, affiliates or subsidiaries, any party that merges or consolidates with Buyer or its parent, or any entity which acquires substantially all of the assets of Buyer, without the consent of Seller. As to other parties, this Agreement may not be sold, assigned, or transferred without the prior written consent of Seller, with such consent not to be unreasonably withheld or delayed. For purposes of this paragraph, a "parent," "affiliate" or "subsidiary" means an entity which directly or indirectly controls, is controlled by or under common control with Buyer. In the event of a sale, assignment or transfer to a parent, affiliate or subsidiary, Buyer shall remain liable for the full performance of Buyer's obligations hereunder unless Seller expressly releases Buyer from such liability in writing.
- 22. ESCROW.** Title Company, as Escrow Agent, is authorized and agrees by acceptance thereof to promptly deposit the Earnest Money and exercised Extension Fees as provided herein and to hold same in escrow and to disburse the same in accordance with the terms and conditions of this Agreement. The sole duties of Escrow Agent regarding the Earnest Money and exercised Extension Fees shall be those described herein, and Escrow Agent shall be under no obligation to determine whether the other parties hereto are complying with any requirements of law or the terms and conditions of any other agreements among said parties. Escrow Agent may conclusively rely upon and shall be protected in acting upon any written notice, consent, order or other document believed by it to be genuine and to have been signed or presented by the proper party or parties to this Agreement. Escrow Agent shall have no duty or liability to verify any such written notice, consent, order or other document, and its sole responsibility shall be to act as expressly set forth in this Agreement. Escrow Agent shall be under no obligation to institute or defend any action, suit or proceeding in connection with this Agreement. If Buyer and Seller execute any separate

escrow instructions or an escrow agreement with Escrow Agent, then in the event of a conflict between the terms of such escrow instructions or escrow agreement and the terms of this Agreement, the terms of this Agreement shall control.

**23. NO WAIVERS.** The waiver by either party hereto of any condition or the breach of any term, covenant or condition herein contained shall not be deemed to be a waiver of any other condition or of any subsequent breach of the same or of any other term, covenant or condition herein contained. Buyer, in its sole discretion may waive any right conferred upon Buyer by this Agreement; provided that such waiver shall only be made by Buyer giving Seller written notice specifically describing the right waived.

**24. REMEDIES.**

A. In the event that Seller shall fail to consummate this Agreement for any reason, except Buyer's default or a termination of this Agreement by Buyer or Seller pursuant to a right to do so under the provisions hereof and Seller shall fail to cure such default within ten (10) business days after written notice of such default, Buyer, as its sole and exclusive remedy, may (i) terminate this Agreement by notifying Seller thereof and receive the Earnest Money and exercised Extension Fees or (ii) apply for and receive from a court of competent jurisdiction equitable relief by way of specific performance to enforce Seller's performance of the terms of this Agreement.

B. In the event that Buyer should fail to consummate this Agreement for any reason, except Seller's default or the termination of this Agreement by Buyer or Seller pursuant to a right to do so under the terms and provisions hereof and Buyer shall fail to cure such default within ten (10) business days after written notice of such default, then Seller, as its sole and exclusive remedy, may terminate this Agreement by notifying Buyer thereof and receive the Earnest Money and exercised Extension Fees as liquidated damages. The parties agree that Seller will suffer damages in the event of Buyer's default on its obligations. Although the amount of such damages is difficult or impossible to determine, the parties agree that the amount of the Earnest Money and exercised Extension Fees is a reasonable estimate of Seller's loss in the event of Buyer's default. Thus, Seller shall accept and retain the Earnest Money and exercised Extension Fees as liquidated damages but not as a penalty, such liquidated damages shall constitute Seller's sole and exclusive remedy. In the event Seller is entitled to the Earnest Money and exercised Extension Fees as liquidated damages, the Earnest Money and exercised Extension Fees shall be immediately paid to Seller by the Title Company upon receipt of written notice from Seller that Buyer has defaulted under this Agreement, and Buyer agrees to take all such actions and execute and deliver all such documents necessary or appropriate to effect such payment.

C. Seller and Buyer acknowledge that they have read and understand the provisions of the foregoing liquidated damages provision and by their signatures on this Agreement agree to be bound by its terms.

25. **NOTICES.** All notices required herein shall be in writing and delivered by email, personally, or by national courier (UPS or FedEx) via overnight delivery, or mailed via certified mail, return receipt requested, to the address as shown at paragraph 1 above and, if mailed, are effective as of the date of receipt. Any party, by notice given as aforesaid, may change the address to which subsequent notices are to be sent to such party.
26. **MINNESOTA LAW.** This contract shall be governed by the laws of the State of Minnesota.
27. **SUCCESSORS OR ASSIGNS.** The terms, conditions, covenants, and agreements of this Agreement extend to and are binding upon Seller, Buyer, and their respective heirs, administrators, executors, legal representatives and permitted successors, subtenants, and assigns, if any, and upon any person or entity coming into ownership or possession of any interest in the Property by operation of law or otherwise. Provided, however, any such assignment of this Agreement by Buyer must be in accordance with Section 21 above.
28. **FULL AGREEMENT.** The Parties acknowledge that this Agreement represents the full and complete agreement of the Parties relating to the purchase and sale of the Property and all matters related to the purchase and sale of the Property. This Agreement supersedes and replaces any prior agreements, either oral or written, and any amendments or modifications to this Agreement must be in writing and executed by both Parties to be effective.
29. **COUNTERPARTS.** This Agreement and any amendments to this Agreement may be executed in counterparts, each of which shall be fully effective and all of which together shall constitute one and the same instrument.
30. **NO JOINT VENTURE, PARTNERSHIP.** Seller and Buyer, by entering into this Agreement and consummating the transactions contemplated hereby, shall not be considered joint venturers or partners. Buyer shall indemnify and defend Seller from any and all loss, liability, claim or damage resulting from Seller being deemed a joint venturer or partner of Buyer. Seller shall indemnify and defend Buyer from any and all loss, liability, claim or damage resulting from Buyer being deemed a joint venturer or partner of Seller.
31. **SEVERABILITY.** In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision hereof, and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.
32. **BUSINESS DAYS.** In the event that any deadline or performance date set forth in this Agreement falls on a Saturday, Sunday or date that banks are closed for a banking holiday, such deadline or performance date shall be deemed to be postponed to the next business day thereafter.

**33. ATTORNEYS' FEES AND JURY WAIVER.** If either Party shall be required to employ an attorney to enforce or defend the rights of such Party hereunder, the prevailing Party shall be entitled to recover reasonable attorneys' fees. EACH PARTY HERETO WAIVES TRIAL BY JURY IN ANY ACTION, PROCEEDING, CLAIM OR COUNTERCLAIM BROUGHT BY ANY PARTY IN CONNECTION WITH ANY MATTER ARISING OUT OF OR IN ANY WAY CONNECTED WITH THIS CONTRACT, THE RELATIONSHIP OF BUYER AND SELLER HEREUNDER OR THE PROPERTY.

By the signatures below, both the Buyer and Seller agree to the above terms.

**SELLER:**  
CITY OF ANOKA

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Erik Skogquist, Mayor

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Amy Oehlers, City Clerk

**BUYER:**  
MWF PROPERTIES, LLC

Date: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

10/13/2025

City of Anoka  
c/o Doug Borglund  
2015 First Avenue North  
Anoka, MN 55303



**RE: Proposal to Purchase Property at the SE corner of Johnson Street and 4<sup>th</sup> Ave, Anoka**

Mr. Borglund,

I am pleased to submit the following proposal for the purchase of land at the address stated above. The following represents the basic terms and conditions of the proposal:

**Buyer:** MWF Properties, LLC or its assigns.

**Seller:** City of Anoka

**Property:** Approximately 2.55 acres of land identified as Anoka County Parcel ID #06-31-24-23-0074 to be further defined by legal description in a Purchase Agreement to be prepared after acceptance of this proposal.

**Purchase Price:** One Million Dollars (\$1,000,000.00).

**Closing:** Within thirty (30) calendar days after the Contingency Date and waiver of all contingencies.

**Earnest Money:** \$25,000 to be credited against the Purchase Price. Earnest Money will be deposited in an interest-bearing trust account with First American Title Insurance Company.

**Escrow Terms:** The Earnest Money ("Initial Earnest Money") is fully refundable to Buyer until The Contingency Date at which time it becomes non-refundable, but applicable to the purchase price. After the Contingency Date, the Earnest Money becomes non-refundable (except in the event of Seller default) but applicable to the purchase price. The full amount of the Earnest Money and accrued interest is refundable in the event of Seller default at any time prior to closing. If Buyer completes its due diligence, elects to go forward and fails to close this transaction by the Closing date, all of the Earnest Money is non-refundable except for situations of default, condemnation, title corrections, damage to or destruction of the property.

**Seller's Documentation:** Within fourteen (14) days after the effective date of a purchase agreement, Seller shall provide to Buyer all property information in Seller's possession, including land surveys, soils tests, environmental reports, existing leases, and inspection reports.

**Due Diligence Period & Contingencies:** Buyer will have until 180 days following the Effective Date of the Purchase Agreement (the "Contingency Date") to complete its due diligence and satisfy the following additional contingencies:

1. Environmental
2. Soils
3. Survey
4. Title

5. Governmental Approvals
6. Necessary Financial Approvals

Seller agrees to cooperate fully with Buyer in obtaining any necessary governmental approvals for the Property prior to the Contingency Date. Additionally, Seller shall allow Buyer access to the Property to complete all necessary inspections and due diligence.

**Extension Options:** Buyer shall have the option to extend the Contingency Date by up to three, 90-day periods. Buyer shall notify Seller in writing before the Initial Contingency Date if it intends to implement the first extension, and before the adjusted Contingency Date if it intends to implement the second extension. Upon implementing each Contingency Extension, Buyer shall deposit an additional Ten Thousand Dollars (\$10,000) into the Earnest Money account with First American Title. Those funds shall be non-refundable but credited against the Purchase Price at closing.

**Purchase Agreement:** Buyer will prepare, at its expense, a Purchase Agreement to be reviewed, negotiated in good faith and executed by Buyer and Seller.

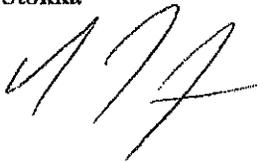
**Closing Costs:** Buyer will pay for a title insurance commitment and Buyer will pay the insurance premium. Seller will pay for transfer taxes and state deed taxes. Buyer to pay recording costs. Closing fees to be split 50/50. Property taxes and Assessments to be paid current and prorated as of the date of closing. All other items to be determined and negotiated, but generally based upon custom and practice.

**Real Estate Commission:** Buyer is not represented in this transaction by a broker or other commission-based professional. Seller to pay all sales commissions, if any, associated with this transaction.

**Acceptance:** This purchase agreement term sheet is open for acceptance until the close of business October 31<sup>st</sup>, 2025. Upon acceptance of this proposal, and until such time as a Purchase Agreement is executed by and between Buyer and Seller, Seller will not solicit, make, accept, negotiate, or otherwise pursue any offers for the sale or purchase of the property.

If the above basic terms and conditions are acceptable, please indicate by signing below and returning one (1) original to our attention. We will then proceed towards finalizing a Purchase Agreement. Should you have any questions, please do not hesitate to call. We look forward to working with you.

Sincerely,  
MWF Properties, LLC  
Chris Stokka



**Acknowledged and Agreed:**

By: 

Date: Oct. 20, 2025

# 4th Avenue and Johnson Street Location Map



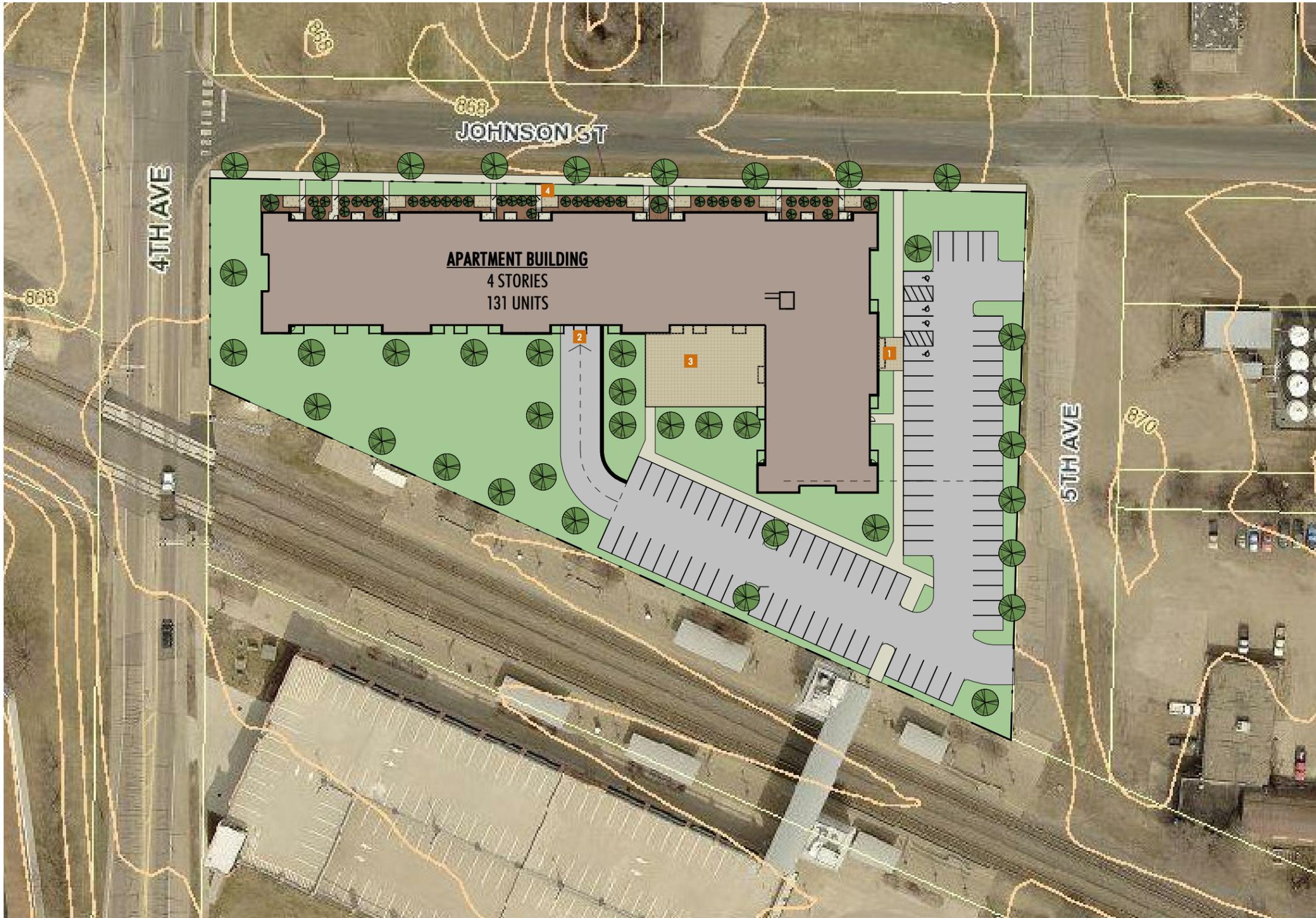
**Parcel Information:**

Approx. Acres:  
Commissioner:

**Owner Information:**



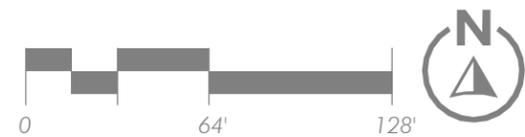
Plat:



**SITE PLAN KEY**

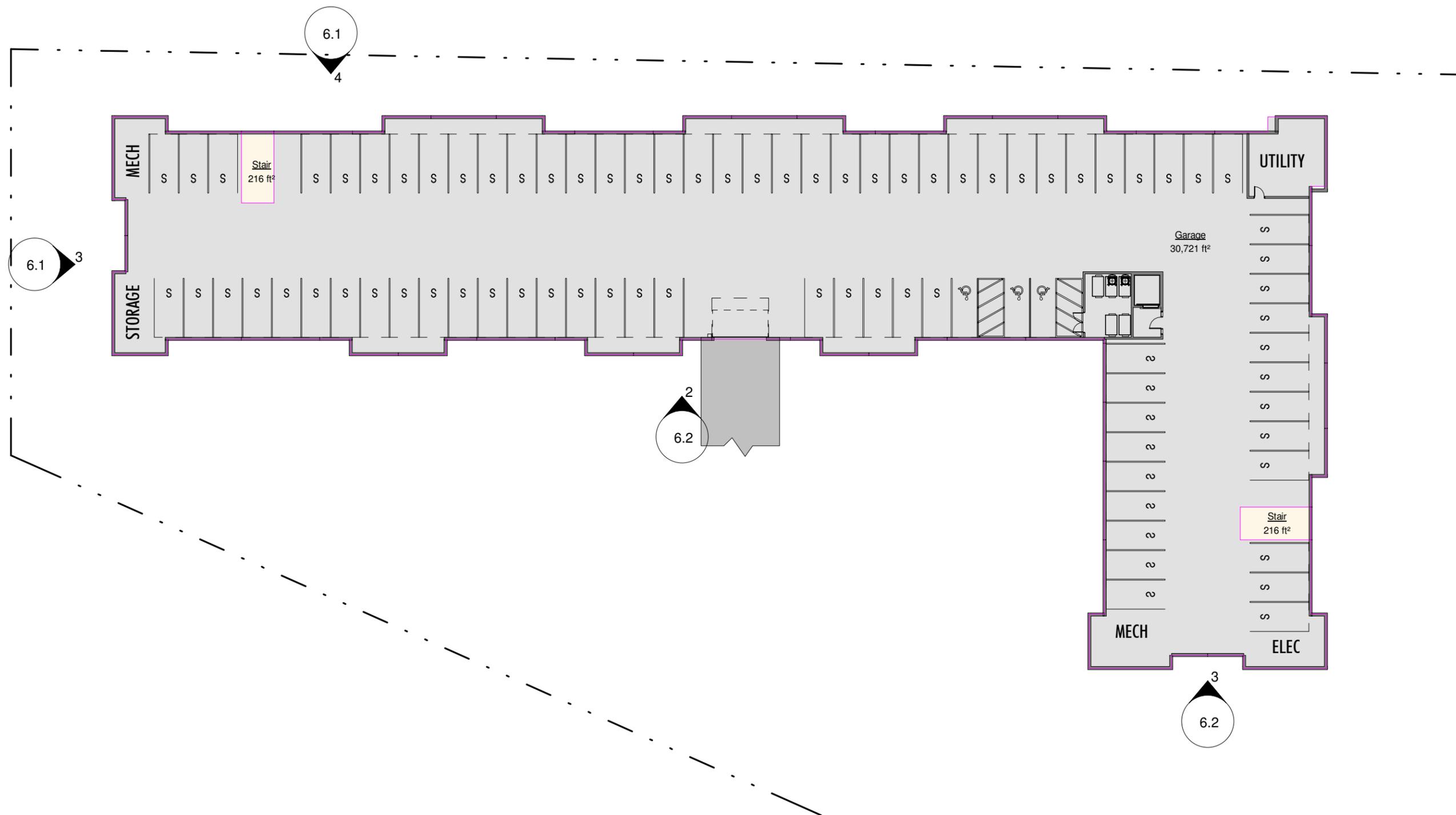
- 1 BUILDING ENTRANCE
- 2 GARAGE ENTRANCE
- 3 OUTDOOR PATIO
- 4 WALK-UP UNITS

① SD Site Plan  
1/64" = 1'-0"





