

City of Ramsey
Agenda
Economic Development Authority (EDA)
Thursday December 19, 2013
7:30 am
Lake Itasca Room, 7550 Sunwood Drive NW

- 1. Call to Order**
- 2. Approve Agenda**
- 3. Approve Minutes**
 1. Approve the Following Meeting Minutes:
 - 1) Regular EDA Meeting Minutes - 09/19/13
 - 2) Regular EDA Meeting Minutes - 11/14/13
- 4. EDA Business**
 1. Sophia-Ramsey Business Subsidy Agreement; Early Termination and Payout Request
 2. 2014 EDA Work Plan
- 5. Member/Staff Input**
 1. General Updates
- 6. Adjournment**

Economic Development Authority (EDA)

3. 1.

Meeting Date: 12/19/2013

By: Jo Thieling, Administrative Services

Title:

Approve the Following Meeting Minutes:

- 1) Regular EDA Meeting Minutes - 09/19/13
- 2) Regular EDA Meeting Minutes - 11/14/13

Purpose/Background:

Purpose: To review and approve minutes of the EDA.

Background: There was no EDA meeting in October and the September meeting minutes were not included with the November EDA agenda for approval; therefore, there are two sets to approve at this meeting: September 19 and November 14. Both sets are attached for review and approval.

Notification:

Observations/Alternatives:

Funding Source:

Recommendation:

Action:

Motion to approve the following meeting minutes:

- 1) Regular EDA Meeting Minutes - 09/19/13
 - 2) Regular EDA Meeting Minutes - 11/14/13
-

Attachments

091913 EDA Mts

111413 EDA Mts

Form Review

Inbox

Kurt Ulrich

Form Started By: Jo Thieling

Final Approval Date: 12/12/2013

Reviewed By

Jo Thieling

Date

12/12/2013 04:32 PM

Started On: 12/12/2013 04:25 PM

**ECONOMIC DEVELOPMENT AUTHORITY
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

The City of Ramsey Economic Development Authority (EDA) conducted a regular meeting on Thursday, September 19, 2013, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Jim Steffen
 Member Philip Brunt
 Member Glen Hardin
 Member Wayne Skaff
 Member Kristine Williams

Members Absent: Member John LeTourneau
 Member Chris Riley

Also Present: Patrick Brama, Assistant to the City Administrator
 Kurt Ulrich, City Administrator

1. CALL TO ORDER

Chairperson Steffen called the Economic Development Authority meeting to order at 7:30 a.m.

2. APPROVE AGENDA

Motion by Member Hardin, seconded by Member Skaff, to approve the agenda. Motion carried. Voting Yes: Chairperson Steffen, Members Hardin, Skaff, Brunt, and Williams. Voting No: None. Absent: Members LeTourneau and Riley.

3. APPROVE MINUTES

3.01: Approve EDA Meeting Minutes Dated August 8, 2013

Chairperson Steffen advised that Member Riley requested the last sentence of the final paragraph on page 1 be revised to state: “He stated the overriding themes of the strategic planning process included a desire to work together, to hold the City accountable, a desire for more transparency, to provide a high level of support and amenities to residents, and to ensure that ~~all decisions made by the City Council are fully funded~~ the City Council only implements changes that can be paid for.”

Motion by Member Skaff, seconded by Member Brunt, to approve the minutes dated August 8, 2013, as amended.

Motion carried. Voting Yes: Chairperson Steffen, Members Skaff, Brunt, Hardin, and Williams. Voting No: None. Absent: Members LeTourneau and Riley.

4. EDA BUSINESS

4.01: Annual Fall Networking Event

Assistant to the City Administrator Brama presented two alternatives for the annual networking event including the EDA's traditional networking event (alternative 1) or an event utilizing the Anoka Area Chamber of Commerce manufacturers' cohort program (alternative 2). He stated the EDA's traditional networking event has averaged 45 attendees with a target market of Ramsey general business owners. He explained that the Anoka Area Chamber of Commerce has a manufacturers' cohort group that holds bimonthly meetings with a nearly identical format to the EDA's networking event. He pointed out that the manufacturers' cohort group has an exclusive invite list focused on manufacturers so there would be some selectiveness in who would be allowed to attend a joint networking event. He stated that a networking event with the manufacturers' cohort group could be held at the Ramsey Municipal Center on Tuesday, December 10, 2013, from 11:30 a.m.-1:00 p.m. and the proposed topic is effective leadership and communication styles with the EDA chair providing opening and closing remarks. He pointed out that Councilmember and Member LeTourneau is the director of the manufacturers' cohort and if the EDA moved forward with this proposal, Member LeTourneau would not be a speaker at the event but would be a facilitator and he would not receive any compensation if the City sponsored this event; in addition, Member LeTourneau is employed by the Anoka Area Chamber of Commerce as an independent contractor. He added that staff contacted the Anoka Area Chamber of Commerce about this opportunity and Member LeTourneau did not approach staff about this opportunity.

Chairperson Steffen asked how many people typically attend the manufacturers' cohort meetings.

Member Hardin advised the Bank of Elk River is a trusted partner in the manufacturers' cohort and paid a sponsorship fee so the Bank is allowed to attend the meetings as a trusted partner where there are usually 25-30 people in attendance. He indicated the manufacturers' cohort has been fairly restrictive in the past and felt that if the annual networking event was going to limit attendance, he was in favor of Alternative 1.

Assistant to the City Administrator Brama acknowledged there would be a percentage of Ramsey businesses that would not be allowed to attend the networking event under Alternative 2. He stated the intent behind being restrictive is to avoid high-pressure salespeople from attending and soliciting the businesses, adding he felt that Ace Solid Waste and/or Connexus would be allowed to attend but a business like Do All Printing would not be allowed to attend.

Member Brunt suggested that staff work with Pete Turok on the invitation list to expand the list to non-manufacturer businesses.

Chairperson Steffen asked if the EDA would be a sponsor of the event under Alternative 2.

Assistant to the City Administrator Brama stated that an event under Alternative 2 would need to be further refined but felt that the EDA could be one of the trusted sponsors of the event.

Chairperson Steffen expressed concern about the selective nature of Alternative 2.

Member Skaff asked if there was any way that Alternative 2 could be structured as a joint meeting so that it broadens the attendance.

Assistant to the City Administrator Brama stated that while he could not speak on behalf of the Chamber, he assumed they would not agree to a joint meeting.

Chairperson Steffen stated he was in favor of Alternative 1 and would like to consider ways to increase attendance. He added he was not opposed to being a trusted partner with the manufacturers' cohort but was not in favor of replacing the EDA's networking event with Alternative 2.

It was the consensus of the EDA to direct staff to continue the status quo with respect to the annual fall networking event.

Chairperson Steffen requested ideas for a speaker or topic for the networking event.

Member Brunt suggested having someone speak about the MNsure program.

City Administrator Ulrich suggested having Development Services Manager Gladhill discuss the Community Development Department's impact on local business, e.g., sign ordinances, approval of expansion plans, and sharing information about the City's new strategic plan.

Chairperson Steffen suggested allocating ten minutes to the City's Business of the Year.