1 Level 1  
 1/32" = 1'-0"



① Level -1  
1/32" = 1'-0"



1 Level 2  
 1/32" = 1'-0"



CONCEPTUAL RENDERING - JOHNSON ST AND 5TH AVE (NORTHEAST VIEW)



CONCEPTUAL RENDERING - JOHNSON ST AND 4TH AVE (NORTHWEST VIEW)



CONCEPTUAL RENDERING - SOUTHEAST VIEW



Truss Brg. 141'-0 3/4"  
 Level 4 131'-11 5/8"  
 Level 3 121'-3 3/4"  
 Level 2 110'-7 7/8"  
 Level 1 100'-0"

① Exterior Elevation - East  
 3/64" = 1'-0"



Truss Brg. 141'-0 3/4"  
 Level 4 131'-11 5/8"  
 Level 3 121'-3 3/4"  
 Level 2 110'-7 7/8"  
 Level 1 100'-0"

③ Exterior Elevation - West 1  
 3/64" = 1'-0"



Truss Brg. 141'-0 3/4"  
 Level 4 131'-11 5/8"  
 Level 3 121'-3 3/4"  
 Level 2 110'-7 7/8"  
 Level 1 100'-0"

② Exterior Elevation - North 1  
 3/64" = 1'-0"



Truss Brg. 141'-0 3/4"  
 Level 4 131'-11 5/8"  
 Level 3 121'-3 3/4"  
 Level 2 110'-7 7/8"  
 Level 1 100'-0"

④ Exterior Elevation - North 2  
 3/64" = 1'-0"



① Exterior Elevation - West 2  
3/64" = 1'-0"



③ Exterior Elevation - South End  
3/64" = 1'-0"



② Exterior Elevation - South  
3/64" = 1'-0"

## GROSS AREA - TOTAL

<i>Level</i>	<i>Area</i>
Level 4	31,147 ft <sup>2</sup>
Level 3	31,147 ft <sup>2</sup>
Level 2	31,902 ft <sup>2</sup>
Level 1	31,147 ft <sup>2</sup>
Level -1	31,153 ft <sup>2</sup>
Grand total	156,496 ft <sup>2</sup>

## PARKING

<i>Level</i>	<i>Type</i>	<i>Count</i>
Level -1	Parking - Garage	82
Level 1	Parking - Surface	85
		167

## UNIT MIX - GROSS AREA

<i>Name</i>	<i>Count</i>	<i>Unit Gross Area</i>	<i>Total Area</i>	<i>%</i>
		<i>Main Floor</i>		
<b>1BR</b>				
Unit A1	35	687 ft <sup>2</sup>	24,036 ft <sup>2</sup>	27%
Unit A2	48	755 ft <sup>2</sup>	36,238 ft <sup>2</sup>	37%
	83		60,274 ft <sup>2</sup>	63%

### 1BR (Alcove)

Unit S1	15	666 ft <sup>2</sup>	9,984 ft <sup>2</sup>	11%
Unit S2	6	515 ft <sup>2</sup>	3,090 ft <sup>2</sup>	5%
	21		13,075 ft <sup>2</sup>	16%

### 2BR

Unit C1	7	1,094 ft <sup>2</sup>	7,655 ft <sup>2</sup>	5%
Unit C2	16	1,234 ft <sup>2</sup>	19,739 ft <sup>2</sup>	12%
Unit C3	4	1,169 ft <sup>2</sup>	4,676 ft <sup>2</sup>	3%
	27		32,070 ft <sup>2</sup>	21%
Grand total	131		105,418 ft <sup>2</sup>	100%

# COUNCIL MEMO

Agenda Item # 9.5

**Meeting Date:** February 2, 2026  
**Agenda Section:** Ordinances & Resolutions  
**Item Description:** ORD/Approving an Option Agreement for the 2<sup>nd</sup> Avenue and Van Buren Street City Owned Development Site (1<sup>st</sup> Reading)  
**Submitted By:** Doug Borglund, Community Development Director

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## BACKGROUND INFORMATION

### *Property Overview and Development History:*

The subject property consists of 2.15 acres located at 2nd Avenue and Van Buren Street, immediately north of the 2nd Avenue City parking ramp. The site has remained vacant for several years and has long been identified as a priority redevelopment opportunity for the City of Anoka. The only existing structure is the Old Library Building, utilized by the Anoka County Historical Society. The Historical Society is relocating to another site within the city, clearing the way for redevelopment.

### *Proposed Development Plans:*

The City and Gaughan Development have been in discussions regarding redevelopment of this site since 2018. The current concept envisions a 4–5 story mixed-use project with the following components:

- 371 structured parking stalls
- 164 market-rate apartment units
- 21 ownership condominium units
- 11,000 sq. ft. event center
- 38-room boutique hotel
- Restaurant space

The estimated construction value is approximately \$60 million, representing a major private investment in downtown Anoka. Conceptual site plans and building elevations accompany the full report.

### *Option Agreement Highlights:*

The Option Agreement is between:

- Seller: City of Anoka
- Buyer: Gaughan Development, LLC

Key terms include:

- Buyer receives an exclusive option to purchase the land for future development.
- Buyer pays a non-refundable \$10,000 Option Payment.
- The Option Period **runs** 180 days from the Effective Date.
- Buyer may extend the Option Period twice, each for 120 days, by:
  - Providing written notice at least 30 days before expiration, and
  - Paying an additional \$5,000 per extension.

*Overview of Projected Development Milestones:*

<u>Milestone</u>	<u>Est. Date</u>	<u>Notes</u>
1st Reading – Option Agreement	Feb 2, 2026	City Council
2nd Reading – Option Agreement	Mar 2, 2026	City Council
TIF Exploration (Application–Consideration)	Mar–Apr 2026	Estimated 30–60 days
Purchase Agreement Negotiation & Approvals	Apr–Jun 2026	Estimated 60–90 days
Project Entitlements	Jul 2026	Estimated 120 days
Construction Drawings & Financing Completion	Nov 2026	Estimated 240 days
Real Estate Closing	Jun 2027	—
Groundbreaking / Construction Start	Jul 2027	—

**FINANCIAL IMPACT**

NA

**REQUESTED COUNCIL ACTION**

Hold the 1<sup>st</sup> reading and introduce the ordinance approving an Option Agreement for the 2<sup>nd</sup> Avenue and Van Buren Street City owned development site.

**REQUIRED VOTE**

A majority vote of the City Council is required to move this item to a 2nd reading on March 2, 2026.



2015 First Avenue, Anoka MN 55303  
Phone: (763) 576-2700 Website: [www.anokaminnesota.com](http://www.anokaminnesota.com)

**CITY OF ANOKA, MINNESOTA  
ORDINANCE**

**ORD-2026-XXXX**

**AN ORDINANCE APPROVING AN OPTION AGREEMENT FOR 2<sup>ND</sup> AVENUE AND  
VAN BUREN STREET CITY OWNED DEVELOPEMNT SITE**

**WHEREAS**, the City of Anoka owns real property identified in the Option Agreement attached as Exhibit A (“Option Agreement”); and

**WHEREAS**, Gaughan Development, LLC proposes an option to purchase the property identified in the Option Agreement; and

**WHEREAS**, the Council has determined in accordance with Section 13.05 of the City Charter that it would be in the best interest of the City of Anoka to explore an option to sell the real property described in the Option Agreement to Gaughan Development, LLC pursuant to the terms of the attached Option Agreement.

**NOW, THEREFORE**, the Council of the City of Anoka, Minnesota, ordains:

1. The City Council hereby approves exploring the sale of said real property pursuant to the attached Option Agreement.
2. The City Council authorizes and directs the Mayor and City Clerk to execute all documents necessary to complete the Option Agreement.
3. This ordinance shall be in full force and effect seven (7) days after publication.

Adopted by the Anoka City Council this 2nd day of March, 2026

ATTEST:

\_\_\_\_\_  
Erik Skogquist, Mayor

Introduced: \_\_\_\_\_  
Adopted: \_\_\_\_\_  
Published: \_\_\_\_\_  
Effective: \_\_\_\_\_

\_\_\_\_\_  
Amy Oehlers, City Clerk

	Aye	Nay	Abstain	Absent
Skogquist	_____	_____	_____	_____
Campbell	_____	_____	_____	_____
Rostad	_____	_____	_____	_____
Scott	_____	_____	_____	_____
Weaver	_____	_____	_____	_____

**OPTION AGREEMENT**

THIS OPTION AGREEMENT (“**Agreement**”) is by and between the City of Anoka, a Minnesota municipal corporation, 2015 First Avenue North, Anoka, Minnesota 55303 (“**Seller**”), and Gaughan Development, LLC, a Minnesota corporation, 56 East Broadway Suite 200 Forest Lake MN 55025 (“**Buyer**”), and is effective as of the date of the last signature of the parties (the “**Effective Date**”).

WHEREAS, Seller is the owner of various parcels of real property located in the City of Anoka, County of Anoka, State of Minnesota, and legally described as set forth in **Exhibit A** attached hereto and made a part hereof, together with all rights pertaining thereto, including without limitation all easements, privileges, hereditaments and appurtenances (collectively referred to herein as the “**Land**”);

WHEREAS, Buyer has requested an option from Seller to purchase the Land for purposes of potential future development by Buyer, and Seller is willing to grant an option to Buyer for such purposes, pursuant to the terms and conditions set forth below; and

WHEREAS, the purchase price for the Land will be evaluated by the Seller and negotiated with the Buyer during the Option Period. Upon agreement of a purchase price, a mutually acceptable Purchase Agreement will be prepared and executed by the parties.

NOW THEREFORE, in consideration of the mutual covenants hereinafter set forth and the Option Payment hereinafter described, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Seller and Buyer hereby agree as follows:

Section 1. Grant of Option.

Seller hereby grants to Buyer the exclusive right and option to purchase the Land upon the terms and subject to the conditions hereinafter set forth (the “**Option**”).

Section 2. Option Payment.

On or before the Effective Date, Buyer shall pay Seller the sum of Ten Thousand (\$10,000), which shall constitute the “**Option Payment**” hereunder. The Option Payment shall be non-refundable. In the event Buyer exercises the Option, the Option Payment shall be credited against the Purchase Price payable for the Land, as set forth in Section 4 below. In the event Buyer does not exercise the Option, the Option Payment shall be retained by Seller as consideration for granting the Option.

Section 3. Option Period.

The period during which the Option may be exercised by Buyer (the “**Option Period**”) shall commence on the Effective Date of this Agreement and shall expire at 5:00 p.m. central standard time 180 days, from Effective Date unless extended as provided in this Section 3. Buyer has the right to extend the Option Period for up to two (2) additional one hundred twenty (120) day extension periods by providing written notice to Seller given at least thirty (30) days prior to the expiration of the then current Option Period, accompanied by payment of the additional sum

of Five Thousand (\$5,000) for each additional Option Period extension (collectively referred to herein as the “**Option Extension Payment**”). In the event Buyer does not timely exercise the Option as may be extended under this Section 3, the Option shall be deemed to have lapsed, the Option Payment and, if made, the Option Extension Payment, shall be retained by Seller as consideration for granting the Option and, if applicable, for extending the Option Period, Buyer shall have no further rights with respect to the Land, and Buyer shall deliver to Seller a quitclaim deed to the Land.

Section 4. Exercise of Option.

Buyer may exercise the Option at any time during the Option Period by delivering to Seller a written notice of exercise of the Option, together with a signed Purchase Agreement mutually acceptable to the parties, and the deposit of the Earnest Money as agreed to between the parties and as identified in the Purchase Agreement. The written notice of exercise shall specify a closing date no later than 240 days following the date of the notice. If the purchase is closed, the Option Payment, any Option Extension Payment, and the Earnest Money shall all be credited against the Purchase Price payable for the Land. If the purchase is not closed because any of the contingencies set forth in Section 7 are not satisfied or waived within the applicable periods, because Seller cannot deliver marketable title to the Land, or because Seller has breached any other warranty or covenant in this Agreement, then all such funds shall be refunded by Seller to Buyer. If the purchase is not closed for any other reason, the Option Payment, any Option Extension Payment, and the Earnest Money shall all be retained by Seller as liquidated damages and neither party shall have any further liability to the other. If Buyer exercises the Option and Seller defaults in any obligation under this Agreement, Buyer may, at its option either (i) enforce specific performance of this Agreement; or (ii) terminate this Agreement upon written notice to Seller, in which event the Option Payment, any Option Extension Payment, and the Earnest Money shall be refunded to Buyer. Buyer shall not have the right to recover damages from Seller by reason of Seller’s default. Any action by Buyer for specific performance shall be commenced within six (6) months after such right of action arises.

Section 5. Seller’s Warranties and Representations.

Seller makes the following representations and warranties to Buyer, each of which shall be deemed to be independently material and relied upon by Buyer, regardless of any investigation made by, or information known to, Buyer:

5.1 Seller has full power and authority to enter into and perform this transaction according to its terms.

5.2 Upon exercise of the Option by Buyer, Seller shall at Closing convey good and marketable title to the Land to Buyer, free and clear of any and all liens, claims, charges, security interests, exceptions and defects of title, or other encumbrances except Permitted Exceptions.

5.3 There is a right of access to the Land from a public right-of-way.

5.4 Any labor or materials furnished to the Land at Seller’s request will be fully paid for prior to the Closing so that no lien for labor or materials rendered can be asserted against the Land.

5.5 There are no present violations of any restrictions relating to the use or improvement of the Land and Seller is not in default in the performance of any obligations under any easement agreement, covenant, condition, restriction, common interest community requirement, lease or other instrument relating to the Land. Seller and Buyer are aware of the lease agreement with Anoka County Historical Society who are actively seeking to relocate to another site.

5.6 Seller has no notice or knowledge of: (i) any violation of any law, ordinance, rule, code or regulation requiring any work, construction, or installation on or in connection with the Land; (ii) any planned or commenced public improvement which may result in special assessments or otherwise directly or materially affect the Land; (iii) any planned, pending or contemplated condemnation, eminent domain, or similar action or proceeding with respect to the Land or any part thereof.

5.7 Seller has no knowledge or notice that any part of the Land is located within a flood plain or soil erosion hazard area. Seller has no knowledge or notice that storm water systems at the Land, if any, are connected to sanitary sewer lines.

5.8 There are no legal actions, suits, proceedings, litigation, arbitration, administrative hearings, attachments or executions, pending or threatened against Seller relating to the Land that are known to Seller or that may arise by reason of the transaction contemplated herein.

5.9 Seller has no knowledge and has received no notice that the Land is in violation of or has violated, in connection with ownership, use, maintenance or operation of the Land, any applicable federal, state, county or local statutes, laws, regulations, rules, ordinances, codes, standards, orders, licenses and permits of any governmental authorities relating to environmental matters, including by way of illustration and not by way of limitation the Clean Air Act, the Federal Water Pollution Control Act of 1972, the Resource Conservation and Recovery Act of 1976, the Comprehensive Environmental Response, Compensation and Liability Act of 1980, and the Toxic Substances Control Act, and the Minnesota Environmental Response and Liability Act (including any amendments or extensions thereof and any rules, regulations, standards or guidelines issued pursuant thereto), or any other applicable environmental standards or requirements. If any notice of violation of any environmental laws is received by Seller prior to Closing, Seller shall immediately notify Buyer. To Seller's best knowledge, the Land is free from any hazardous substances. Seller has not taken part in the release of any hazardous substances on the Land.

5.10 Seller does not know of any wells or underground storage tanks on the Land. Seller warrants that there is no individual sewage treatment system on or serving the Land.

5.11 There are no unsatisfied judgments or state or federal tax liens of record against Seller. With the exception of the Anoka County Historical Society's lease for a portion of the Land, Seller has no knowledge of any unrecorded mortgages, contracts for deed, purchase agreements, leases, options, easements, or other agreements or interests relating to any portion of the Land.

5.12 Seller has no knowledge or notice of any improvements upon the Land which are not located wholly within the boundary lines of the Land, any improvements upon the Land which encroach upon any adjacent property, or any improvements on any adjacent property which encroach upon the Land.

5.13 No part of the Land is currently in “Green Acres” status for real estate tax purposes nor has any part of the Land been in “Green Acres” status during any prior period which would materially limit development of the Projects on the Land by Buyer on the schedule contemplated by this Agreement.

The representations and warranties of Seller set forth in this Section 5 shall be true and correct as of the Effective Date of this Agreement and as of the date of Closing, with the same force and effect as if made at that time. All such representations and warranties shall survive the Closing, shall not be merged into any deed or other instrument delivered at Closing, and shall not be affected by any investigation, verification or approval by Buyer or by anyone on behalf of Buyer.

Section 6. Pre-Closing and Post-Closing Covenants.

6.1 Pre-Closing Covenants. During the Option Period and prior to Closing, Seller shall have full responsibility for continued maintenance of the Land. Prior to Closing:

- a. Seller shall continue to preserve and maintain the Land in its current condition and status, shall pay all taxes, operating expenses and liabilities of the Land as they become due, and shall use its best efforts to protect and preserve the Land for transfer to Buyer. Seller shall comply with all laws, regulations, ordinances, and orders of any governmental authority with jurisdiction over the Land.
- b. Seller shall not sell, pledge, dispose of, or encumber any of the Land, shall make all payments and meet all obligations with respect to any existing mortgage indebtedness of the Land and shall not incur additional mortgage indebtedness, nor agree to any material modifications to the terms of any existing mortgage, without the prior written consent of Buyer.
- c. Seller shall afford Buyer and Buyer's authorized representatives full access to the Land, at all reasonable times and upon reasonable notice, and shall otherwise provide assistance to Buyer as Buyer may reasonably request with respect to inspection of the Land.
- d. Seller shall promptly notify Buyer in writing of any material change or event affecting the Land which would constitute a breach of Seller's warranties and representations under Section 5 if not cured or corrected prior to Closing.

6.2 Post-Closing Covenants. Each party shall, upon request of the other party, execute, acknowledge and deliver all such further and other assurances and documents, and shall take such action consistent with the terms of this Agreement, as may be reasonably requested to carry out the transactions contemplated herein and to permit each party to enjoy its rights and benefits hereunder; provided, however, that if either party is requested to take any such actions it shall not be obligated to expend any of its own funds in doing so.

Section 7. Contingencies to Buyer's Obligations Following Exercise of Option

7.1 Contingencies. Following exercise of the Option by Buyer, the obligations of Buyer to consummate the transactions contemplated by this Agreement are subject to satisfaction or waiver by Buyer of the following contingencies:

- a. Within 180 days following exercise of the Option by Buyer, Buyer shall have determined, in Buyer's sole discretion, that the Land is suitable for development of the Projects as that term is hereinafter defined. During such period, and during the period prior to exercise of the Option, Buyer and its agents and representatives shall have full and continuing access to the Land and the right to enter the Land at any reasonable time for conducting TIF analysis, inspecting, surveying, engineering, test boring, performance of environmental assessments (including Phase I and Phase II reports), all at Buyer's expense, and to make such inquiries of governmental agencies and other parties as Buyer deems appropriate. Seller shall cooperate with and assist Buyer in obtaining copies of all documents, materials and information necessary to conduct such review and investigation. Seller shall provide Buyer with copies of any Phase I or Phase II environmental reports in Seller's possession with respect to the Land. Buyer agrees to use its best efforts to promptly make whatever investigations it deems necessary to determine the suitability of the Land for development of the Projects. Buyer agrees to indemnify and defend Seller from, and hold Seller harmless against, any and all claims, causes of action or expenses, including attorney's fees, relating to or arising from Buyer's presence on the Land. Buyer agrees to repair any damage to the Land caused by any such inspections by Buyer and return the Land to substantially the same condition as existed prior to Buyer's presence on the Land.
- b. Within 180 days following exercise of the Option by Buyer, Seller and Buyer have entered into a mutually acceptable Development Agreement for the Land which includes substantially final financial commitments of both parties. Buyer agrees to negotiate in good faith and use its best efforts to reach agreement with Seller on a Development Agreement.
- c. Within 180 days following exercise of the Option by Buyer, subject to Buyer making timely submissions to Seller on all applicable requests for action, Seller shall have approved all zoning, land use, rezoning, variances, conditional use permits, signage, watershed, environmental and other governmental approvals and permits that Buyer shall deem necessary to develop, construct, use and operate on the Land mixed use project including but not limited to residential condos, market rate apartments event center, restaurant and other associated retail uses.in accordance with Buyer's general plans (the "Projects").

7.2 Buyer's Obligations With Respect to Testing. If in the course of inspecting and testing the Land, or in the course of evaluating environmental hazards, Buyer makes any alterations or causes any damage to the Land, Buyer shall immediately repair and restore the Land to its condition before such inspection, at Buyer's sole cost and expense. Buyer shall indemnify, defend, and hold Seller harmless from and against any loss or expense caused directly or indirectly by Buyer's inspection or testing of the Land or by the acts of Buyer, its employees, agents or contractors, including any mechanics' liens and the creation or exacerbation of any environmental problems.

Section 8. No Assumption of Liabilities.

Buyer shall have no liability with respect to any contracts, leases, loans, accounts payable, or other debts or obligations of Seller with respect to the Land accrued through the Effective Closing Date. Buyer does not and shall not assume, and nothing in this Agreement shall be

construed as an assumption by Buyer of, any liabilities, obligations or undertakings of Seller of any nature whatsoever, whether accrued, absolute, fixed or contingent, known or unknown, due or to become due, liquidated or unliquidated, or otherwise, and whether or not associated with the Land, and Seller shall remain responsible for all such liabilities, obligations and undertakings.

Section 9. Title Matters.

9.1 Title to Be Delivered. Upon exercise of the Option by Buyer, Seller agrees to convey marketable fee simple title in the Land to Buyer, free and clear of any mortgages, liens, or encumbrances other than: (i) building and zoning laws, ordinances, and state and federal regulations; (ii) restrictions relating to use or improvement of the Land without effective forfeiture provisions; (iii) reservation of any minerals or mineral rights to the State of Minnesota; (iv) utility and drainage easements as shown on the proposed plat; and (v) such other exceptions to title as Buyer approves or waives pursuant to this Section 9 (the "Permitted Exceptions").

9.2 Title Evidence. Within thirty (30) days following exercise of the Option by Buyer, Buyer shall obtain the following:

- a. A commitment (the "Commitment") issued by First American Title Insurance Company (the "Title Company"), whereby the Title Company agrees to issue to Buyer an ALTA Form B 1990 owner's policy of title insurance insuring title to the Land in the full amount of the Purchase Price (the "Title Policy"), certified to date to include proper searches covering bankruptcies, state and federal judgments and liens, showing good and marketable title in Buyer, subject to conveyance from Seller and other customary conditions, deleting the standard exceptions, with a zoning endorsement and so-called owner's extended coverage endorsement, and accompanied by copies of all recorded documents affecting the Land; and
- b. A current survey of the Land (the "Survey") prepared by a duly licensed land surveyor in the State of Minnesota in accordance with the minimum standard detail requirements currently established for ALTA/ACSM land title surveys, delineating the boundary lines of the Land and the location of any improvements thereon, together with setbacks, physical encroachments from or on the Land, easements and rights of way, and all other matters affecting the Land, certified to Buyer and the Title Company, in a form sufficient to cause the Title Company to delete any exception for survey matters from the Title Policy.

9.3 Title Examination; Objections. Buyer shall have thirty (30) days after receipt of the Commitment and the Survey to make objections to title in writing to Seller. Buyer shall be deemed to have waived any title objections not made within such thirty (30) day period, except that this shall not operate as a waiver of Seller's covenant to deliver a Warranty Deed. Seller shall have sixty (60) days from the date Seller receives such objections to have such objections removed or satisfied. Seller agrees to use its best efforts to promptly satisfy any such objections. If Seller shall fail to have such objections removed within sixty (60) days from the date Seller receives such objections, Buyer may, at its sole discretion, either (a) terminate this Agreement without any liability on its part; or (b) if the objections are such that they may be removed by the expenditure of sums of money, take title to the Land, discharge such objections, and receive a credit against the Purchase Price for the sums so expended; or (c) if the objections are such that they may not be removed by the expenditure of sums of money, take title subject to such objections; provided, however, that



Section 13. Construction.

13.1 Time of the Essence. Time is of the essence of this Agreement.

13.2 Binding Effect. This Agreement shall bind and inure to the benefit of the parties hereto and their respective successors and permitted assigns.

13.3 Counterparts. This Agreement may be executed in counterparts and by different parties on different counterparts with the same effect as if the signatures thereto were on the same instrument. This Agreement shall be effective and binding upon both parties hereto when both parties have executed a counterpart of this Agreement.

13.4 Entire Agreement. This Agreement represents the entire agreement and understanding between the parties concerning the subject matter hereof and supersedes all prior agreements, whether written or oral, and any other correspondence, outlines, letters of intent or memoranda exchanged by the parties.

13.5 Modification and Waiver. No purported amendment, modification or waiver of any provision hereof shall be binding unless set forth in a written document signed by both parties (in the case of amendments or modifications) or by the party to be charged thereby (in the case of waivers). Any waiver shall be limited to the circumstance or event specifically referenced in the written waiver document and shall not be deemed a waiver of any other term hereof or of the same circumstance or event upon any recurrence thereof.

13.6 Governing Law. This Agreement and the legal relations between the parties shall be governed by and construed in accordance with the laws of the State of Minnesota, without giving effect to choice of law principles thereof.

13.7 No Third-Party Benefit. Nothing in this Agreement, express or implied, is intended to confer on any person other than the parties to this Agreement or their permitted successors or assigns, any rights, remedies, obligations, or liabilities under or by reason of this Agreement.

13.8 Severability. If any such paragraph, clause or part of this Agreement is found unenforceable, such finding shall not affect the remainder of this Agreement.

13.9 Authority of Parties. Seller and Buyer represent, warrant and covenant to each other that they have the full power and authority to perform and comply with the execution and delivery of this Agreement. Further, the persons executing this Agreement on behalf of Seller and Buyer each hereby represent and warrant that he or she has the requisite and necessary authority to execute this Agreement on behalf of such party.

IN WITNESS WHEREOF, the parties hereto have executed this Option Agreement by their duly authorized representatives effective as of the day and year first above written.

SELLER:

THE CITY OF ANOKA

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Erik Skogquist, Mayor

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Amy Oehlers, City Clerk

BUYER:

GAUGHAN DEVELOPMENT, LLC

By: \_\_\_\_\_  
Dan Hebert, Senior Vice President

## EXHIBIT A

### Land Legal Descriptions

#### PARCEL 1:

Lot 2, Block 1, NCBD Addition

#### PARCEL 2:

Lot 5, Block 25, City Of Anoka, Ex That Prt Thereof Lyg Sly Of Fol Desc Line: Com At Sw Cor Of Sd Lot 5, Th N 00 Deg 13 Min 29 Sec W, Assd Brg, Alg W Line Of Sd Lot 5 20 Ft To Pob Of Sd Line, Th N 89 Deg 31 Min 13 Sec E Prll/W S Line Of Lots 4 & 5 Sd Blk 102.64 Ft, Th S 55 Deg 25 Min 32 Sec E 12.19 Ft To A Pt On W Line Of E 20 Ft Of Sd Lot 4, Th S 00 Deg 17 Min 24 Sec E Alg Sd W Line 13 Ft To S Line Of Sd Lot 4 & Sd Line There Term, Subj To Ease Of Rec

#### PARCEL 3:

Lot 4, Block 25, City Of Anoka, Ex That Prt Thereof Lyg Sly & Wly Of Fol Desc Line: Com At Sw Cor Of Lot 5 Sd Blk, Th N 00 Deg 13 Min 29 Sec W , Assd Brg, Alg W Line Of Sd Lot 5 20 Ft To Pob Of Sd Line, Th N 89 Deg 31 Min 13 Sec E Prll/W S Line Of Sd Lots 4 & 5 102.64 Ft, Th S 55 Deg 25 Min 32 Sec E 12.19 Ft To A Pt On W Line Of E 20 Ft Of Sd Lot 4, Th S 00 Deg 17 Min 24 Sec E Alg Sd W Line 13 Ft To S Line Of Sd Lot 4 & Sd Line There Term, Subj To Ease Of Rec

#### PARCEL 4:

City Of Anoka Lot 3 Blk 25 City Of Anoka

#### PARCEL 5:

City Of Anoka N1/2 Of Lots 1 & 2, Blk 25, City Of Anoka

#### PARCEL 6:

City Of Anoka S1/2 Of Lots 1 & 2, Blk 25, City Of Anoka Inc Any Pt Or Portion Of Street Or Alley Adj To Sd Premises Heretofore Vac Or To Be Vac

# City of Anoka Parcel 2nd Ave and Van Buren



**Parcel Information:**

01-31-25-44-0105  
 2121 2ND AVE  
 ANOKA  
 MN 55303  
 Plat: ALLARDS RESURVEY BLOCK 6

Approx. Acres: 0.21  
 Commissioner: SCOTT SCHULTE

**Owner Information:**

ANOKA CITY OF  
 2015 1ST AVE  
 ANOKA  
 MN  
 55303



**AUGUST 25  
2025**

# VAN BUREN MIXED USE REDEVELOPMENT



Presented by Dan Hebert

# About Gaughan

## WHO WE ARE

At Gaughan Companies, we care for people's real estate interests and always follow our Core Values

1. Honesty/Integrity
2. Positivity
3. Reliability/Dependability
4. Hardworking
5. Strong Communication



# Urban Redevelopment Impacts

## Create

High density housing that drive downtown business.

- Rooftops
- Downtown



## High Density Residential

- Lifestyle
- Ammenity Rich
- Occupy what you need
- River and Trail
- Dining and Shops
- Excercise, work room, library, etc.

## Baby Boomers

- Alternative living options.
- Active Seniors



## Millenials

- Rent by choice
- Flexibility
- Life Style



## Families

Free up existing housing stock for young families.



# LIGHTHOUSE LOFTS

## ABOUT

Located in downtown Forest Lake, MN

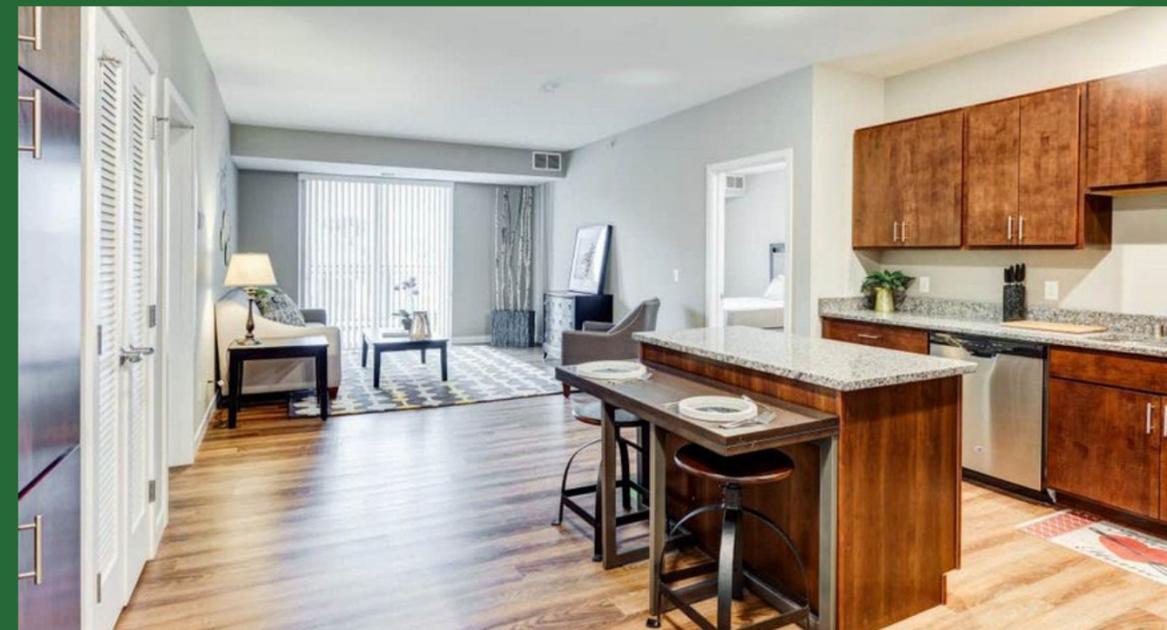
Former City Hall site

Opened March 2019

103 units

## KEY AMMENITIES

- Half a block from public beach, park, and marina.
- Adjacent to regional trail
- Commercial space including
  - Snap Fitness
  - Mallard's Restaurant
- Rooftop Terrace
- Downtown





## ABOUT

Located in downtown St. Paul, MN

Urban redevelopment

Opened February 2022

89 units

## KEY AMMENITIES

- Blocks from Metro Lightrail line
- Adjacent to Allianz field
- Across the street from Metro Bus station
- Fitness Center
- Community terrace



	Bus Stop 	1min walk
	Starbucks	3min walk
	Whole Foods	6min walk
	Aldine Park	7min walk
	Lightrail	9min walk
	Concordia University	10min walk
	Midway Marketplace	12min walk
	Sea Foam Stadium	12min walk










Light Rail

University Ave

Light Rail



# SHAKOPEE FLATS

## ABOUT

Located in downtown Shakopee, MN

Urban redevelopment

Opened Fall 2022

178 Units

Former commercial site

## KEY AMMENITIES

- Walking/Biking trail directly behind the building for access to:
  - Downtown
  - Huber Park and Ampitheatre
- On Minnesota River and Regional Trail
- Commercial space including
  - Fitness Center
  - Mallard's Restaurant
- Skylounge Rooftop overlooking the river.