It was also the consensus of the EDA that the annual networking event should include remarks by Mayor Strommen, remarks by Development Services Manager Gladhill, comments by Vision-Ease, and consider a presentation about the MNsure program if time permits.

4.02: EDA Updates

Assistant to the City Administrator Brama presented the EDA updates and advised that the old LeTourneau SuperValu building has been sold to Java Investments with the intention of renovating then selling the property. He stated the City received interest from Premier about listing the entire 167/47 parcel and the City is seeing more leases in that node as well, especially in the convenience store building. He reported that the Police Department has started an initiative to visit all Ramsey businesses to obtain feedback about the City's public safety services with a goal of visiting over 300 businesses by December. He stated that recruitment continues for the Economic Development Manager and five applicants will be interviewed by phone in the near future.

4.03: Community Development Update

Assistant to the City Administrator Brama reported that Molin Concrete is in the process of completing a 10,000 square foot expansion of their facility. He also reported that Cullinan

Rigging is completing a 10,000 square foot expansion of their facility. He advised that Noble Roman's Pizza and Dollar Store will be opening in the Coborn's retail plaza and Metro Hydro Graphics will be opening in the former Allina building; in addition, Northgate Performing Arts and Worship Center will be opening this fall. He stated that Seasons of Ramsey, a 50-unit townhome development, has made substantial progress and is expected to be complete this winter. He added that a groundbreaking has been scheduled for September 25th for Stoney River, a 72-unit assisted living facility near Lord of Life Church. He provided an update regarding the Rum River Hills project and explained the project has gone to the Planning Commission with the next step being the public input session. He stated that Rum River Hills has been in contact with Premier Commercial Realty about finding someone to list the properties together and they are also working with developers, but they need to wait for the statement of goals to get through the Planning Commission and City Council before proceeding further. He suggested that the statement of goals be reviewed by the EDA before going to the City Council for final adoption. He stated that Rum River Hills is aware that the EDA wants to see something happen on the north side of this project and Rum River Hills's initial plan is to concentrate on the residential aspect of this project.

Chairperson Steffen requested an update regarding Super America and McDonalds.

City Administrator Ulrich advised the City received word that Super America is no longer interested in locating in The COR, adding that the corporation completed a market study for their proposed location and concluded it did not want to move forward. He stated that McDonalds is planning to close in October and break ground next spring. He then provided a City Council update and advised the City Council approved an RFP process for a real estate broker to represent shovel ready sites throughout the City excluding the Nordvick site based on the decision to prepare a master plan for this area before placing it on the market. He requested that EDA members forward any real estate contacts to staff so the RFP can be forwarded to those contacts. He reported that the City Council received a report from Ehlers regarding TIF District 14 and the report indicates this TIF District's property values continue to decline below the base level with no tax income coming to the City. He stated this TIF District is intended to pay for the City's infrastructure improvements and staff will be pursuing some modifications to the TIF District. He also reported that the Mayor and City Council are focusing on meaningful community engagement and will be working with residents on new river rules being proposed for the Mississippi River. He stated that Mn/DOT recently held an open house regarding Highway 10 and the access study being planned to address the pedestrian issues in this corridor. He indicated the Armstrong project was turned down for the Federal grant and the City hopes to close the \$5-10 million gap through legislative action. He stated the County awarded a contract for design work on the interchange to SRF Consulting and the bids were lower than anticipated. He reported the City Council made a decision to move ahead with a public hearing on October 8th regarding establishment of a franchise fee on utilities, adding that this franchise fee is intended to provide a dedicated fund for road construction.

Chairperson Steffen stated he spoke with the Vision-Ease team at the golf tournament and they have offered to conduct a tour for EDA members. He requested that Assistant to the City Administrator Brama follow up on this to schedule a tour.

Assistant to the City Administrator Brama stated that an open house regarding the 167/47 node is scheduled for September 26, 2013, from 6:00-9:00 p.m. in the Alexander Ramsey room and EDA members are welcome to attend.

Member Hardin requested an update regarding the old municipal center site.

Assistant to the City Administrator Brama advised that the deadline for submitting interest in the public input group is tomorrow, September 20th, and so far fifteen people have expressed an interest. He stated that staff will present the proposed makeup of the public input group to the City Council on October 8th and updates will be provided to the EDA throughout the process.

5. Member/Staff Input

None.

6. Adjournment

The regular meeting of the Economic Development Authority adjourned at 8:40 a.m.

Respectfully submitted,

Kurtis G. Ulrich, City Administrator

ATTEST:

Patrick Brama, Assistant to the City Administrator

Draft by Barbara Hughes
(*TimeSaver Off Site Secretarial, Inc.*)

**ECONOMIC DEVELOPMENT AUTHORITY
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

The City of Ramsey Economic Development Authority (EDA) conducted a regular meeting on Thursday, November 14, 2013, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Jim Steffen
 Member Philip Brunt
 Member Glen Hardin
 Member Mark Kuzma, Alternate
 Member Wayne Skaff
 Member Kristine Williams

Members Absent: Member John LeTourneau
 Member Chris Riley

Also Present: Patrick Brama, Assistant to the City Administrator
 Tim Gladhill, Development Services Manager

1. CALL TO ORDER

Chairperson Steffen called the Economic Development Authority meeting to order at 7:31 a.m.

2. APPROVE AGENDA

Chairperson Steffen stated that agenda item 3 (approve minutes) has been removed from the agenda because the minutes were not included in the agenda.

Motion by Member Skaff, seconded by Member Hardin, to approve the agenda as amended. Motion carried. Voting Yes: Chairperson Steffen, Members Skaff, Hardin, Brunt, Kuzma, and Williams. Voting No: None. Absent: Members LeTourneau and Riley.

3. APPROVE MINUTES

This item was removed from the agenda.

4. EDA BUSINESS

4.01: Annual Fall Networking Event

Assistant to the City Administrator Brama stated that the annual fall networking event is scheduled for November 21st at the Municipal Center. He advised that a representative from Vision Ease will provide the keynote and there will also be a panel of City officials. He reported that 70 RSVPs have been received to date and the EDA has allocated \$1,500 for this event.

4.02: Discuss 'Statement of Goals' for the Area near the 167th Avenue and Saint Franchise Boulevard (TH 47)

Assistant to the City Administrator Brama presented the Statement of Goals and stated the document has now been reviewed by the Planning Commission and has gone through a public input process. He provided a brief historical background regarding this commercial node and stated the EDA, Planning Commission, and City Council have identified this area as a priority and the Statement of Goals is intended to guide the City's participation in the redevelopment of this node. He reviewed the Statement of Goals parameters and stated the document indicates the City is not interested in supporting a purchase of property to redevelop the site but would facilitate a marketing effort if the property owners were interested. He noted this language is consistent with the EDA's earlier direction and has not been changed. He explained that the Planning Commission revised the language regarding zoning to indicate the Planning Commission would support reviewing all inquiries for potential land use changes. He stated the document outlines the financial assistance tools available for addressing the blighted properties on the north side and the language has been revised to state that a land write down would only be considered if the blighted properties were addressed. He advised the City was requested to commit funding to install a pedestrian underpass in order to increase public safety in this area, however, the City would not commit a dollar amount or funding source to address that pedestrian underpass; rather, the City would consider a specific request at the time a proposal is submitted and if the City wanted to participate, potential funding sources have been listed in the document, including the possibility of using park and trail dedication fees. He stated the City was also requested to extend the sanitary sewer line to this area and the Statement of Goals indicates the City is not willing to fully fund a special sanitary line for this node, however if the property owner was willing to share the cost, the City would be willing to consider this depending on the number of hookups. He advised the City's comprehensive sewer and water plan identifies where the City's infrastructures will extend and indicated the cost of a special trunk line in this area is cost prohibitive and the number of hookups is not enough to justify extending the line. He reported that a public input process for the general public took place on September 26, 2013, and 232 people were invited and approximately 26 people participated in the session.