← amazon

← Valleyfair

← Xcel Energy Mountain Bike Park

Huber Park & Amphitheater

← Medtronic

Shakopee Bridge

Pedestrian Bridge

Shakopee Archery Range

← Eden Prairie  
12 min

← MSP/St. Paul Airport  
23 min

← Minneapolis  
23 min

CSAH 69

Shakopee Library

2nd Ave W

SHAKOPEE FLATS



Minnesota Valley State Trail

Minnesota River

Scott County Historical Society

Scott County Government Center

Scott St S

1st Ave W

Apgar St S

Shakopee West Middle School

Belle Plaine →  
21 min



Mallards	0 min	Amazon	9 min
Regional Trail system	0 min	My Pillow	9 min
Huber Park	3 min	Target	9 min
Canterbury Park	7 min	Cameron's Coffee	10 min
Seagate Technology	8 min	Shutterfly	11 min
Xcel Energy Mountain Bike Park	8 min	Medtronic	13 min

# Village of Osceola Development

## ABOUT

- Redevelopment Project
- 99 Market Rate Apartment units
- Fitness Center
- Restaurant
- Located on the St. Croix River
- Historic Downtown Osceola
- Breakground 2025



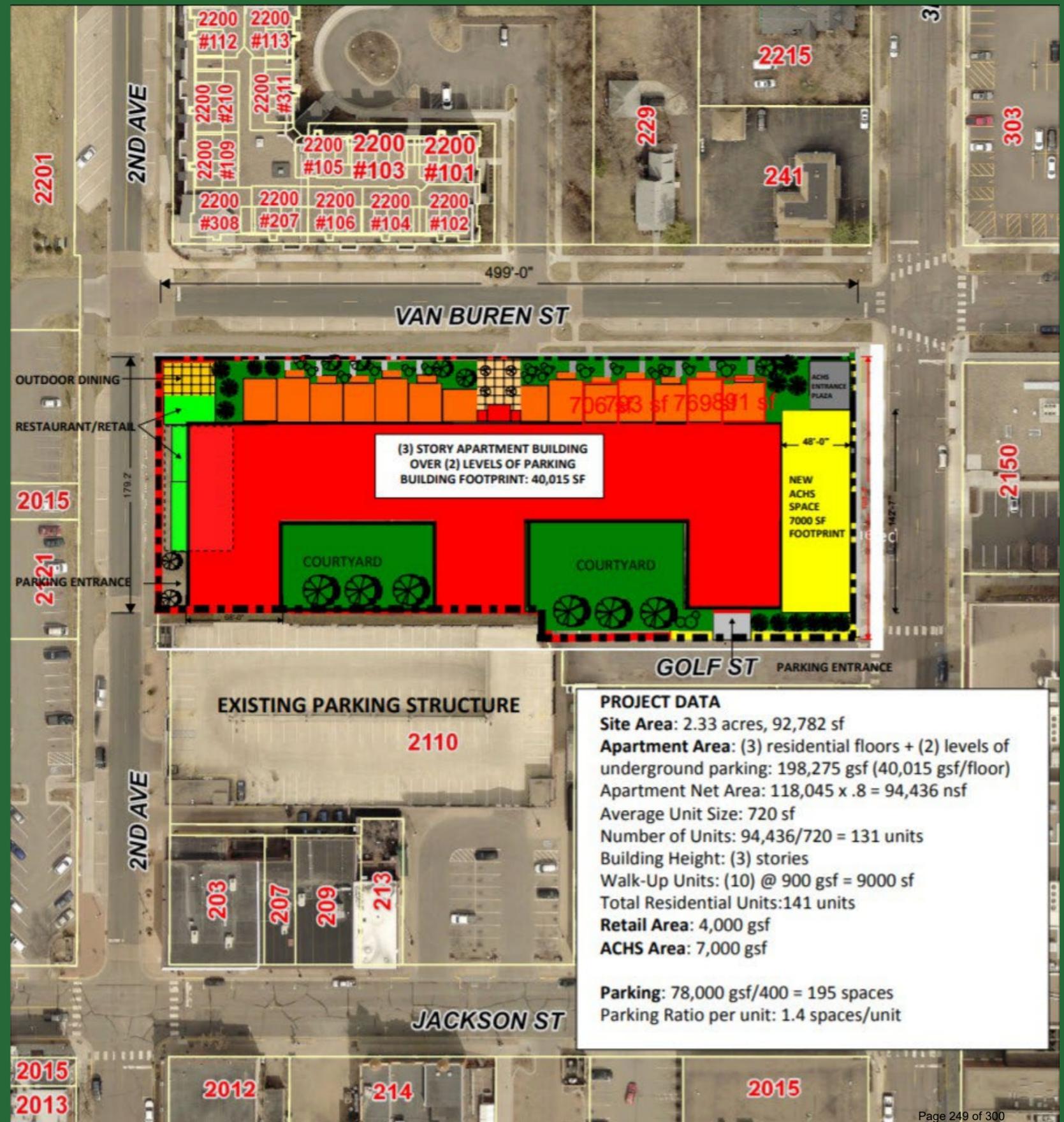
# Van Buren St. Mixed Use Development

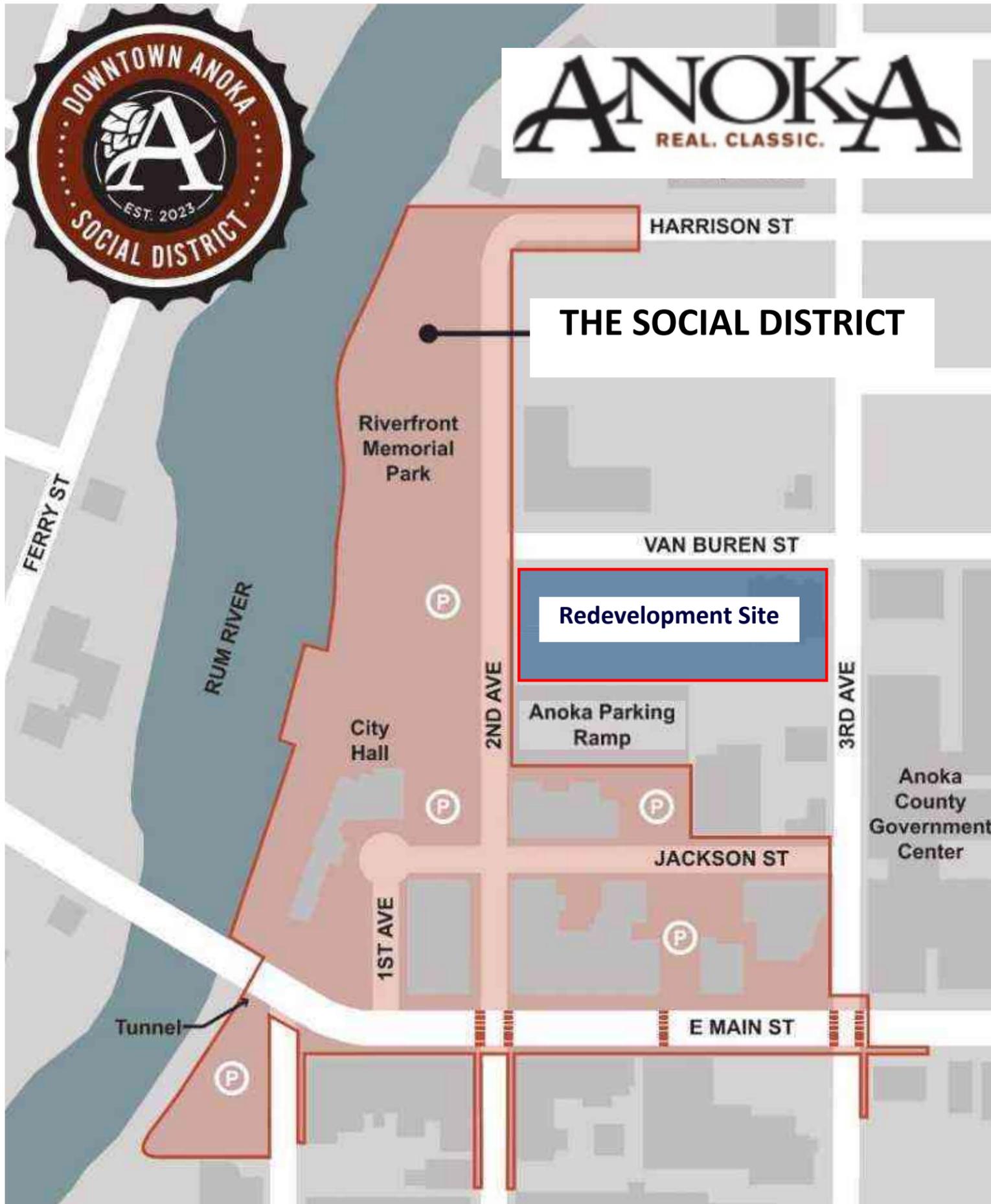
## PROJECT BIO

- 150 Market Rate Apartments
- Restaurant
- Fitness Center
- 7000 Sqft ACHS space

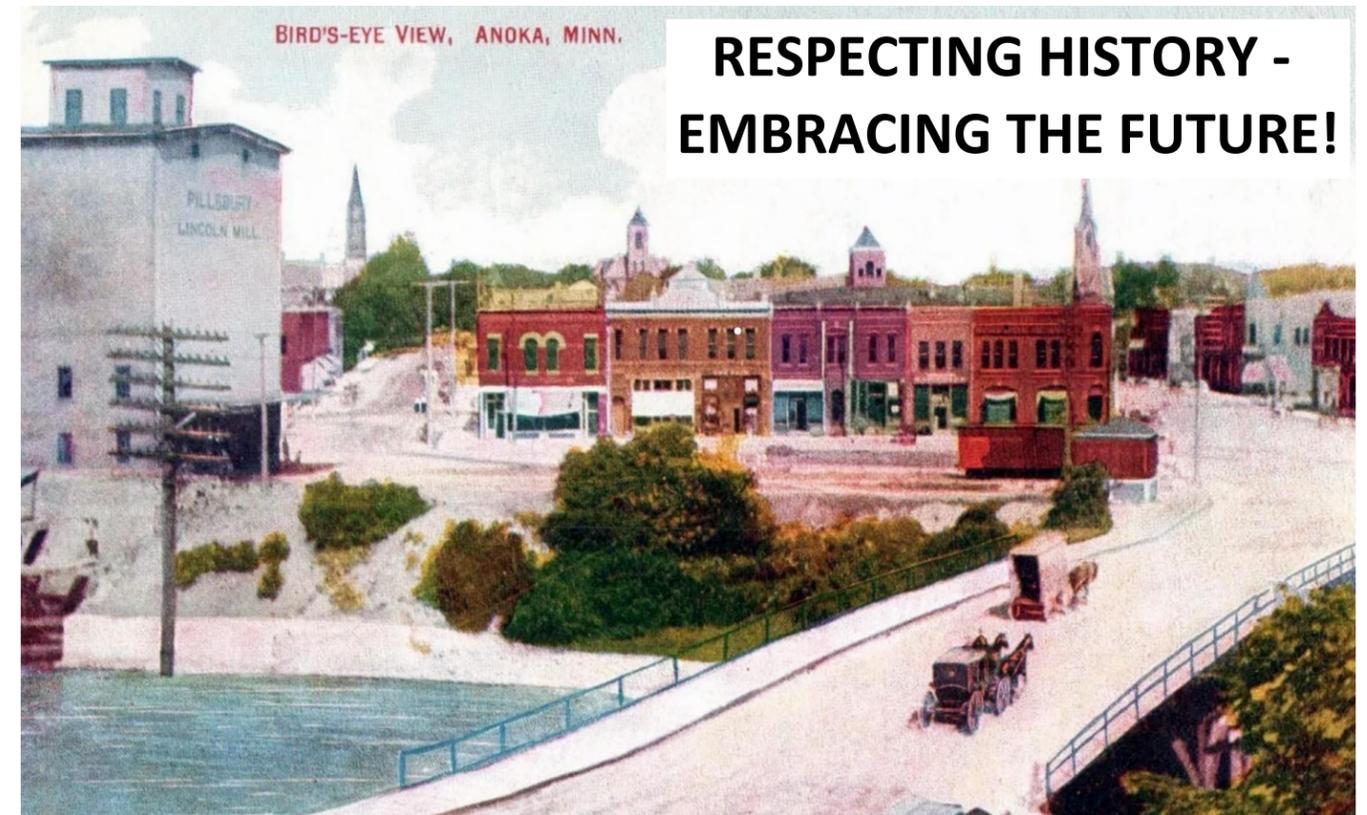
## SITE PLAN

- Municipal Parking - Cross Parking Easement
- Located in Historic Rum River District
- Downtown Anoka
- Adjacent to Rum River and Riverfront park
  - Regional Rum River trail