Chairperson Steffen requested an update on the City's discussions with the golf course.

Assistant to the City Administrator Brama advised the golf course is waiting for the City to complete the Statement of Goals. He stated that Rum River Hills is not planning to act as the developer and would be the landowner, adding that if and when Rum River Hills steps forward, the developer would negotiate with the City, including funding for the trunk line.

Chairperson Steffen stated that one of the biggest things that has happened in this node is the sale of the Super Valu building and commented that the area looks much better now that the new owner has been putting some money into the project.

Development Services Manager Gladhill stated the new owner has a prospective tenant and the City is anticipating a land use application will be submitted in the near future and agreed to update the EDA when more information is known.

Motion by Member Skaff, seconded by Member Brunt, to approve the Statement of Goals as presented.

Assistant to the City Administrator Brama requested the motion be amended to authorize staff to make some edits to the Statement of Goals to address some inconsistencies in the document.

Member Skaff agreed to the friendly amendment. Member Brunt seconded the friendly amendment.

Member Williams stated that the document talks about blighted properties and questioned whether the City should have an opportunity to amend the Statement of Goals in the future if it is determined that improvements have been made to some of the blighted areas which may impact the City's willingness to provide assistance.

Assistant to the City Administrator Brama stated the document states that the City Council is the ultimate decision maker and the document does not commit or preclude the City Council from doing anything and the City Council retains discretion to change the policy. He suggested that the EDA revisit the Statement of Goals in approximately six months.

Member Hardin suggested that the second paragraph of the Background section on the first page be revised to delete the reference to "market failure" because of the negative connotation. He also asked if there was a conflict between the vision regarding apartments and the public's undesired uses that included apartments.

Member Skaff suggested "market failure" be replaced with "market challenges."

Assistant to the City Administrator Brama agreed to revise this section of the document. He also agreed to revise the document to reflect the strong public sentiment against apartments and delete the reference to high density in the vision portion of the document.

Motion carried. Voting Yes: Chairperson Steffen, Members Skaff, Brunt, Hardin, Kuzma, and Williams. Voting No: None. Absent: Members LeTourneau and Riley.

Member Hardin requested information about how many more units would be needed to make this area viable as a retail node or to entice a developer to come into the area.

Assistant to the City Administrator Brama stated that staff will look into Member Hardin's request and report back at the next meeting.

4.03: EDA Updates

Assistant to the City Administrator Brama reported that the first meeting of the study group regarding the old municipal center site was held on November 4th and the process should be concluded in February. He advised that Molin Concrete will be reopening operations in the City and has indicated they are considering a significant expansion next year that would double the size of their facility. He stated that Cullinan Rigging completed its 45,000 square foot expansion this summer and Diamond Graphics is working on its 30,000 square foot expansion. He reported

the City Council approved the hiring of Ted LeFrance as the new Economic Development Manager and Mr. LeFrance will attend the next EDA meeting as well as the fall networking event. He stated the City will be holding a public input session on December 12th at 6:00 p.m. regarding potential future land uses in the business park. He advised the City adopted a new RFQ process to solicit a preferred real estate broker to list City-owned properties and responses are expected the last week of November with a selection made in December. He stated the City has been working with the Met Council on the population and employment forecast and providing comment to the Met Council on this forecast.

Chairperson Steffen requested an update regarding McDonalds and The Residence at the COR.

Development Services Manager Gladhill indicated the City Council approved amended contracts between the HRA and McDonalds at its November 12th meeting and construction will begin in spring 2014. He reported that Residence at the COR staff indicated they have 60 signed leases out of 230 units, adding City staff did not verify this information. He added that given the entire project was not done until recently, that number should increase in the spring of 2014.

Chairperson Steffen urged the City to monitor this project since it includes City funding and to make sure a system is in place for monitoring the City's payback.

Development Services Manager Gladhill stated the Finance Director is monitoring those timelines and key milestones were written into the development agreement.

Chairperson Steffen stated he has been asked about this project by residents, including how the project is working and when the City will be paid and requested that staff provide periodic updates to the EDA.

5. MEMBER/STAFF INPUT

Member Skaff announced that the first service at Northgate Church will be held on December 7th at 5:00 p.m. He stated that Northern Starz Theatre Company will be putting on a performance of "A Christmas Carol" on December 13, 14, and 15th. He invited the EDA members to an open house on Friday, December 6th, from 7:00-8:00 p.m.

6. ADJOURNMENT

The regular meeting of the Economic Development Authority adjourned at 8:33 a.m.

Respectfully submitted,

Kurtis G. Ulrich, City Administrator

ATTEST:

Patrick Brama, Assistant to the City Administrator

Draft by Barbara Hughes (*TimeSaver Off Site Secretarial, Inc.*)

Economic Development Authority (EDA)**4. 1.****Meeting Date:** 12/19/2013**By:** Ted LaFrance, Administrative Services**Title:**

Sophia-Ramsey Business Subsidy Agreement; Early Termination and Payout Request

Purpose/Background:

On December 2nd, Sophia-Ramsey requested an early termination to their Business Subsidy Agreement (Here-in "Agreement"); dated January 15, 2010 between the City of Ramsey and Sophia-Ramsey LLC. But for this subsidy, the project and lease agreement to develop the restaurant (Acapulco) would have been unfeasible. The termination was requested to close out the LLC sooner, as the property has been sold to Phillips Edison. Sophia-Ramsey LLC has requested a discounted payout of \$8000 instead of the \$11,760 (two installments of \$5,880 to close out the Agreement), that is due to them per the Agreement, to satisfy both parties. Sophia-Ramsey has met and exceeded its requirements per the Agreement except the term of length (5 years ending October 2014).

The Agreement outlines two subsidies provided to Sophia-Ramsey. Note One provides a subsidy for our contribution to Met Council's SAC and City of Ramsey's WAC; in the amount of \$74,956. Note One's payments to be made by Sophia-Ramsey LLC annually are credited by The City of Ramsey, equating to forgiveness if the business is in operation more than 7 months of the year. Note Two provides a subsidy for Sophia-Ramsey's contribution to Met Council's SAC; in the amount of \$29,400. Note Two's payments to be made by The City of Ramsey annually are distributed in the amount of \$5,880 per year to Sophia-Ramsey. The total value of the subsidy is \$104,356.

Notification:**Observations/Alternatives:**

1. Transfer the Agreement to the new owners, Phillips Edison, per Section 11 of the Agreement. No funds would need to be paid to Phillips Edison as the notes are set between the City of Ramsey and Sophia-Ramsey, unless Sophia-Ramsey wishes to provide that gain to the new owners as a Successor.
2. Provide Sophia-Ramsey with payment for 2013 (in the amount of \$5,880) and close the agreement without offering a partial payout for 2014 as requested (\$8,000 for '13 and '14), as the Agreement would be terminated prior to the originally agreed upon date to carry restaurant operations through. A savings of \$5,880 would be realized. A drawback is that the business has met and exceeded all of its obligations. In talking with the restaurant we are comfortable with its continued success and have been informed of no negative projections. The restaurant will continue to operate through the 5th year of the Agreement under Phillips Edison ownership.
3. Accept request of Sophia-Ramsey realizing a savings to the City in the amount of \$3,524.80 per the attached analysis. Please note realization of a built out development and gain to the community and expectation the restaurant will remain active beyond 2014. A potential drawback to this action is if Acapulco fails before October 2014, when the original agreement reaches termination—creating negative press. Staff has conversed with Acapulco restaurant and has been informed business is consistent and going well with no negative forecasting in the foreseeable future.

Funding Source:**Recommendation:**

Pending feedback from the EDA, Staff is recommending action #3 to Council, acceptance of Sophia-Ramsey's request to close out the agreement early. Staff is recommending the EDA recommend action #3 to Council.

Action:

Recommend action #3, acceptance of Sophia-Ramsey's request to terminate the Agreement

Attachments

Sophia-Ramsey Agmt

Analysis of Offer

Form Review

Inbox	Reviewed By	Date
Patrick Brama	Patrick Brama	12/13/2013 03:04 PM
Kurt Ulrich	Kurt Ulrich	12/16/2013 03:38 PM
Patrick Brama	Patrick Brama	12/16/2013 03:55 PM
Kurt Ulrich	Jo Thieling	12/16/2013 04:06 PM
Patrick Brama	Patrick Brama	12/16/2013 04:13 PM
Kurt Ulrich	Kurt Ulrich	12/16/2013 05:52 PM
Form Started By: Ted LaFrance		Started On: 12/11/2013 03:41 PM
Final Approval Date: 12/16/2013		

BUSINESS SUBSIDY AGREEMENT

This Business Subsidy Agreement (this "Agreement") is made as of the 15th day of January, 2010, between the City of Ramsey, Minnesota, a Minnesota municipal corporation (the "Grantor") and Sophia-Ramsey, LLC, a Minnesota limited liability company, (the "Recipient"). In order to satisfy the provisions of Minnesota Statutes, Sections 116J.993 through 166J.995 (the "Act"), the Recipient acknowledges and agrees as follows:

1. Description of the Business Subsidy.

(a) *The Project.* The Recipient will be undertaking the following project within the Grantor's area of operation: The renovation/building improvements of 7900 Sunwood Drive, STE 100-400, Ramsey, MN 55303 and related site improvements in order to establish a restaurant, as defined herein (the "Project").

(b) *Type of Business Subsidy.* The Business Subsidy consists of the following assistance to the Recipient for the Project: Below market, forgivable loan to finance the Sewer Access Charges ("SAC") and Water Access Charges ("WAC") associated with the restaurant build-out for the Project (the "Business Subsidy").

(c) *Amount of the Business Subsidy.* The amount of the Business Subsidy granted to the Recipient under this agreement has a value of \$104,356.00. This is based upon a \$104,356.00 below market loan related to financing the SAC and WAC associated with the restaurant build-out for the Project.

2. **Public Purpose for the Business Subsidy.** The public purpose of this Business Subsidy is to:

(a) To increase the number and diversity of jobs that offer stable employment and attractive wages and benefits.

(b) To enhance and diversify the City's economic base.

(c) To encourage unsubsidized private development.

3. Why the Business Subsidy is needed.

The Business Subsidy is needed because the costs associated with the SAC and WAC for the project make a potential restaurant project economically unfeasible. A lease agreement with a restaurant tenant and the Recipient could not be reached without this Business Subsidy.

4. **Job and Wage Goals for the Business Subsidy.** Recipient agrees to create at least 15 full time equivalent jobs and a wage rate at least equal to or exceeding the rate outlined in the adopted business subsidy policy within two years of the benefit date. Following a public hearing the Grantor may determine that the creation or retention of jobs is not a goal of providing the Business Subsidy and the wage and job goals for the Business Subsidy are then set at zero.

5. Continued Operations. The Recipient agrees to continue the restaurant operations at the location of the Project for at least five years after the Benefit Date. As used herein "Benefit Date" means the date the Business Subsidy is received. The Business Subsidy is for improvements to property, therefore the Benefit Date refers to the earliest of either: when the improvements are finished for the entire Project; or when the Recipient occupies the property.

6. Financial Obligation of the Recipient if Recipient Does Not Fulfill this Agreement. If the Recipient does not fulfill this Agreement, the Recipient will repay all of the Business Subsidy to the Grantor plus interest ("Interest") set at the implicit price deflator defined in Minnesota Statutes, Section 275.70, Subd. 2, accruing from and after the Benefit Date, compounded semiannually. Said repayment will be pursuant to the terms and conditions of Note One.

7. Business Subsidy Contingency. The amount of the Business Subsidy is \$104,356.00 which is the total of the SAC and WAC. As a guarantee for Recipient to fulfill this Agreement, Recipient shall upon execution of this Agreement:

(a) Pay to Grantor \$29,400.00 cash as a payment on the SAC. Said payment shall be made within 15 days of the execution of Note 1 and Note 2. Grantor shall pay the balance of the SAC (\$29,400.00) to the MWCC. Said payment to the MWCC shall not be paid by the Grantor until Grantor has received Recipient's \$29,400.00 payment.

(b) Execute Note One in the principal amount of \$74,956.00. The said \$74,956.00 is the total of the Grantor's \$29,400.00 SAC payment and the City's \$45,556.00 WAC fee.

In order to complete its agreement to provide \$104,356.00 in Business Subsidy, Grantor, as maker, will execute Note Two. Note Two is a promise by Grantor to repay to Recipient the \$29,400.00 cash it paid on the SAC fee. Note Two will be paid over a term of five (5) years at the rate of \$5,880.00/yr, be non-interest bearing and paid only if the Restaurant contingency is satisfied.

8. Reporting Requirements.

(a) The Recipient agrees to furnish to the Grantor on or before March 1 in each year the report required in Section 16J.994, Subd. 7 of the Act on forms developed by the Minnesota Department of Trade and Economic Development (the "Reports").

(b) If the Grantor does not receive the Reports, it will mail the Recipient a warning within one week of the required filing date. If within 14 days of the post marked date of the warning the Reports are not made, the Recipient agrees to pay to the Grantor a penalty of \$100 for each subsequent day until the Reports are filed up to a maximum of \$1,000.

9. Parent Corporation. There is no parent corporation for the Recipient.

10. Other Grantors. The following is a list of all financial assistance to be provided by all grantors for the Project: None.