## WATERFRONT IMPROVEMENTS

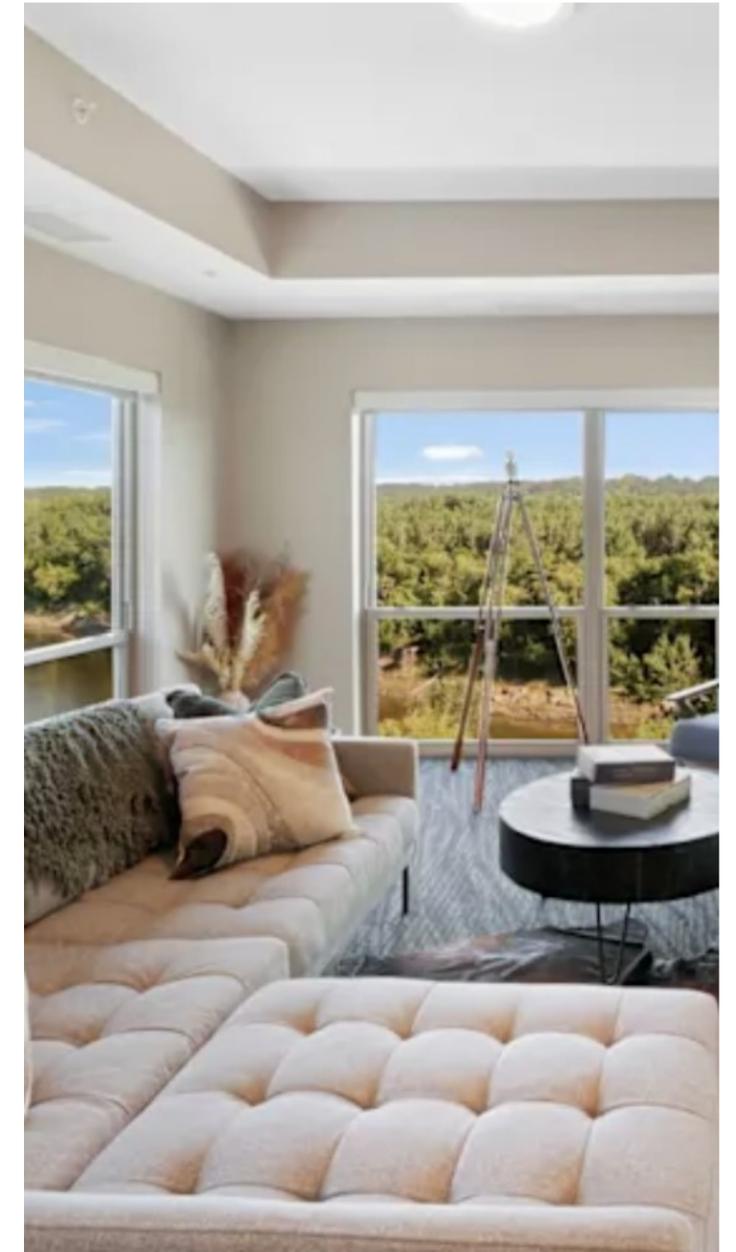




**SKY LOUNGE**



**HEALTH AND WELLNESS**



**LUXURY RIVERVIEW CONDOS  
AND APARTMENTS**



**OUTDOOR VIEWS  
OF THE RIVER**



**ROOFTOP COMMUNITY  
ROOM**



**LOBBY BAR**



**EVENT CENTER**



**RESIDENT AMENITIES**



**BOUTIQUE HOTEL**



**THE POOL & SOLARIUM**



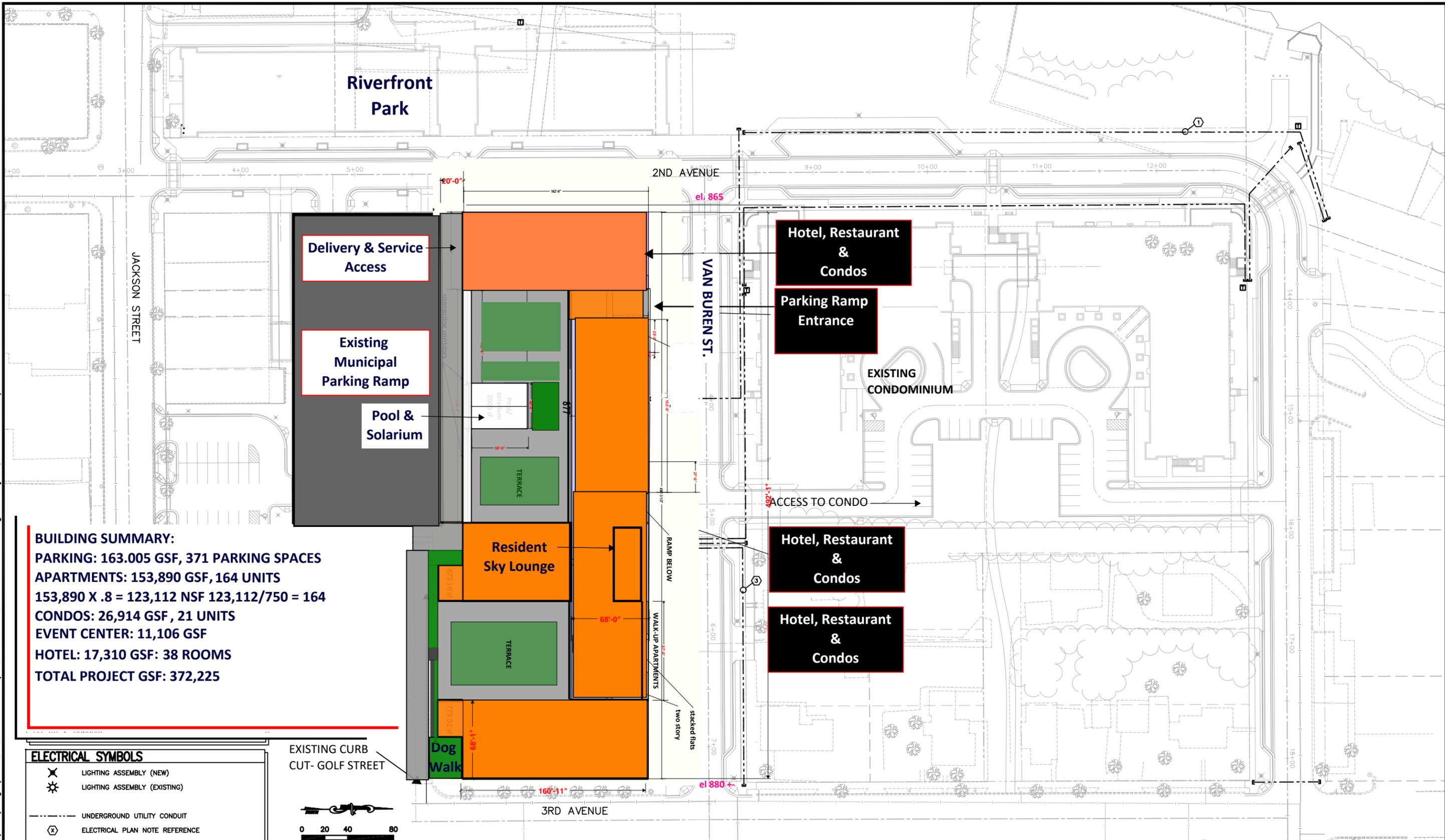
**DINING AND MORE!**

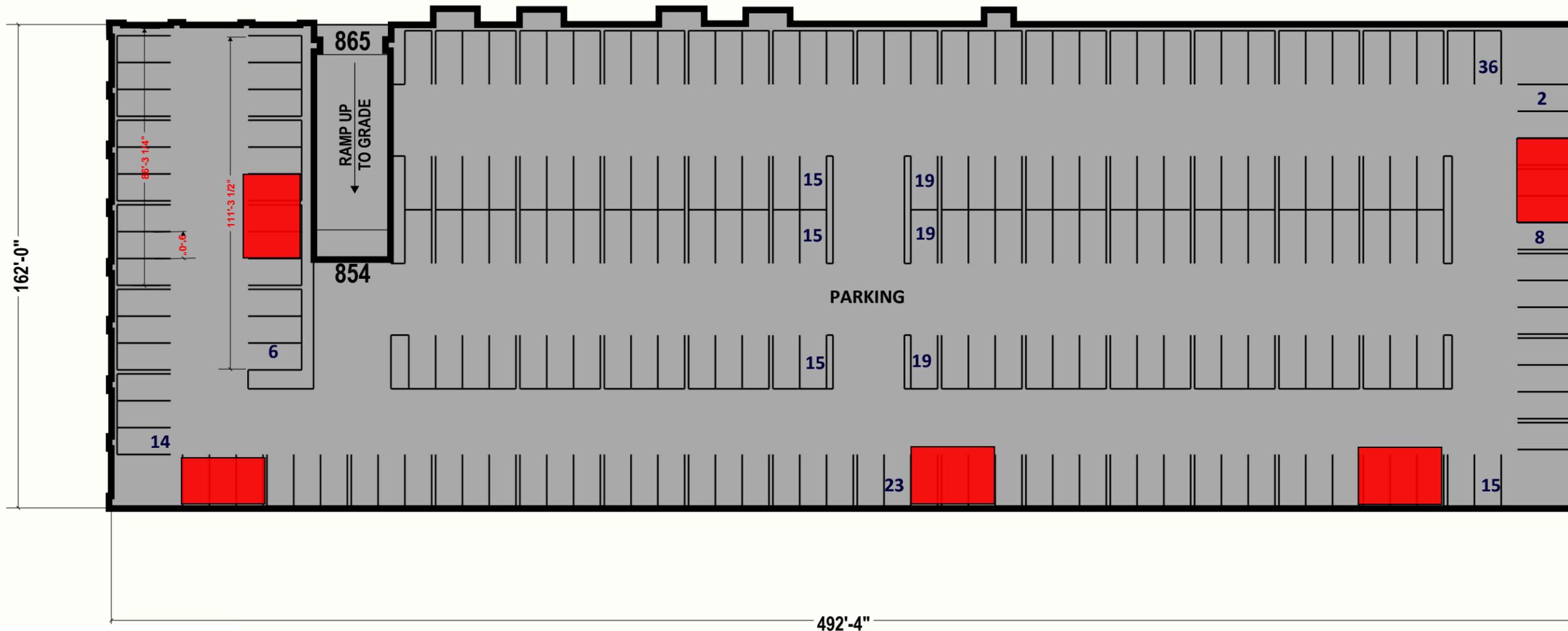


**MIXED USE FEATURES**



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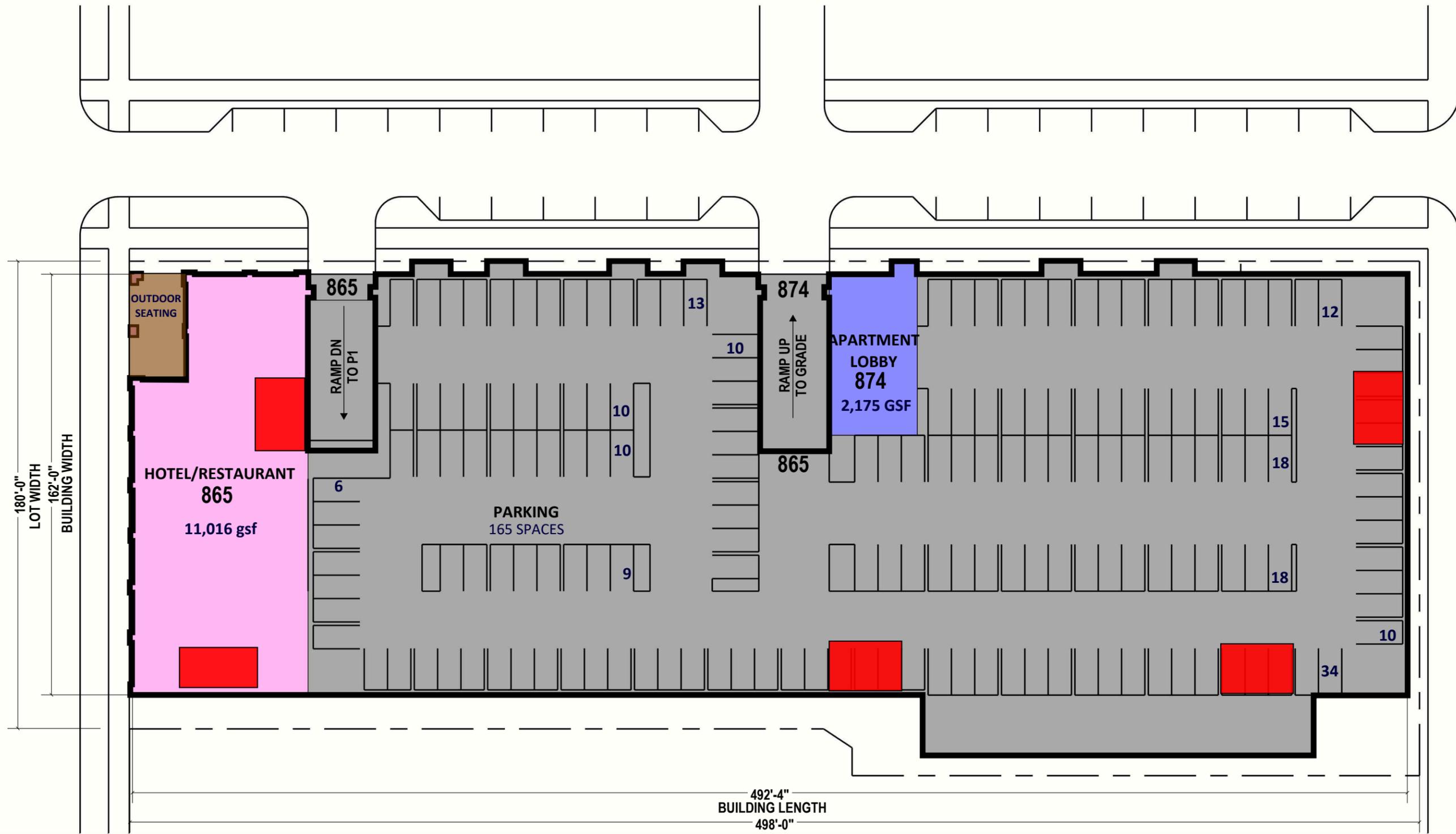
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**LEVEL P-1**

**AREA: 79,753 GSF**  
**PARKING: 206 SPACES`**

**VAN BUREN MIXED USE  
 DEVELOPMENT**

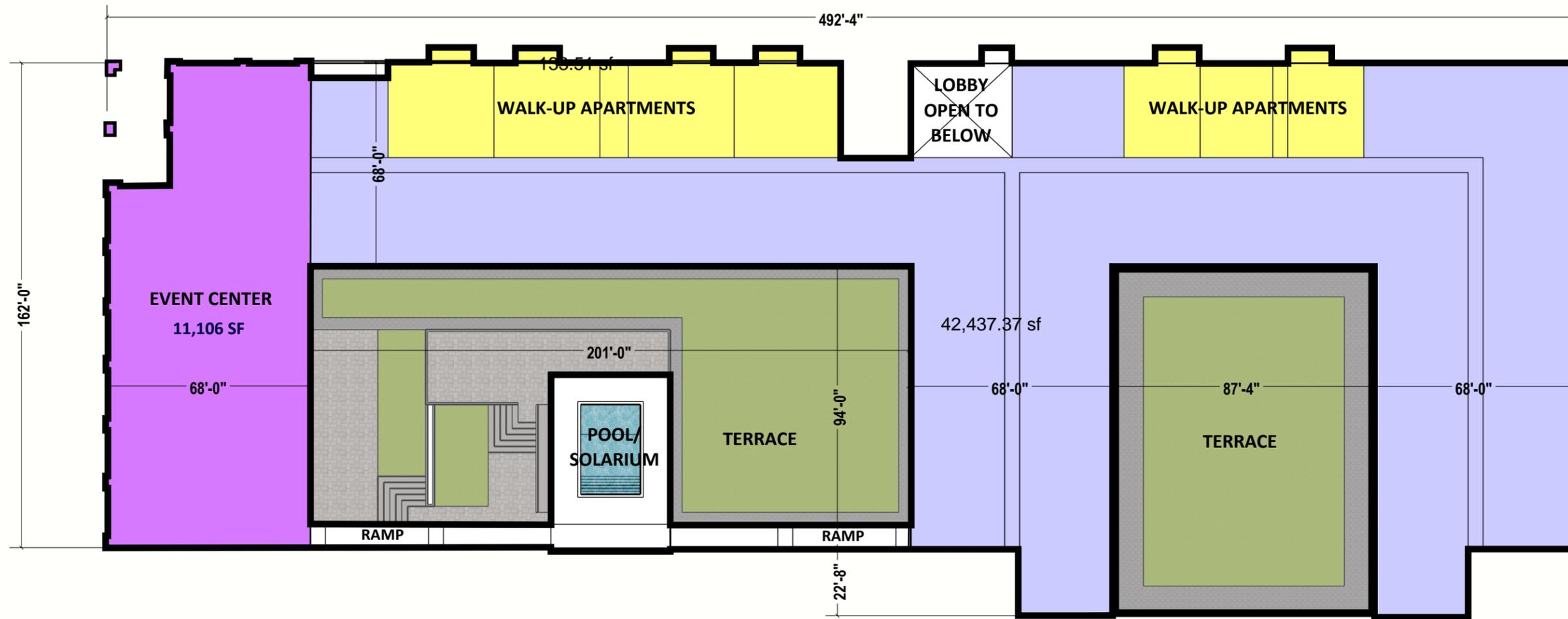




**LEVEL 1**

Area: 83,252 gsf  
 Parking : 165 SPACES

**VAN BUREN MIXED USE  
 DEVELOPMENT**

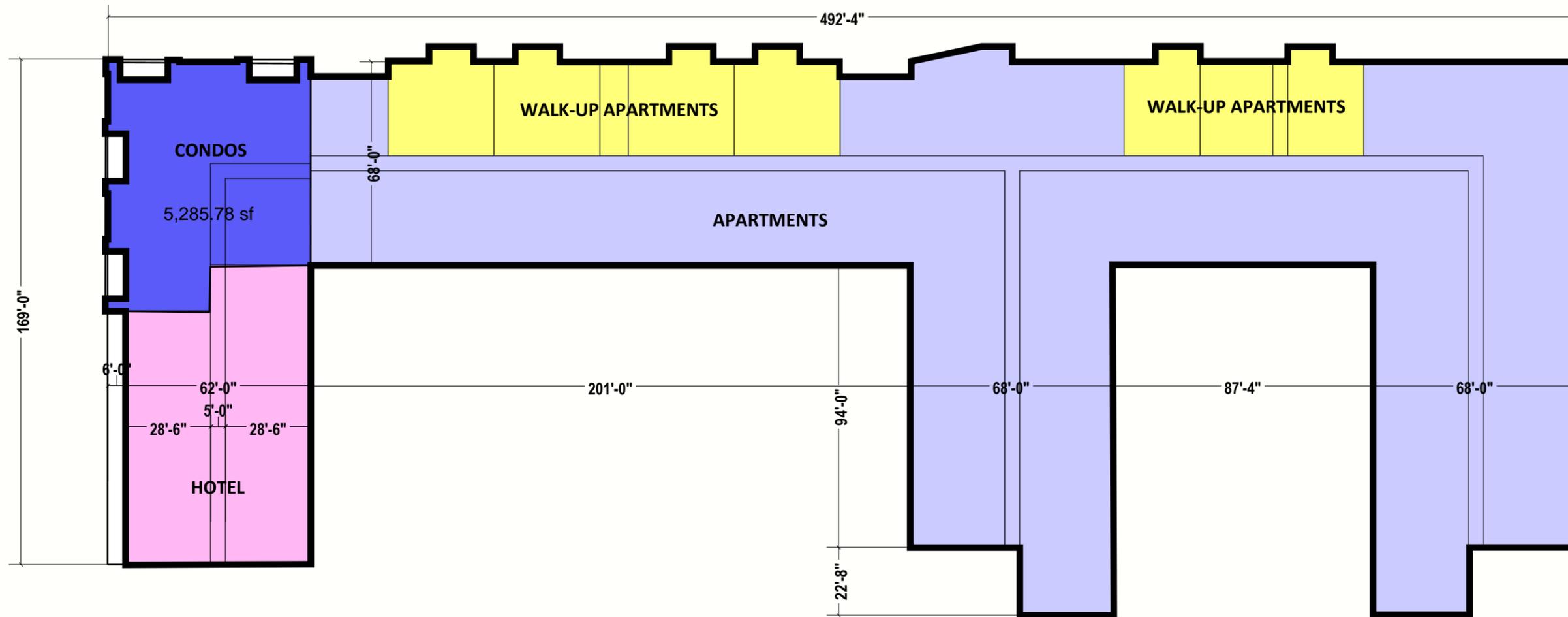


**LEVEL 2**

EVENT CENTER: 11,106 GSF  
 APARTMENTS: 42,437 GSF  
 POOL/SOLARIUM: 3,563 GSF

**VAN BUREN MIXED USE  
 DEVELOPMENT**





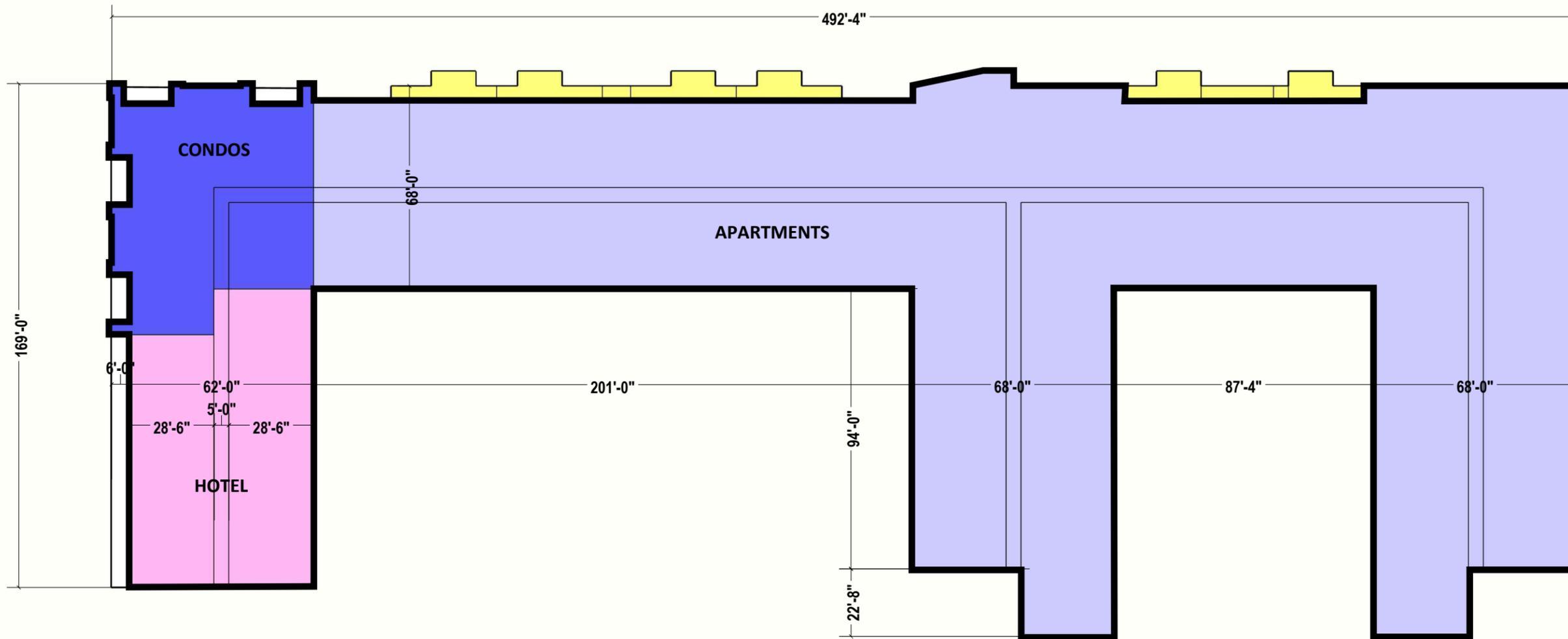
**LEVEL 3**

HOTEL: 5,770 GSF  
 APARTMENTS: 37,151 GSF  
 CONDOS: 5,286 GSF

**VAN BUREN MIXED USE  
 DEVELOPMENT**



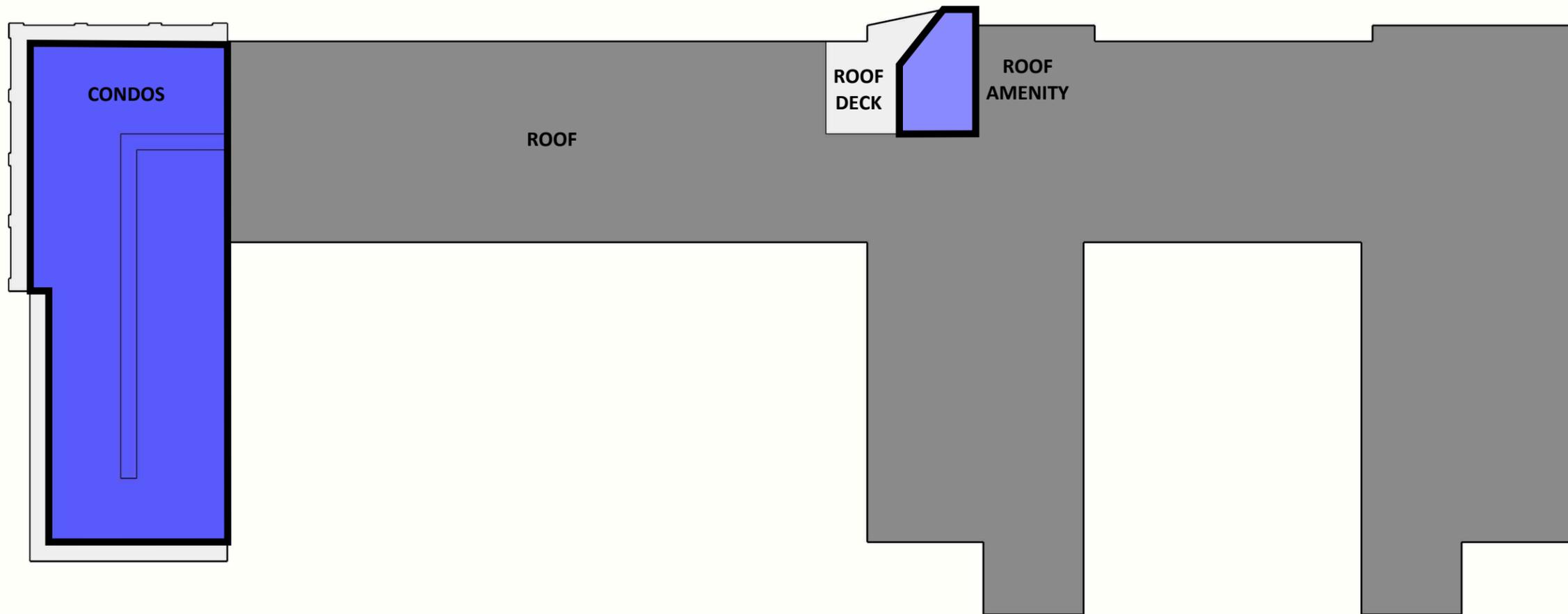
LEVEL 13 (11:404)



## LEVELS 4 & 5

HOTEL: 5,770 GSF  
 APARTMENTS: 37,151 GSF  
 CONDOS: 5,286 GSF

# VAN BUREN MIXED USE DEVELOPMENT



**LEVEL 6**

APARTMENTS: 2,000 GSF  
CONDOS: 11,056 GSF

**VAN BUREN MIXED USE  
DEVELOPMENT**





RIVERVIEW BREWING







RUM RIVER BREWING

RUM RIVER INN

# RUM RIVER LANDING

## RESIDENT AMENITIES



SKY LOUNGE



HEALTH AND WELLNESS



LUXURY RIVERVIEW CONDOS AND APARTMENTS

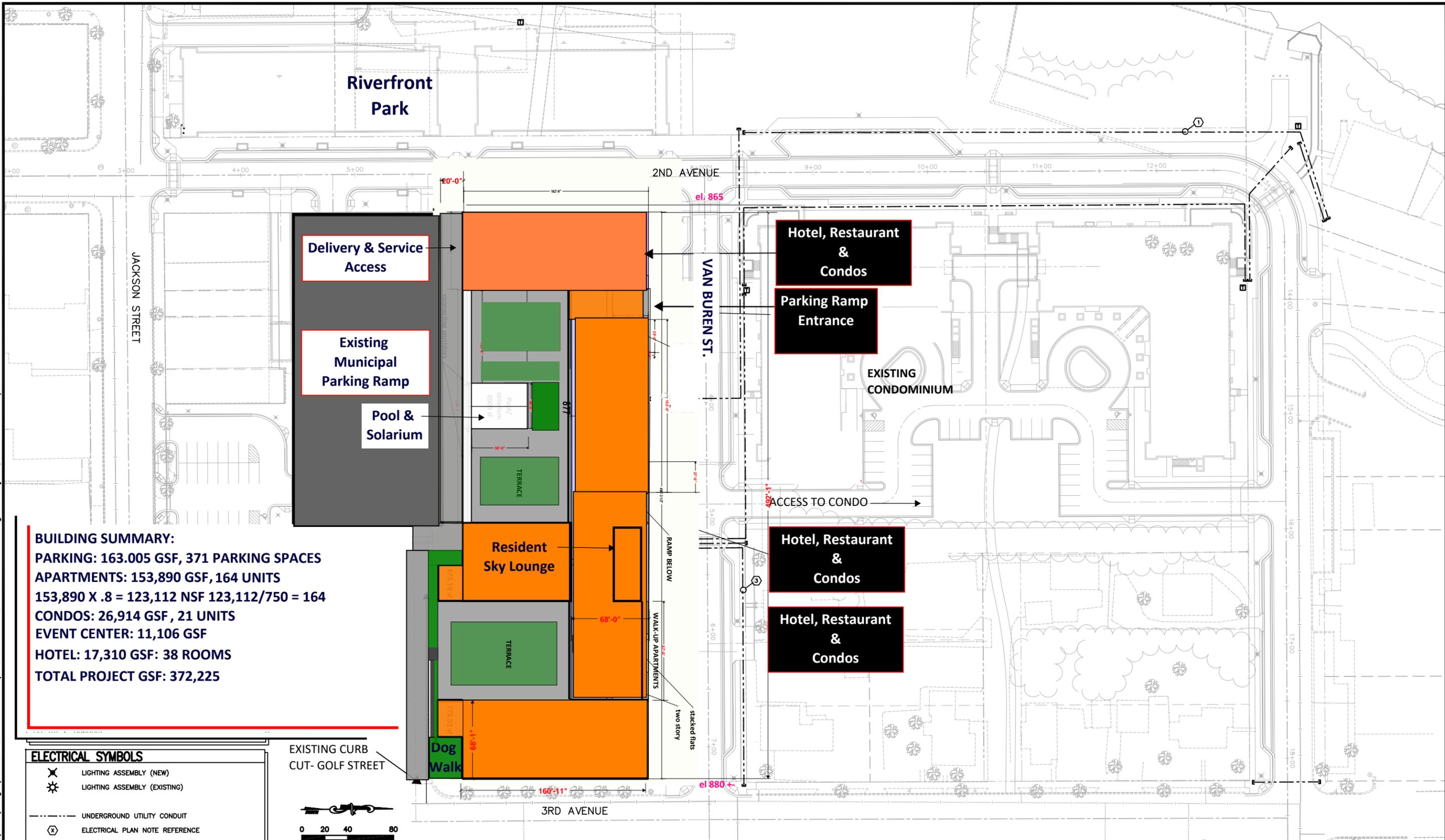


OUTDOOR VIEWS OF THE RIVER



ROOFTOP COMMUNITY ROOM

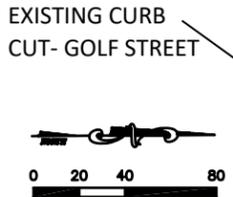
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**BUILDING SUMMARY:**  
**PARKING:** 163,005 GSF, 371 PARKING SPACES  
**APARTMENTS:** 153,890 GSF, 164 UNITS  
 $153,890 \times .8 = 123,112$  NSF  $123,112/750 = 164$   
**CONDOS:** 26,914 GSF, 21 UNITS  
**EVENT CENTER:** 11,106 GSF  
**HOTEL:** 17,310 GSF: 38 ROOMS  
**TOTAL PROJECT GSF:** 372,225

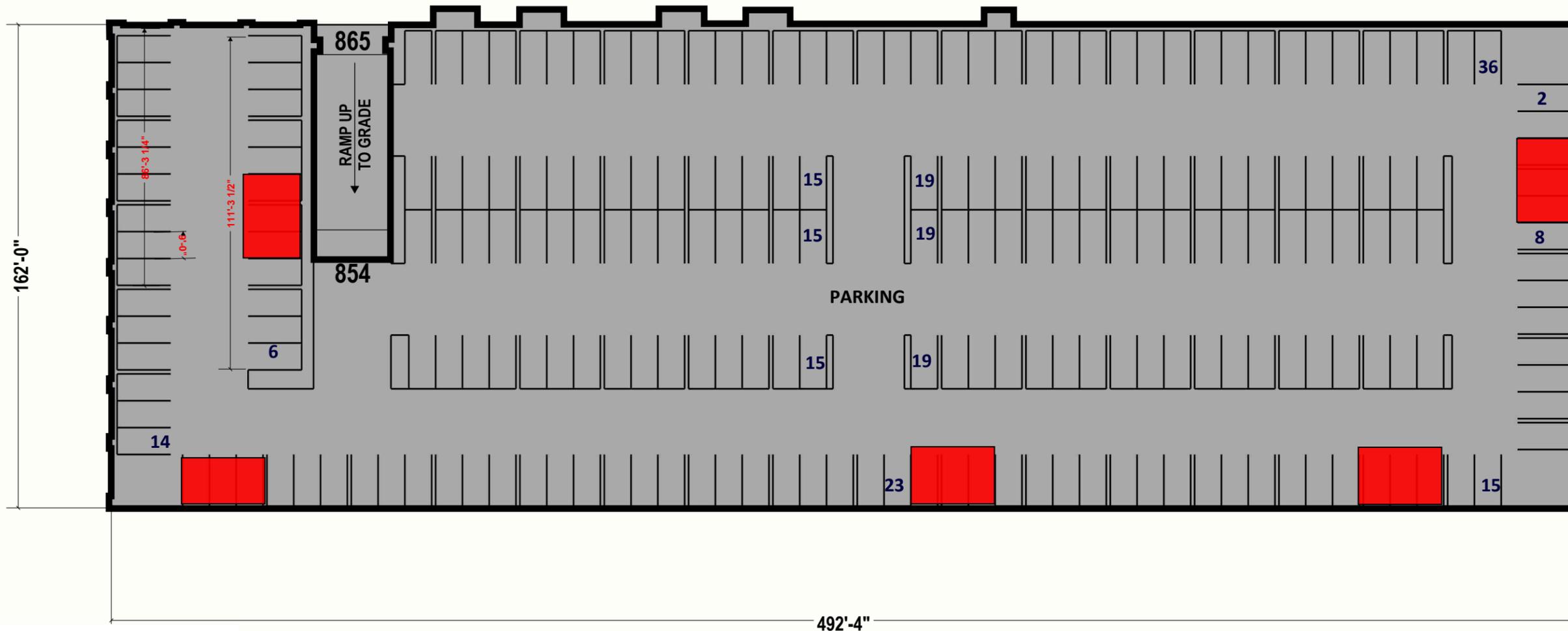
**ELECTRICAL SYMBOLS**

	LIGHTING ASSEMBLY (NEW)
	LIGHTING ASSEMBLY (EXISTING)
	UNDERGROUND UTILITY CONDUIT
	ELECTRICAL PLAN NOTE REFERENCE



# PROPOSED SITE PLAN





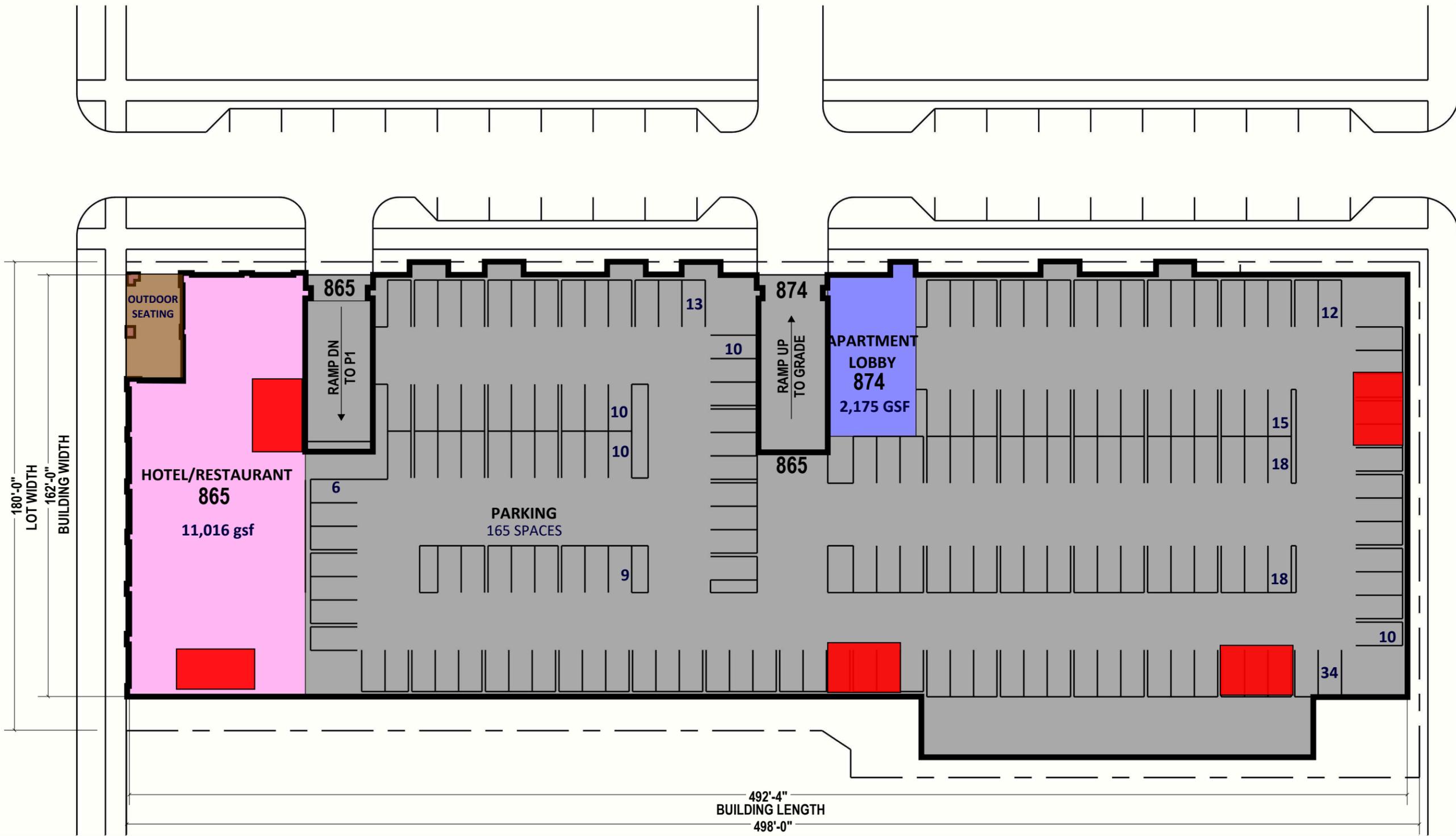
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**LEVEL P-1**

**AREA: 79,753 GSF**  
**PARKING: 206 SPACES`**

**VAN BUREN MIXED USE  
 DEVELOPMENT**

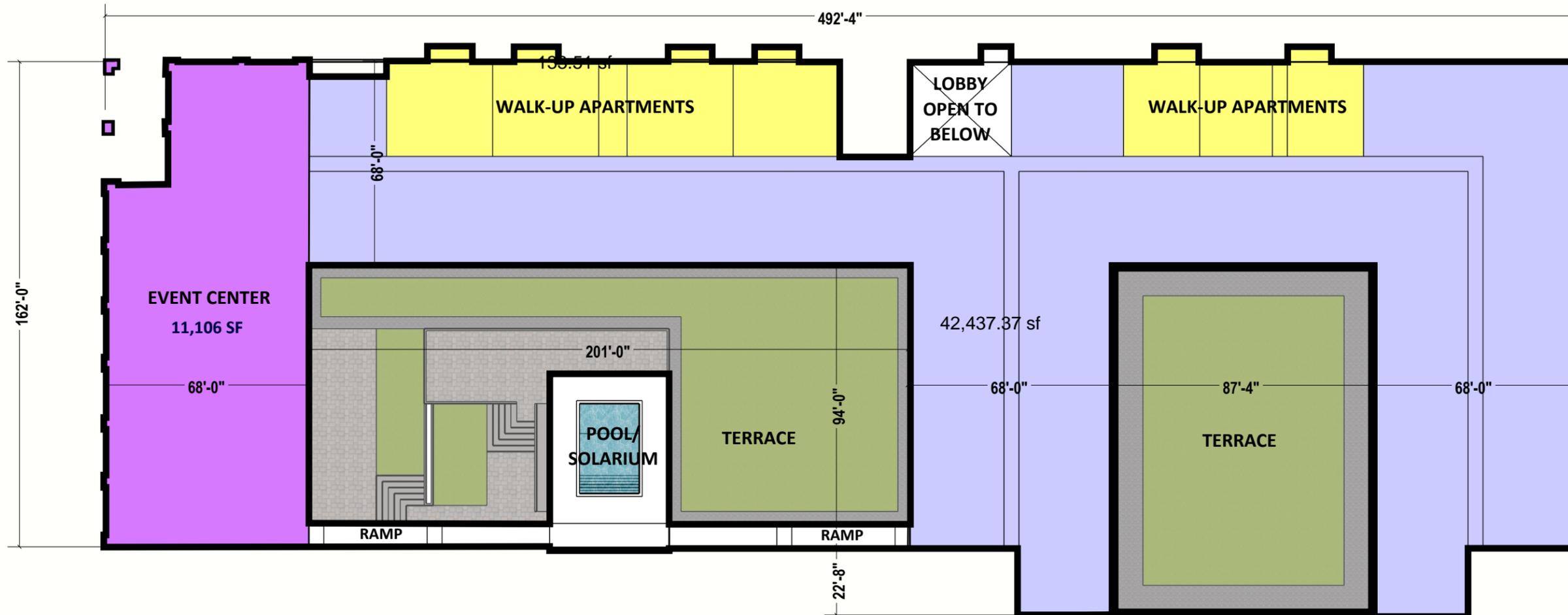




**LEVEL 1**

Area: 83,252 gsf  
 Parking : 165 SPACES

**VAN BUREN MIXED USE  
 DEVELOPMENT**



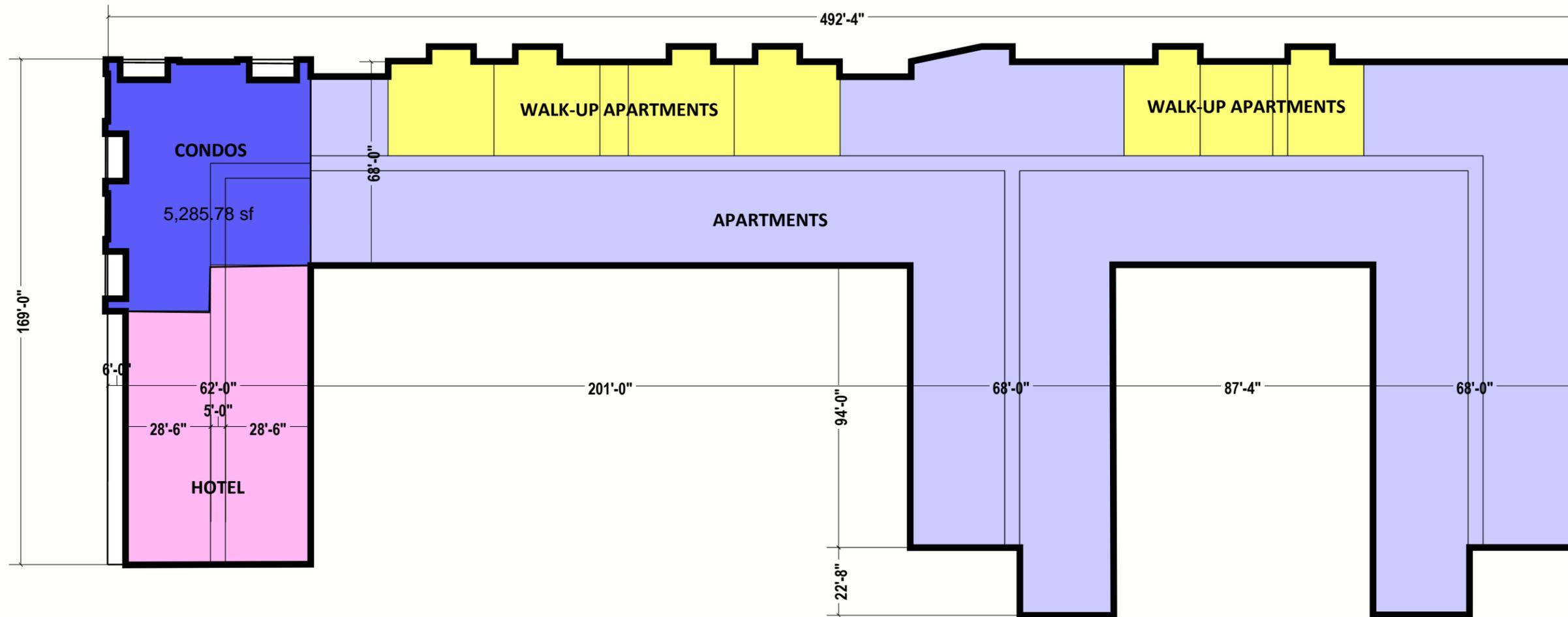
**LEVEL 2**

EVENT CENTER: 11,106 GSF  
 APARTMENTS: 42,437 GSF  
 POOL/SOLARIUM: 3,563 GSF

**VAN BUREN MIXED USE  
 DEVELOPMENT**



LEVEL 2 (07.2017)