11. Miscellaneous Provisions. The following miscellaneous provisions are a part of this Agreement.

Amendments. This Agreement, together with any Related Documents, constitutes the entire understanding and agreement of the parties as to the matters set forth in this

Agreement. No alteration of or amendment to this Agreement shall be effective unless given in writing and signed by the party or parties sought to be charged or bound by the alteration or amendment.

Caption Headings. Caption headings in this Agreement are for convenience purposes only and are not to be used to interpret or define the provisions of this Agreement.

Governing Law. This Agreement will be governed by the laws of the State of Minnesota.

Severability. If a court of competent jurisdiction finds any provision of this Agreement to be illegal, invalid, or unenforceable as to any circumstance, that finding shall not make the offending provision illegal, invalid, or unenforceable as to any other circumstance. If feasible, the offending provision shall be considered modified so that it becomes legal, valid and enforceable. If the offending provision cannot be so modified, it shall be considered deleted from this Agreement. Unless otherwise required by law, the illegality, invalidity, or unenforceability of any provision of this Agreement shall not affect the legality, validity or enforceability of any other provision of this Agreements.

Successors and Assigns. All covenants and agreements by or on behalf of Recipient contained in this Agreement or any Related Documents shall bind Recipient's successors and assigns and shall inure to the benefit of Grantor and its successors and assigns. Recipient shall not, however, have the right to assign Recipient's rights under this Agreement or any interest therein, without the prior written consent of Grantor.

Survival of Representations and Warranties. Recipient understands and agrees that in making this Agreement, Grantor is relying on all representations, warranties, and covenants made by Recipient in this Agreement or in any certificate or other instrument delivered by Recipient to Grantor under this Agreement or the Related Documents. Recipient further agrees that regardless of any investigation made by Grantor, all such representations, warranties and covenants will survive the making of this Agreement and delivery to Grantor of the Related Documents, shall be continuing in nature, and shall remain in full force and effect until such time as Recipient's indebtedness shall be paid in full, or until this Agreement shall be terminated in the manner provided herein, whichever is the last to occur.

Time is of the Essence. Time is of the essence in the performance of this Agreement.

12. **Term of Agreement.** This Agreement will be in full force and effect until the earlier of the Recipient meeting all of its obligations hereunder or the provisions of the Act no longer apply to the Grantor, the Recipient or the Project, in which this Agreement will be terminated. The Grantor and Recipient have executed this Agreement as of the date written above.

13. **Definitions.** The following capitalized words have the following meanings when used in this Agreement.

Agreement. The word "Agreement" means this Business Subsidy Agreement as this Business Subsidy Agreement may be amended or modified from time to time, together with all exhibits and schedules attached to this Business Subsidy Agreement from time to time.

Benefit Date. The words "Benefit Date" means the date the Business Subsidy is received.

Business Subsidy. The words "Business Subsidy" mean a below market forgivable loan to finance the SAC and WAC.

Fiscal Year. The words "Fiscal Year" mean October 1 through September 30 of the year referenced.

Grantor. The word "Grantor" means the City of Ramsey, Anoka County, Minnesota, a Minnesota municipal corporation, which City is granting the business subsidy.

Note One. The word "Note One" means the Note executed by Sophia-Ramsey, LLC as maker, in the principal amount of \$74,956.00 dated January 15, 2010, together with all renewals of, extensions of, modifications of, refinancing of, consolidations of, and substitutions for the Note One or credit agreement. The Note One shall have the following terms:

Maker	Sophia-Ramsey, LLC
Lender	City of Ramsey, a Minnesota municipal corporation
Principal Amount	\$74,956.00
Interest Rate	Three percent (3%)
Term	Five (5) Years
Annual Payments	\$16,366.98 due annually each October 1 st commencing with October 1, 2010 and continuing each October 1 st thereafter until October 1, 2014 when all interest and principal shall be due in full.
Balloon Payment	None
Payment in Lieu of Annual Payment	If a Restaurant is operated on the Site for a minimum of seven (7) full months during any Fiscal Year during the Term of Note One, the Lender will credit the principal and interest due on Note One in the amount of \$16,366.98 annually. No such credit will be given after October 1, 2014.

Note Two. The word "Note Two" means the Note executed by the City of Ramsey, a Minnesota municipal corporation as maker, in the principal amount of \$29,400.00 dated January 15, 2010, together with all renewals of, extensions of, modifications of, refinancing of, consolidations of, and substitutions for the Note Two or credit agreement. The Note Two shall have the following terms:

Maker	City of Ramsey, a Minnesota municipal corporation
Lender	Sophia-Ramsey, LLC

Principal Amount	\$29,400.00
Interest Rate	Zero percent (0%)
Term	Five (5) Years
Annual Payments	\$5,880.00 due annually each October 1 st commencing with October 1, 2010 and continuing each October 1 st thereafter until October 1, 2014 when the principal shall be due in full. PROVIDED, HOWEVER, that Maker will not be required to pay any annual payments in the event a Restaurant is NOT operated on the Site for a minimum of seven (7) months during the Fiscal Year. No payments will be required by Maker after October 1, 2014.
Balloon Payment	None

Project. The word "Project" means the renovation/building improvements of 7293 square foot of 7900 Sunwood Drive NW, Suite 100-400, Ramsey, MN which property is located on the following legally described property:

Lot 1, Block 1, Ramsey Town Center 3rd Addition, Anoka County, Minnesota.

Recipient. The word "Recipient" means Sophia-Ramsey, LLC, a Minnesota limited liability company which LLC is receiving the business subsidy granted herein.

Related Documents. The words "Related Documents" mean all promissory notes, credit agreements, loan agreements, and all other instruments, agreements and documents, whether now or hereafter existing, executed in connection with the Loan.

Restaurant. The word "Restaurant" means an eating facility, under the control of a single proprietor or manager, where meals are regularly prepared on the premises, where full waitress/waiter table service is provided, where a customer orders food from printed menus and where the main food course is served and consumed while seated at a single location. To be a restaurant as defined by this term in this Agreement, an establishment shall have a license from the state as required by Minnesota Statutes §157.16, as it may be amended from time to time, and meet the definition of "large establishment" as defined in said Minnesota Statutes §157.16. An establishment which serves prepackaged food that receives heat treatment and is served in the package or frozen pizza that is heated and served, shall not be considered to be a Restaurant for purposes of this Agreement unless it meets the definition of "large establishment". Minnesota Statutes §157.16 is attached hereto as Exhibit A and is incorporated herein as if fully set forth at this point.

Sewer Access Charge. The words "Sewer Access Charge" ("SAC") mean the fee required to be paid to the Metropolitan Waste Control Commission for properties to connect to the Metropolitan Waste Control Commission's public sanitary sewer system. The amount of the SAC for the Project is \$58,800.00.

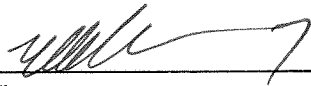
Site. The word "Site" or "the Site" means the property commonly known as 7900 Sunwood Drive NW, Suite 100-400, Ramsey, MN which property is located on the following legally described parcel:

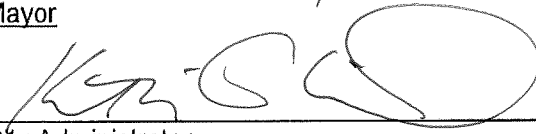
Lot 1, Block 1, Ramsey Town Center 3rd Addition, Anoka County, Minnesota.