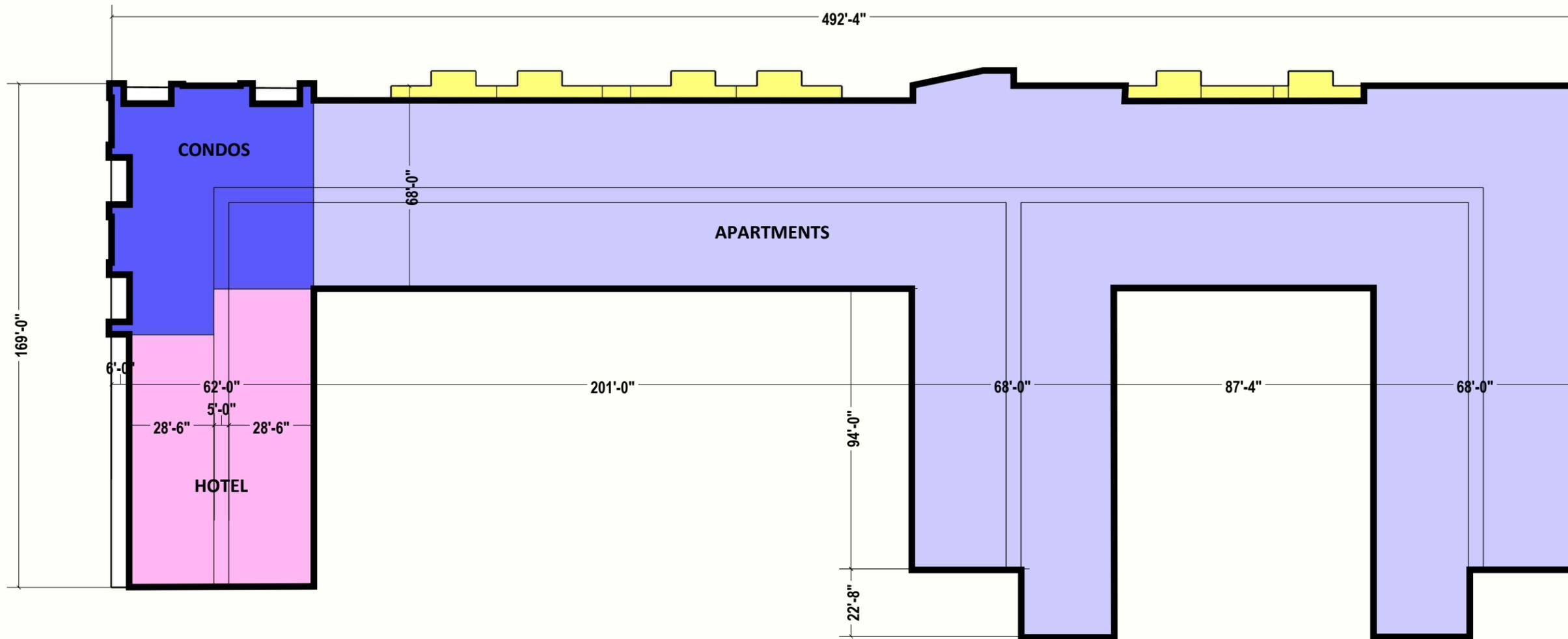
**LEVEL 3**

HOTEL: 5,770 GSF  
 APARTMENTS: 37,151 GSF  
 CONDOS: 5,286 GSF

**VAN BUREN MIXED USE  
 DEVELOPMENT**



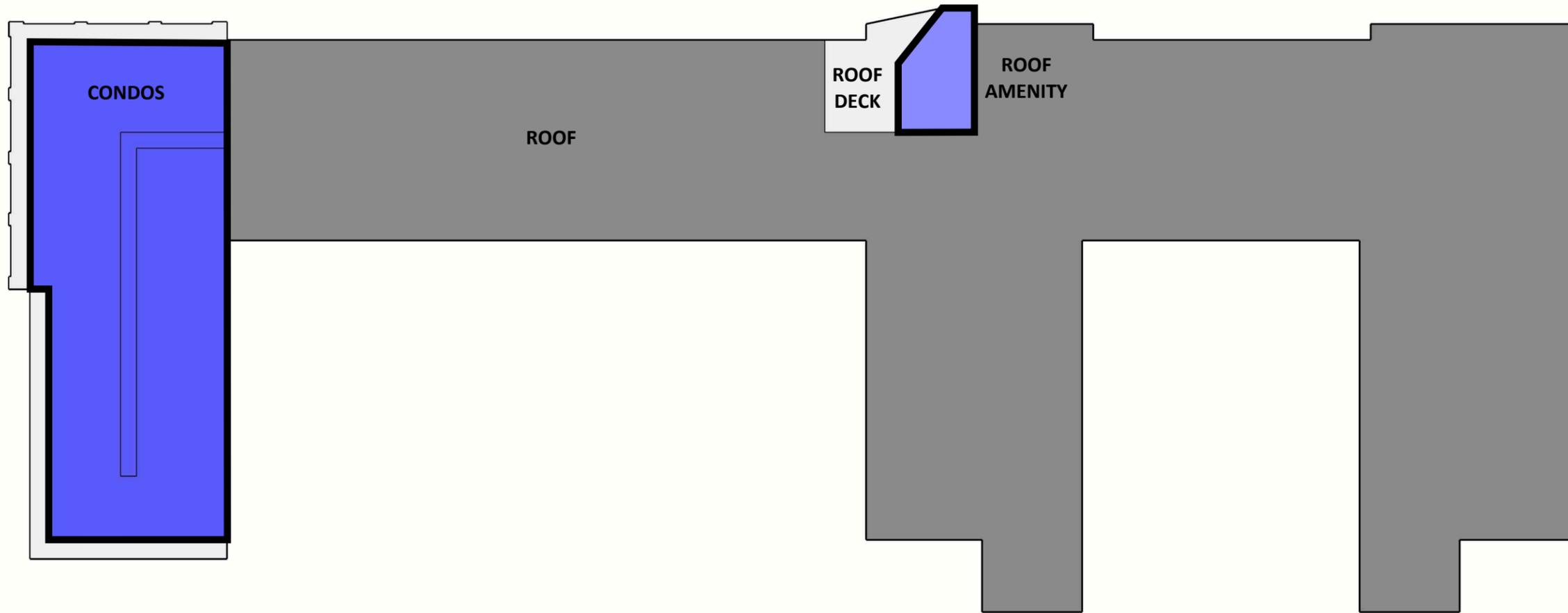
LEVEL 13 (11:404)



## LEVELS 4 & 5

HOTEL: 5,770 GSF  
 APARTMENTS: 37,151 GSF  
 CONDOS: 5,286 GSF

# VAN BUREN MIXED USE DEVELOPMENT



**LEVEL 6**

APARTMENTS: 2,000 GSF  
CONDOS: 11,056 GSF

**VAN BUREN MIXED USE  
DEVELOPMENT**



RIVERVIEW BREWING





# **COUNCIL MEMO**

Agenda Item # 9.6

**Meeting Date:** February 2, 2026  
**Agenda Section:** Ordinances & Resolutions  
**Item Description:** ORD/Amending City Council Salaries (2nd Reading)  
**Submitted By:** Amy Oehlers, ACM

---

## **BACKGROUND INFORMATION**

Pursuant to Section 2.17 Salaries, of the City Charter, the City Council is to review the Mayor and City Council salaries in June of every odd numbered year.

At your 06.23.2025 Worksession the Council discussed and reviewed the salaries. Direction was given to staff to bring forth an ordinance amending the Mayor and City Council salaries providing for a Cost-of-Living Adjustment (COLA) increase for 2026 and 2027 which coincides with the COLA increases given to staff.

The Council also requested that there be included reimbursement for out of pocket-expenses expended by the Mayor or City Councilmembers for mileage relating to attendance at conferences, seminars, meetings (other than city held meetings), whereby a member is attending as a representative of the City Council.

The first reading of this ordinance was held at your 01.20.2026 meeting.

## **FINANCIAL IMPACT**

Based on Cost-of-Living-Adjustment (COLA) increases for each year.

## **REQUESTED COUNCIL ACTION**

Hold the Second Reading and adopt the Ordinance.

## **REQUIRED VOTE**

This is a Second Reading and per City Charter, these increases will require a 4/5<sup>th</sup>'s vote of all members.

FYI: Increases in salaries will not go into effect until after the next General Municipal Election. Should this increase be approved, the increase will commence on January 1, 2027.



2015 First Avenue, Anoka MN 55303  
Phone: (763) 576-2700 Website: [www.anokaminnesota.com](http://www.anokaminnesota.com)

**CITY OF ANOKA, MINNESOTA  
ORDINANCE**

**ORD-2026-XXXX**

**AN ORDINANCE ESTABLISHING SALARIES FOR MAYOR AND CITY COUNCIL  
PURSUANT TO SECTION 2.07 OF THE CHARTER OF THE CITY OF ANOKA**

THE COUNCIL OF THE CITY OF ANOKA ORDAINS:

- Section 1. Pursuant to Minnesota Statute 415.11 and the Anoka City Charter, Section 2.07, the Salary for the Mayor and City Councilmembers is hereby amended and set, by the affirmative vote of four/fifths of the members of the City Council and shall become effective after passage and publication and as of the first day of the year subsequent to the next general municipal election.
- Section 2. The salary of the Mayor and City Councilmembers shall be adjusted, effective January 1, 2027, to reflect a combined 2026 & 2027 Cost-of-Living-Adjustment (COLA) increase as provided to City Staff.
- Section 3. There shall be no additional pay for special, emergency or worksession meetings.
- Section 4. Out-of-pocket expenses of Elected Officials will be reimbursed as follows:
- Mileage to/from meetings, conferences, seminars, etc, occurring outside of the City of Anoka, whereby the Elected Official is attending as a representative of the City Council. The rate for reimbursement will be based on the most current IRS mileage reimbursement rate.
  - Requests for reimbursements must be submitted to the Finance Department, on a form supplied by the City, which will include the following: Name of traveler, name and address of meeting, conference, or seminar, date of travel, beginning mileage and ending mileage. Beginning mileage and ending mileage must be from the Elected Officials home address.

Section 5. This Ordinance shall be in full force and become effective after passage and publication and with increases effective as of the first day of the year subsequent to the next general municipal election (January 1, 2027).

ATTEST:

\_\_\_\_\_  
Erik Skogquist, Mayor

Introduced: \_\_\_\_\_  
 Adopted: \_\_\_\_\_  
 Published: \_\_\_\_\_  
 Effective: \_\_\_\_\_

\_\_\_\_\_  
Amy Oehlers, City Clerk

	Aye	Nay	Abstain	Absent
Skogquist	_____	_____	_____	_____
Campbell	_____	_____	_____	_____
Rostad	_____	_____	_____	_____
Scott	_____	_____	_____	_____
Weaver	_____	_____	_____	_____

# ELECTED OFFICIAL REIMBURSEMENT STATEMENT

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

MEETING TYPE OR SPONSORED BY: \_\_\_\_\_

LOCATION OF MEETING: \_\_\_\_\_

DATE OF TRAVEL: \_\_\_\_\_

**MILEAGE REIMBURSEMENT**  
2026 IRS Rate = \$0.72.5 cents per mile

Starting Mileage	Ending Mileage	Total Miles	Miles Cost (Miles x Rate)

Total (mileage cost)	\$	Funding #632110
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*\*Beginning/ending mileage must be from the Elected Officials Home Address.*

Printed Name of Elected Official: \_\_\_\_\_

\_\_\_\_\_  
Signature of Elected Official

\_\_\_\_\_  
Date

# **COUNCIL MEMO**

Agenda Item # 11.1

**Meeting Date:** February 2, 2026  
**Agenda Section:** New Business  
**Item Description:** Consideration of Appointment to Parking Advisory Board  
**Submitted By:** Amy Oehlers, ACM

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## **BACKGROUND INFORMATION**

For a long time the City has been advertising for applications for the Parking Advisory Board. We currently have 3 vacancies on this Board, all full-term positions (3-yr term).

We have received 1 application. This application is from Borgie Bonthuis. Borgie previously served on the Planning Commission but chose not to continue serving on that Commission when her term expired last year.

Included in you packet is a copy of her application to the Parking Advisory Board.

## **FINANCIAL IMPACT**

N/A

## **REQUESTED COUNCIL ACTION**

Request Council to act on the appointment to the Parking Advisory Board.

## **REQUIRED VOTE**

Majority vote of Councilmembers present at meeting.

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After this appointment is made, the City will continue to have the following vacancies:

- Economic Development Commission, 1 position, 2-year term
- Heritage Preservation Commission, 1 position, 3-year term
- Parking Advisory Board, 2 positions, 3-year term

The above vacancies have been being advertised, but applications have not been being received. For the above vacancies, there is no longer an application deadline. Applications will be presented for City Council as they are received.

The City is also advertising for 7 positions on the Charter Commission. While most of the current members who have a term expiring in March have submitted an application for re-appointment, we did receive notice that 3 current members do not plan to re-apply. The deadline for these applications is February 2, 2026 at 4:30 p.m. Charter Commission appointments are made by the 10<sup>th</sup> Judicial District and are 4-year terms.

**Rachel Dodge**

---

**From:** noreply@civicplus.com  
**Sent:** Friday, January 16, 2026 11:39 AM  
**To:** Rachel Dodge  
**Subject:** Online Form Submittal: Boards & Commissions Application

JAN 16 2026

**Boards & Commissions Application**

If you are interested in applying for a vacant seat on one of the City of Anoka's Boards and Commissions, please complete the form, submit it, and the Administration Department will follow up with an email confirming it was received.

All applications received are presented to the Anoka City Council, who will vote to appoint an individual(s) to fill the seat(s).

**NOTE: Upon appointment, all information included in this application is classified as public data.**

Applying for (check only one Board or Commission):

Parking Advisory Board

First Name: Borgie

Last Name: Bonthuis

Address: 712 Elm Lake

City: Anoka

State: MN

Zip Code: 55303

Home Phone Number: 7633239182

Work Phone Number: *Field not completed.*

Email Address: bdb64@comcast.net

Are you a resident in the city of Anoka? Yes

Do you meet the qualifications to serve on the Board or Commission in which Yes

JAN 16 2026

you are applying, as stipulated in the City's policy on appointments to Board and Commissions?

Statement of Interest - why are you interested in serving on this Board or Commission?

I am and have always been very interested in the parking situations in the City of Anoka whether it is in the downtown area, the residential area, etc.

Please list your qualifications, experience or education that is relative to you serving on this Board or Commission

I have served on the Parking Advisory Board for a number of years as the representative of the Planning Commission. Now that I am not on the Planning Commission, I would still like to serve on this Advisory Board. I believe my past years of experience on this Board will prove to be useful.

Are you able to meet as necessary to fulfill the responsibilities of appointment to this Board or Commission?

Yes

References (optional)

Field not completed.

Thank you for your interest in serving on the City of Anoka's Boards & Commissions. If you have any questions about the application process, please contact the Administration Department at 763-576-2740.

*This application is of public record. Public service opportunities are offered by the City of Anoka without regard to race, color, national origin, religion, disability, sex, or sexual orientation.*

**PLEASE SCROLL DOWN AND CLICK SUBMIT**

(Section Break)

**FOR OFFICE USE ONLY**

Was application submitted by due date? N/A Yes \_\_\_\_\_ No \_\_\_\_\_

Applicant is:  New Applicant  Applying for Reappointment

Appointment is for a:  Partial Term  Full Term

Date submitted to Council: 2-2-2026

JAN 16 2026

Council Action:

Not Appointed

Appointed (Expiration: \_\_\_\_\_)

Email not displaying correctly? [View it in your browser.](#)



# COUNCIL MEMO

Agenda Items # 12.1

**Meeting Date:** February 2, 2026  
**Agenda Section:** Updates & Reports  
**Item Description:** Anoka Dispensary; Ribbon Cutting Ceremony Event, Thursday, February 5, 2026, @ 2:00 p.m. – 839 East River Road  
**Submitted By:** Kevin Morelli, Enterprise Operations Director

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## BACKGROUND INFORMATION

In less than a year from the ground breaking, to full construction completion, the City of Anoka is set to cut the ribbon and make history by opening the Anoka Cannabis Company, the first municipal cannabis dispensary, not only in the state of Minnesota, but the only currently operating, city-managed dispensary in the United States. Fully owned by the City of Anoka, all profits from the venture will be reinvested back into the community.



## DISCUSSION

The City of Anoka will host the **Anoka Dispensary Ribbon Cutting Ceremony Event on Thursday, February 5, 2026, at 2:00 p.m.** on-site at 839 East River Road. The event will feature a brief program, including remarks from the City of Anoka and State of Minnesota elected officials, followed by the official ribbon cutting. Additionally, there will be opportunities for photos and interviews before and after the program. The public is welcome to attend.

A Public Advisory, an official announcement, was issued on Tuesday, January 27, 2026, to inform the public, news, and media outlets about this ribbon cutting ceremony. See attached informational flyer and new release.

It's noteworthy to mention, the grand opening events will include the following events:

- **Community Open House** - Wednesday, February 4, 2026, from 3:00 p.m. to 7:00 p.m.  
Get an inside look without the pressure of purchasing. No cannabis sales during this event.
- **Ribbon Cutting Event Ceremony** - Thursday, February 5, 2026, @ 2:00 p.m.
- **Opening Day** - Friday, February 6, 2026, @ 10:00 a.m.  
Open to the public by appointment only. Schedule your appointment at [AnokaCannabis.com](https://www.anokacannabis.com).
- **Grand Opening Event** - Saturday, February 7, 2026, from 12:00 p.m. to 4:00 p.m.  
Join us in celebrating this history-making project.



**REQUESTED COUNCIL ACTION**

Request that the City Council reminds the public about the Anoka Cannabis Company Ribbon Cutting Ceremony Event scheduled for Thursday, February 5, 2026, at 2:00 p.m. – 839 East River Road.