Water Access Charge. The words "Water Access Charge" ("WAC") mean the fee required by the City of Ramsey for properties to receive municipal through the said City's municipal water system. The amount of WAC for the Project is \$45,556.00.

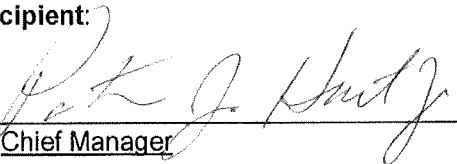
RECIPIENT ACKNOWLEDGES HAVING READ ALL THE PROVISIONS OF THIS BUSINESS SUBSIDY AGREEMENT AND RECIPIENT AGREES TO ITS TERMS. THIS BUSINESS SUBSIDY AGREEMENT IS DATED January 15, 2010.

Grantor:

By 
Its Mayor

By 
Its City Administrator

Recipient:

By 
Its Chief Manager

Sophia Ramsey Business Subsidy Agreement

Request for discounted payoff

TABLE 1: Original Agreement

	Nominal	FV (4% interest added to 2nd Pmt)
Payment 4 (2013)	\$ 5,880.00	\$ 5,880.00
Payment 5 (2014)	\$ 5,880.00	\$ 6,115.20
Value of Payments	\$ 11,760.00	\$ 11,995.20

\$235.20 Interest Gained (opportunity cost)

TABLE 2: Proposed Payoff

Proposed Nominal Cash Flow (1x, \$8,000 payoff)	\$ 8,000.00
Nominal Difference (f/Original Agreement, \$11,760-\$8,000)	\$ 3,760.00

Nominal savings to the City for early payoff

TABLE 3

Nominal Savings Less Discount	
Nominal Savings	\$ 3,760.00
Opportunity Cost	\$ 235.20
NET Savings for City	\$ 3,524.80

Staff Conclusion: the City should accept the proposal; which results in a \$3,524.80 savings

Meeting Date: 12/19/2013

By: Ted LaFrance, Administrative Services

Title:

2014 EDA Work Plan

Purpose/Background:

The objective of this case and conversation is to provide a functional work plan that prioritizes the goals of the EDA for 2014, alongside the vision of the Council. This work plan will guide Staff and EDA through 2014.

Notification:

Observations/Alternatives:

Current priorities, identified and compiled as the 2013 Work Plan, of the EDA/City Council are attached to this case.

In addition to adjusting prioritization of existing priorities, it is Staff's recommendation to add the below priorities to the discussion.

Proposed additional priorities for 2014 (seeking input on importance);

- Support and facilitation of 3 main projects: OMC, 167/47, New Business Park
 - EPA funding for planning/demolition, DEED funding for demolition, DEED infrastructure funding, Met Council infrastructure funding, various programs to move the "big 3".
- Marketing
 - Economic development services presence on website, build out website, consider alternative website options to fit EDO needs, PR at events, materials showcasing strengths, etc. (In conjunction with Council marketing priority)
 - Market properties not a part of Preferred Broker agreement
- Assessment of Community: SWOT, competitive realities, reverse site selection, tools inventory, property inventory
- Resource Guide: all technical and financial resources compiled in one interactive guide; distribute to businesses during BR&E, to lenders, to developers, leads, etc.
- Collaborate with Preferred Broker: work in conjunction to market identified properties, gather/research to remove all unknowns of parcels, collaborate on marketing efforts via web (integration into our site).

Funding Source:

Recommendation:

Provide constructive feedback in re-prioritizing past priorities as well as incorporate the proposed priorities and priorities that may arise through conversation, as the EDA sees fit.

Action:

Attachments

2013 Work Plan

Form Review

Inbox

Patrick Brama
Kurt Ulrich
Form Started By: Ted LaFrance
Final Approval Date: 12/16/2013

Reviewed By

Patrick Brama
Kurt Ulrich

Date

12/13/2013 03:08 PM
12/16/2013 03:42 PM
Started On: 12/13/2013 01:21 PM

Ramsey Economic Development Authority
2013 WORK PLAN

1. FIRST PRIORITY

- A. **Relationship Management & Networking**
Communicate with existing Ramsey businesses through the Ramsey Resident newsletter, Business Network meeting, Business Appreciation Day, and Business Expo.
- B. **Business Retention & Expansion**
Expand, retain and create new employment in the City's existing industrial parks.
- C. **The COR**
Support the work of the Development Management (DM) Team to bring potential developers, retailers and office users to sites in the Center of Ramsey (COR); and provide regular updates about the COR to the EDA.
- D. **Tax Increment Financing**
Request Finance officer to present TIF updates annually.
- E. **Minnesota Commercial Association of Realtors (MNCAR)**
Consider joining MNCAR Exchange. This would provide access to the Exchange's commercial property database and the ability to list Ramsey properties on the Exchange.

2. SECOND PRIORITY

- A. **Transportation**
Continue to promote multiple modes of transportation, including supporting the efforts to obtain funding for the Armstrong Interchange.
- B. **Buxton Study**
Continue to follow-up on the results of the Retail Site Assessment of Ramsey's Customer Profile undertaken by Buxton in 2008.
- C. **167 Ave NW & Trunk Highway 47 Node**
Consider and make recommendations to the City Council regarding the redevelopment of 167 Ave//Hwy 47 commercial node, including potential land acquisition of available property, the design of infrastructure, the potential creation of a TIF District, and the encouragement of residential development to support retail and other commercial ventures.
- D. **Zip Code**
Pursue a separate Zip Code with the U.S. Postal Service for the City of Ramsey.

E. **Marketing**

Develop long-term marketing strategy to improve area businesses and to attract new businesses.

F. **Grocery Store Recruitment**

Actively contact and work with prospects concerning the possibility of a second grocery store for Ramsey.

G. **Bio-Tech Business Incubator**

Consider the feasibility of a Medical-related or Biotech Business incubator in the City of Ramsey. This could include working with Genesis Business Centers, UEL or other entities.

3. THIRD PRIORITY

A. **Village Profile**

Move forward with new Village Profile map of the City of Ramsey.

B. **Al Pearson Land Sale**

Continue to work with Al Pearson regarding the sale of his property north of Hwy 10 and to the west of Puma Street and Legacy Christian Academy.

C. **Transit Improvement Area**

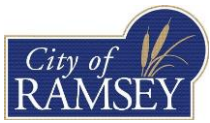
Work with other City Departments to submit an application to DEED to seek the designation of the area near the transit station as a Transit Improvement Area (TIA). Support efforts by EDAM and other statewide organizations to seek funding for Brownfields Redevelopment and for TIA Loan Programs.

D. **New Industrial/Business Park**

Consider the establishment of new industrial/business park in the City of Ramsey. This could include doing a site evaluation of the industrial area south of LCA or south of Highway 10.

E. **Convention & Visitors Bureau (CVB)**

Research and encourage the City to join the Twin Cities Gateway CVB in order to promote the Comfort Suites Hotel and the community's events (e.g. Happy Days and Game Fair) and venues (e.g. Fountains of Ramsey).