**REQUIRED VOTE**

There is no vote requirement on this agenda item.



## Ribbon Cutting Ceremony Anoka Cannabis Company

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**We're Making History – Join us:**

**Thursday, February 5, 2026  
839 East River Road, Anoka  
2:00 p.m. Program & Ribbon Cutting**



**Construction is complete and we are ready to cut the ribbon  
to open Minnesota's first municipal cannabis dispensary!**





Anoka City Hall  
2015 First Avenue North, Anoka, MN 55303  
763-576-2700 | [anokaminnesota.com](http://anokaminnesota.com)

**January 27, 2026 – For Immediate Release**

**Contacts:**

Stephanie Rietz, Dispensary Manager  
763-576-2986 | [srietz@ci.anoka.mn.us](mailto:srietz@ci.anoka.mn.us)

Jamie Croyle, Dispensary Assistant Manager  
763-576-2987 | [jcroyle@ci.anoka.mn.us](mailto:jcroyle@ci.anoka.mn.us)



**Anoka Cannabis Company to Make History with Ribbon Cutting on February 5th**  
*The First Municipal Cannabis Dispensary in Minnesota*

**ANOKA, Minn.** – In less than a year from the ground breaking, to full construction completion, the City of Anoka is set to cut the ribbon and make history by opening the Anoka Cannabis Company, the first municipal cannabis dispensary, not only in the state of Minnesota, but the only currently operating, city-managed dispensary in the United States. Fully owned by the City of Anoka, all profits from the venture will be reinvested back into the community. The ribbon cutting is set for 2 p.m., Thursday, Feb. 5, 2026, at 839 East River Road in Anoka.

*"Our residents want a safe, vibrant, and well-maintained community while keeping taxes as low as practicable. Anoka Cannabis Company allows the City of Anoka to do just that. We aim to safely control the sale of a regulated substance, set a high bar for others to follow, and use profits to lessen taxpayer burdens while further investing in the community,"* said Mayor Erik Skogquist. *"These opportunities rarely come along, and in Anoka, we are capitalizing on it to make sure that all 18,000 residents see the benefits."*

Paving the way for other cities, Anoka is setting the gold standard. Construction of the nearly 3,000-square foot facility began in May 2025 and has been one of the fastest-moving projects in the city's recent history. The building incorporates top-tier security measures, including a secure sally port, more than 35 cameras throughout the property, and reinforced glass windows. Additionally, solar panels will generate 88% of the dispensary's electrical needs, creating a more sustainable, eco-friendly impact on the community. Sales will begin on February 6<sup>th</sup>.

-more-

*“At Anoka Cannabis Company, education is at the heart of our mission,”* said Stephanie Rietz, Dispensary Manager. *“We want our customers to feel empowered and informed through their cannabis journey, all while knowing their purchase benefits the community. We want to set a new standard for what community-centered, responsible cannabis access can look like.”*

**Celebrate with these grand opening events:**

- **Community Open House** - Wednesday, Feb. 4, 2026, 3 p.m. - 7 p.m.  
Get an inside look without the pressure of purchasing. No cannabis sales during this event.
- **Ribbon Cutting Ceremony** - Thursday, Feb. 5, 2026, 2 p.m.
- **Opening Day** - Friday, Feb. 6, 2026, 10 a.m.  
Open to the public by appointment only. Schedule your appointment at [AnokaCannabis.com](https://AnokaCannabis.com).
- **Grand Opening Event** - Saturday, Feb. 7, 2026, 12 p.m.- 4 p.m.  
Join us in celebrating this history-making project.

Anoka Cannabis Company is a city-owned and operated cannabis dispensary proudly serving Anoka, Minnesota, and surrounding communities. Our mission is to provide safe, controlled, equitable, and community-centered access to high-quality cannabis products through education, integrity, and care, fostering wellness and responsible use in the city of Anoka. Fully owned and operated by the City of Anoka, 100% of profits will be reinvested directly into the community. Learn about the company’s core values and more at [AnokaCannabis.com](https://AnokaCannabis.com).

###



*Cutline: Anoka Cannabis Company, 839 East River Road*

# **COUNCIL MEMO**

Agenda Item # 12.2

**Meeting Date:** February 2, 2026  
**Agenda Section:** Open Forum  
**Item Description:** MMUA Mutual Aid Commendation  
**Submitted By:** Warren Magnus

---

## **BACKGROUND INFORMATION**

AMU received a request from MMUA to assist with the expected damage recovery from the Ice Storm in North Carolina on January 23, 2026. This request for mutual aid was organized, coordinated, and deployed in under 24 hours.

Crews departed from Rochester Public utility on schedule and headed southeast to support our public power partners in North Carolina. Travel for crews was challenging, with speeds periodically dropping to 25-30 miles per hour. The good news was everyone made it safe. AMU was part of a group of 44 linemen that arrived to help. After splitting into smaller teams, AMU travelled together with its group to Kings Mountain NC. Most public power outages at the time were heavily concentrated in Tennessee, Mississippi, and Louisiana. Since the storm turned into a snow event rather than the ice event that was anticipated, there was not enough damage to keep AMU crews in that area. MMUA made every effort to reassign the Minnesota crews to the Tennessee area, but there were already hundreds of crews from surrounding states converging there to assist. Crews made the long drive back to Minnesota and arrived on Thursday January 28, 2026, at approximately 12:00 PM. According to the Department of Energy, AMU crew learned that this deployment was considered the largest mutual aid mobilization ever recorded! All AMU expenses will be billed back to the Public Power groups in North Carolina.

Thank you all for your dedication, and your unwavering support.

Warren Magnus  
AMU

## **FINANCIAL IMPACT**

Not applicable.

## **REQUESTED COUNCIL ACTION**

No action permitted under the Open Forum.

## **REQUIRED VOTE**

Not applicable.

# COUNCIL MEMO

Agenda Item # 12.3

**Meeting Date:** October 20, 2025  
**Agenda Section:** Open Forum  
**Item Description:** Announcement of Retirement for Del Vancura, February 6, 2026  
**Submitted By:** Greg Lee, City Manager

## BACKGROUND INFORMATION

Congratulations to Del Vancura on his retirement after an incredible 40-year career! His journey from braving the elements as a power lineman to leading the organization as Director is a powerful testament to his dedication and vision.

After four decades, Del has finally been promoted to the best job of all: Retiree.

Thanks Again!

All of us at AMU

## FINANCIAL IMPACT

None.

## REQUESTED COUNCIL ACTION

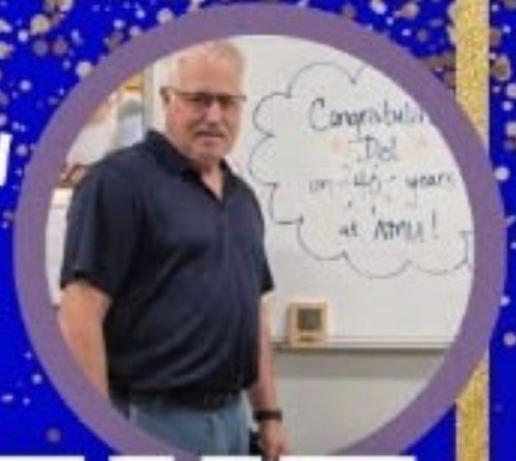
No action.

## REQUIRED VOTE

No vote required.



We Invite You To Attend



# DEL'S RETIREMENT *Party*

After 40 dedicated years with the City of Anoka—starting high in the sky on electrical poles and concluding his journey as the Director of Anoka Electric—it's time for Del to finally power down. He's turning in his hard hat for his fishing hat!

**DEL VANCURA**

**Friday, February 6, 2026**

Time: 1-3:00 PM

Where: Anoka Fire Station

Location: 275 Harrison St, Anoka, MN

Time: 3:30 PM – 6:00 PM

Where: 201 Tavern Bar & Grill

Location: Jackson St, Anoka, MN

# **COUNCIL MEMO**

Agenda Item # 12.4

**Meeting Date:** February 2, 2026  
**Agenda Section:** Updates & Reports  
**Item Description:** Tentative Agendas  
**Submitted By:** Amy Oehlers, Assistant City Manager

---

## **BACKGROUND INFORMATION**

Attached are the tentative agenda(s) for future meeting(s).

## **FINANCIAL IMPACT**

None.

## **REQUESTED COUNCIL ACTION**

Request Council review and discuss upcoming agenda(s).

## **REQUIRED VOTE**

There is no vote requirement on this agenda item.



\*\*\*\*\*

## CITY COUNCIL GOALS SESSION

Monday, February 9, 2026

Meeting: 5:00 pm

Dinner: 5:30 pm

Green Haven Golf Course & Event Center – East Room

Purpose: Setting City Council Goals for 2026-2027

\*\*\*\*\*



**City Council Agenda – Regular Meeting**  
**DRAFT Tuesday, February 17, 2026**  
**Council Chambers**  
**7:00 P.M. REGULAR MEETING**  
*(meeting will be cablecast)*

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **COUNCIL MINUTES**
  - 3.1 January 26, 2026, Worksession.  
February 2, 2026, Regular Meeting.
4. **OPEN FORUM** *\*The Open Forum is an opportunity for the public to address the City Council concerning items not listed on the agenda. Please raise your hand to be recognized by the Mayor or member officiating the meeting. Approach the podium and state your full name and city you live in for the record. Rules of Conduct as listed in the public folder provided at the entrance of the Council Chambers and posted on the podium must be adhered to.*
  - 4.1 Police Activity Update.
5. **PUBLIC HEARING(S)** - None
6. **CONSENT AGENDA**
  - 6.1 Verified Bills.
  - 6.2 Revising & Setting Council Calendars.
7. **REPORTS OF OFFICERS & BOARDS & COMMISSIONS** - None
8. **PETITIONS, REQUESTS & COMMUNICATION** - None
9. **ORDINANCES & RESOLUTIONS**
  - 9.1 RES/Trunk Highway 47 Corridor and BNSF Grade Separation Project; Approve Grant Agreement with Federal Highway Administration of FY 2023 through FY 2024 Railroad Crossing Elimination (“RCE”) Program Funding.
  - 9.2 RES/Trunk Highway 47 Corridor and BNSF Grade Separation Project; Approve and Authorize the Execution of the Infrastructure Investment and Jobs Act (IIJA) Matching Grant Agreement with the State of Minnesota Department of Transportation.

**9. ORDINANCES & RESOLUTIONS, Continued...**

- 9.3 ORD/Zoning Text Amendments to City Code Section 78-2 – Definitions; Adding Definition of “Historical Society” and City Code Section 78-239 – Low Density Residential District; Adding “Historical Societies When Located Within a Historically Significant Building or Structure, as Defined by City Code Section 38-2” as a Conditional Use. (1st Reading)
- 9.4 RES/ADA Plan Implementation – Green Haven Clubhouse Elevator Modifications; Order Project, Authorize Plans & Specifications, and Authorize the Procurement Process for a Construction Manager Agency and Architect.
- 9.5 RES/Green Haven Trailway Project; Approve Plans & Specifications, Authorize Advertisement for Bid, and Set a Bid Date.

**10. UNFINISHED BUSINESS – None**

**11. NEW BUSINESS**

- 11.1 Recommendations on Appointments to Charter Commission.

**12. UPDATES & REPORTS**

- 12.1 Tentative Agendas.

Members of the Anoka City Council may participate remotely in City Council meetings by interactive technology rather than by being physically present. Members of the public can monitor council meetings by streaming them live online, this meeting will be broadcast live on Comcast channel hd799/sd16 and can be streamed online at <http://qctv.org/anoka/>. The Zoom Webinar link will be posted prior to the meeting on the City of Anoka's website calendar at: <https://www.anokaminnesota.com/calendar.aspx?CID=14>. To access the link, from the online calendar, find the correct meeting date and click "More Details." Meetings by telephone or other electronic means in accordance with Minnesota Statute 13D.021



**City Council Agenda – Worksession**  
**DRAFT Monday, February 23, 2026**  
**Council Worksession Room, 5:00 p.m.**  
*(meeting will not be cablecast)*

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **COUNCIL BUSINESS and/or DISCUSSION ITEMS**

- 3.1 Presentation; Anoka County Emergency Communications Messaging Application – Citizen Alerts.
- 3.2 Discussion; Chpt 10, Article IV, Charitable and Legalized Gambling.
- 3.3 Discussion; Policy on Charitable and Legalized Gambling Contribution of Net Profits to City Administered Fund.
- 3.4 Discussion; Green Haven Renovations.

4. **UPDATES/REPORTS/COUNCIL SUGGESTIONS FOR FUTURE AGENDA ITEMS**

5. **ADJOURNMENT**

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Meetings by telephone or other electronic means in accordance with Minnesota Statute 13D.021.



**City Council Agenda – Regular Meeting**  
**DRAFT Monday, March 2, 2026**  
**Council Chambers**  
**7:00 P.M. REGULAR MEETING**  
*(meeting will be cablecast)*

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **COUNCIL MINUTES**
  - 3.1 January 26, 2026, Worksession.  
February 17, 2026, Regular Meeting.
4. **OPEN FORUM** *\*The Open Forum is an opportunity for the public to address the City Council concerning items not listed on the agenda. Please raise your hand to be recognized by the Mayor or member officiating the meeting. Approach the podium and state your full name and city you live in for the record. Rules of Conduct as listed in the public folder provided at the entrance of the Council Chambers and posted on the podium must be adhered to.*
  - 4.1 Police Activity Update.
5. **PUBLIC HEARING(S)**
  - 5.1 2026 Street Overlay Project; Public Improvement Hearing.
  - 5.2 2026 Street Overlay Project; Assessment Hearing.
  - 5.3 2026 Street Surface Improvement Project; Public Improvement Hearing.
  - 5.4 2026 Street Surface Improvement Project; Assessment Hearing.
6. **CONSENT AGENDA**
  - 6.1 Verified Bills.
  - 6.2 Revising & Setting Council Calendars.
7. **REPORTS OF OFFICERS & BOARDS & COMMISSIONS** - None
8. **PETITIONS, REQUESTS & COMMUNICATION** - None
9. **ORDINANCES & RESOLUTIONS**
  - 9.1 RES/2026 Street Overlay Project; Order Project; Authorize the Preparations of Plans & Specifications and Authorize Advertisement for Bid.  
**(TO BE ACTED UPON AFTER PUBLIC HEARING)**

**ORDINANCES & RESOLUTIONS, Continued...**

- 9.2 RES/2026 Street Overlay Project; Adopt Assessment Roll.  
**(TO BE ACTED UPON AFTER PUBLIC HEARING)**
- 9.3 RES/2026 Street Surface Improvement Project; Order Project, Authorize the Preparation of Plans & Specifications; and Authorize Advisement for Bid.  
**(TO BE ACTED UPON AFTER PUBLIC HEARING)**
- 9.4 RES/2026 Street Surface Improvement Project; Adopt Assessment Roll.  
**(TO BE ACTED UPON AFTER PUBLIC HEARING)**
- 9.5 ORD/Amending Chpt 10, Article IV. Charitable and Legalized Gambling. (1<sup>st</sup> Reading)
- 9.6 ORD/Zoning Text Amendments to City Code Section 78-2 – Definitions; Adding Definition of “Historical Society” and City Code Section 78-239 – Low Density Residential District; Adding “Historical Societies When Located Within a Historically Significant Building or Structure, as Defined by City Code Section 38-2” as a Conditional Use. (2nd Reading)
- 9.7 RES/Conditional Use Permit for Historical Society; 1625 3rd Ave.
- 9.8 ORD/Approving a Purchase Agreement for the 4th Avenue and Johnson Street City Owned Development Site. (2nd Reading)
- 9.9 ORD/Approving an Option Agreement for the 2nd an Van Buren City Owned Development Site. (2nd Reading)

10. **UNFINISHED BUSINESS** – None

11. **NEW BUSINESS**

12. **UPDATES & REPORTS**

- 12.1 Tentative Agendas.

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**City Council Agenda – Regular Meeting**  
**DRAFT Monday, March 16, 2026**  
**Council Chambers**  
**7:00 P.M. REGULAR MEETING**  
*(meeting will be cablecast)*

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **COUNCIL MINUTES**
  - 3.1 March 2, 2026, Regular Meeting.  
February 23, 2026, Worksession.
4. **OPEN FORUM** *\*The Open Forum is an opportunity for the public to address the City Council concerning items not listed on the agenda. Please raise your hand to be recognized by the Mayor or member officiating the meeting. Approach the podium and state your full name and city you live in for the record. Rules of Conduct as listed in the public folder provided at the entrance of the Council Chambers and posted on the podium must be adhered to.*
  - 4.1 Police Activity Update.
5. **PUBLIC HEARING(S)** - None
6. **CONSENT AGENDA**
  - 6.1 Verified Bills.
  - 6.2 Revising & Setting Council Calendars.
7. **REPORTS OF OFFICERS & BOARDS & COMMISSIONS** - None
8. **PETITIONS, REQUESTS & COMMUNICATION** - None
9. **ORDINANCES & RESOLUTIONS**
  - 9.1a ORD/Amending Chpt 10, Article IV. Charitable and Legalized Gambling. (2<sup>nd</sup> Reading)
  - 9.1b RES/Summary Resolution of Ordinance Amending Chpt 10, Article IV, Charitable & Legalized Gambling.
  - 9.2 ORD/2026 Fee Schedule Amendment; Building Permit Fees. (1st Reading)
10. **UNFINISHED BUSINESS** – None
11. **NEW BUSINESS**
  - 11.1 Policy on Charitable and Legalized Gambling Contribution of Net Profits to City Administered Fund.

**12. UPDATES & REPORTS**

12.1 Tentative Agendas.

Members of the Anoka City Council may participate remotely in City Council meetings by interactive technology rather than by being physically present. Members of the public can monitor council meetings by streaming them live online, this meeting will be broadcast live on Comcast channel hd799/sd16 and can be streamed online at <http://qctv.org/anoka/>. The Zoom Webinar link will be posted prior to the meeting on the City of Anoka's website calendar at: <https://www.anokaminnesota.com/calendar.aspx?CID=14>. To access the link, from the online calendar, find the correct meeting date and click "More Details." Meetings by telephone or other electronic means in accordance with Minnesota Statute 13D.021



**City Council Agenda – Worksession**  
**DRAFT Monday, March 23, 2026**  
**Council Worksession Room, 5:00 p.m.**  
*(meeting will not be cablecast)*

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **COUNCIL BUSINESS and/or DISCUSSION ITEMS**
  - 3.1
4. **UPDATES/REPORTS/COUNCIL SUGGESTIONS FOR FUTURE AGENDA ITEMS**
5. **ADJOURNMENT**

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