Appendix E
Scenario: A New Day (Working Document)



Strategic Imperative I: Financial Stability

Ensure strategic economic development that complements the city's desired quality of life and builds a stable tax base, all while maintaining a low tax levy.

Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
<i>Ensuring financial stability</i>	Finance	Determine adequate balances Develop policy that outlines fund balance minimums per fund Examine sufficient balance of overall rainy day funds to avoid the need to borrow	7/2013	Ongoing	None	None	Diana Lund	<ul style="list-style-type: none"> Retained bond rating of AA+
	Finance	Calculate square footage cost basis for The COR	6/2013	7/2013	None	None	Diana Lund	<ul style="list-style-type: none"> Recouped at least 100 percent of City's net costs
	City Administration/ Department Heads	Evaluate other revenue generating sources: franchise fees, increased permit fees, etc.	2013	2014	None	None	Leadership Team	<ul style="list-style-type: none"> Implemented new revenue sources
	City Administrator/Finance	Evaluate selling city-owned properties	2013	2014	None	None	Kurt Ulrich/Diana	<ul style="list-style-type: none"> Source of one-time monies
Optimizing TIF to support infrastructure improvements	Finance/ED	Conduct a comprehensive study to determine correct size of TIF 14	6/2013	8/2013	\$8,000 TIF 14		Diana Lund/ED	<ul style="list-style-type: none"> Return 10 percent of TIF 14 taxable value to general tax base
	Engineering/ED	Identify needed infrastructure improvements in TIF districts Prioritize needs and establish timeline for completion of improvements	2013	2018	None	None	Bruce Westby/ED	<ul style="list-style-type: none"> Completed infrastructure improvements in TIF districts

Strategic Imperative I: Financial Stability (Continued)

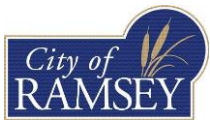
Ensure strategic economic development that complements the city's desired quality of life and builds a stable tax base, all while maintaining a low tax levy.

Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
<i>Increasing economic growth</i>	ED/Engineering	Develop a well-designed marketing and sales plan for city's development opportunities (commercial/industrial) Develop/refine City promotional materials to attract economic growth e.g., Fact Sheets for marketable City-owned land	10/2013	4/2014	None	None	ED/Bruce Westby	<ul style="list-style-type: none"> Launched a successful marketing plan that informs businesses, developers and real estate brokers that the City is Open For Business – It is a <i>New Day and a New Beginning</i> Achieved X number of jobs, private capital investment, and sold X acres in 2015
	Administration	Approve exit strategy for COR	4/2013	7/2013	None	None	Kurt Ulrich	<ul style="list-style-type: none"> Selected course of action
<i>Maximizing land use</i>	CD	Determine appropriate land uses and development opportunities for property including but not limited to the following: <ul style="list-style-type: none"> ➤ Industrial Park development ➤ 167th commercial node ➤ Sunfish Lake Blvd/ Sunwood Drive commercial node ➤ Legacy/Hageman site ➤ West of Armstrong area ➤ Former municipal center ➤ Pearson property south of 10 ➤ River's Bend site ➤ 181st and Bagh/Armstrong Blvd 	2013	2013	Can accomplish if new staff is hired	None	Tim Gladhill	<ul style="list-style-type: none"> Finalized development options
	CD	Identify roadmap for future development	1/2015	12/2018	\$20,000 (General Funds)	None	Tim Gladhill	<ul style="list-style-type: none"> Adopted Comprehensive Plan Update by City Council and approved by Metropolitan Council
	CD	Secure funding to achieve land use vision and goals	1/ 2013	Ongoing	Can accomplish if new staff is hired	None	Tim Gladhill	<ul style="list-style-type: none"> Secured at least one Community Development Block Grant (CDBG) grant annually Secured at least one Livable Communities Act (LCA) grant annually

Strategic Imperative I: Financial Stability (Continued)

Ensure strategic economic development that complements the city's desired quality of life and builds a stable tax base, all while maintaining a low tax levy.

Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
<i>Enhancing infrastructure development to meet city's growth</i>	PW/Engineering	Secure Bury Carlson property for future PW site	2013	2013	None	None	PW/Engineering	<ul style="list-style-type: none"> City Council dedicates this property for future PW site
	PW/Engineering	Conduct preliminary space study and design for PW facility	2015	2016	\$20,000 (General Funds)		PW/Engineering	<ul style="list-style-type: none"> Plan for new PW facility
	PW/Engineering	Work for a regional solution for a water treatment plant	2013	2014	State and regional funding	Design of future treatment plant	PW/Engineering	<ul style="list-style-type: none"> Commitment to a regional solution for long-term water supply
	Engineering/Finance	Conduct a revised water study based on regional feasibility	2015	2015	\$12,500 (Enterprise Fund)	Consultant	Engineering	<ul style="list-style-type: none"> Achieved a stable long-term water supply at reasonable rates
	Fire/Finance	Determine cost and funding mechanism for new fire station (if station #2 is relocated)	4/2013	2014	\$2.5 M (CIP – General Obligation Bond)	Architectural Plan	Dean Kapler/Diana Lund	<ul style="list-style-type: none"> Built new fire station
	Engineering/CD	Work with Anoka County (Joint Powers Agreement) regarding Alternative Urban Area Review (AUAR) improvements	6/2013	12/2013	None	None	Bruce Westby	<ul style="list-style-type: none"> Approved AUAR road improvement schedule



Appendix E

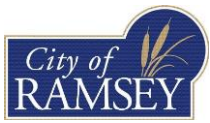
Scenario: A New Day (Working Document)



Strategic Imperative II: A Connected Community

Ensure that the city is a connected city that is part of a comprehensive regional transportation system that enables all citizens to easily navigate the community and attracts business development.

Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
<i>Enhancing the State, County and City's transportation system</i>	CD/Engineering/Finance	Analyze Right-of-Way Acquisition Loan Fund (RALF) program Work with MNDOT on status	2013	2013	None	None	Bruce Westby	<ul style="list-style-type: none"> MNDOT continues RALF program
	PW/Engineering	Develop and implement a long-term road maintenance plan/policy	2013	Ongoing	\$808,500 (General Fund) \$2,191,500 annually (New revenue - use of other funding sources) 1 FTE Engineering Technician	None	Grant Riemer/Bruce Westby	<ul style="list-style-type: none"> Approved maintenance policy Maintain street pavement rating to 7 to 10+
	Finance/Engineering	Conduct analysis of funding for road construction and explore financing mechanisms Update/amend Charter	4/2013	12/2013	Can accomplish if new staff is hired	None	Diana Lund/Bruce Westby	<ul style="list-style-type: none"> Approved dedicated financing mechanism that supports improvements
	City Administration/Engineering/Finance	Determine funding partners and city's contribution and source to construct Armstrong Interchange	2013	TBD	None	TBD	Kurt Ulrich	<ul style="list-style-type: none"> Secure funding for Armstrong Interchange
Enhancing trail way system	PW/Parks	Expand Mississippi River Trail (MRT)	2015	2017	Build alliance with Kelly Farm (Grant Funding)	Letters of support for legislators	Mark Riverblood	<ul style="list-style-type: none"> Achieved grant funding Expanded MRT by 1.5 miles



Appendix E
Scenario: A New Day (Working Document)



Strategic Imperative III: Smart, Citizen-Focused Government

Continue the delivery of quality services to ensure the city will have safe and thriving neighborhoods and business districts, and a clean environment.

Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
<i>Ensuring quality services based on customer requirements</i>	City Administration	Develop a plan for increased citizen engagement by monitoring inquiries/utilities consumption	2013	Ongoing	Can accomplish if new staff is hired	Enhance CRM tool/website	Kurt Ulrich	<ul style="list-style-type: none"> Achieved X percent increase in suggestions from citizens
	PW	Purchase additional snow removal equipment	2013	2015	\$180,000 (CIP)		Grant Riemer	<ul style="list-style-type: none"> Provided snow removal services within 8 hours
	PW/Utilities	Upgrade and replace 1- ton pickup for daily operations and lift station maintenance Expand staffing	2013 2014	2015 Ongoing	\$6,000 upgrade (Enterprise Funds) 1 FTE PW/Park Maintenance	Truck	Grant Riemer	<ul style="list-style-type: none"> Maintain level of service
	HR/Police	Review employment of the "Code Enforcement Intern"	2014	Ongoing	1 Seasonal Intern (General Funds)	None	Colleen Lasher/Jim Way	<ul style="list-style-type: none"> Achieved reporting time within 14 days
								<ul style="list-style-type: none">
<i>Ensuring a safe city</i>	Police	Place cameras at locations around city/parks	2014	2014 - ongoing	\$25,000 (General Funds)	Cameras	Jim Way	<ul style="list-style-type: none"> 10% decrease in number of vandalisms
	Police	Conduct on-site visits/surveys of businesses	2013	2013	None	Survey	Jim Way/Police Staff	<ul style="list-style-type: none"> Achieve 100 percent business participation in business outreach program
	Police	Publish public notifications of crime	2013	Ongoing	None	None	Jim Way	<ul style="list-style-type: none"> Enhanced awareness of citizens
	Police	Restore Police Force	2014	2014	Add one FTE, Officer (General Funds)	None	Jim Way	<ul style="list-style-type: none"> Expanded police coverage
	Police	Expand Police Force by assigning an officer on the Drug Task Force	2015	Ongoing	Add one FTE, Officer (General Funds)	None	Jim Way	<ul style="list-style-type: none"> Increased levels of drug arrests in community by X percent
	Department Heads	Investigate the use of all employees as "Roger Ramsey" "community watchers"	2014	Ongoing	Can accomplish if new staff is hired	TBD/Badges	Department Heads	<ul style="list-style-type: none"> Increased team approach to identifying issues and opportunities

Three - Year Strategic Action Plan

Strategic Imperative III: Smart, Citizen-Focused Government (Continued)

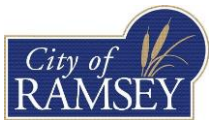
Continue the delivery of quality services to ensure the city will have safe and thriving neighborhoods and business districts, and a clean environment.

Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
<i>Expanding shared services</i>	Fire/City Administration/Finance	Conduct a detailed feasibility study of joining fire services across community lines	10/2011	2013	Participation by other communities	None	Dean Kapler/Kurt Ulrich	<ul style="list-style-type: none"> Completed study with recommendation
	Fire	Research opportunities for sharing costs for required training	2013	Ongoing	Participation by other communities	TBD	Dean Kapler	<ul style="list-style-type: none"> Completed cost comparison with recommendation including quality of training rating
<i>Improving safety and quality of housing stock</i>	CD	Adopt Housing Assistance Policy	3/2013	2013	None	None	Tim Gladhill	<ul style="list-style-type: none"> Implemented Housing Assistance Policy
	CD	Determine if Rental Licensing Program should be expanded	2014	2014	.5 FTE Building Inspection Intern/Technician (General Funds)	None	Tim Gladhill	<ul style="list-style-type: none"> Adopted Rental Licensing Program Amendment – City Council
<i>Enhancing recreational and cultural opportunities</i>	PW/Parks	Examine/study need for comprehensive community and recreational programming	2015	2017	Can accomplish if new staff is hired	None	Mark Riverblood	<ul style="list-style-type: none"> Completed survey
	PW/Parks	Build with Anoka Technical College/Hennepin College as an in-service work site for outdoor landscape programs	2014	Ongoing	.5 FTE Intern (General Funds)	None	Mark Riverblood	<ul style="list-style-type: none"> Enhanced landscaping
	PW/Parks	Examine/study to establish a nonprofit Friends of Ramsey Parks to raise private funds	2015	Ongoing	Can accomplish if new staff is hired	None	Mark Riverblood	<ul style="list-style-type: none"> Achieved private fundraising to enhance City's parks

Strategic Imperative III: Smart, Citizen-Focused Government (Continued)

Continue the delivery of quality services to ensure the city will have safe and thriving neighborhoods and business districts, and a clean environment.

Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
<i>Enhancing recreational and cultural opportunities</i>	CD	Identify potential for future indoor community/recreational center	1/2015	1/2018	Can accomplish if new staff is hired	None	Tim Gladhill	<ul style="list-style-type: none"> Agreed to preferred business model (location and amenities) for future approval by City Council
	PW/Parks	Develop a plan for Public Art at Northstar Rail Station	2013	2014	Can accomplish if new staff is hired	Engage artist to develop schematic design	PW/Parks	<ul style="list-style-type: none"> Partner with Metro Transit (Met Council) Secured Legacy/other non-city funding
	Finance/PW/Parks	Conduct a cost/benefit analysis of community programs	2013	2013	None	None	Diana Lund	<ul style="list-style-type: none"> Allocation of dollars in line with Council's priorities
<i>Building and expanding community connections</i>	City Administration	Evaluate and develop a "Get Healthy" program	2015	2015	Can accomplish if new staff is hired (Grant Funds)	Mailings	Kurt Ulrich	<ul style="list-style-type: none"> Secured grant funding Achieved 1,000 citizens participating in program
<i>Enhancing the election experience</i>	City Clerk	Utilize certified Election Judges for assistance with pre-election tasks and with in-person absentee voting	Date dependent on primary election	Ongoing	Can accomplish if new staff is hired	Election Budget	Jo Thieling	<ul style="list-style-type: none"> Enhanced use of City's staffing time Provided updated election information by certified Election Judges



Appendix E
Scenario: A New Day (Working Document)



Strategic Imperative IV: An Effective Organization

Maintain a highly functional staff, citizen volunteers, and elected officials and governance structure that meet the ever-changing, increasing needs of the organization.

Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
<i>Enhancing governance structure</i>	City Administration/ City Council/ Charter Commission	Modify the authority of the City Administrator	6/2013	12/2013	Council/Commissions Time	None	Kurt Ulrich/Colleen Lasher/Jo Thieling	<ul style="list-style-type: none"> Centered responsibility and accountability of City's performance with one person Achieved significant savings by reducing the number of Personnel Committee meetings and Council agenda items
	City Administration /City Council	Dissolve HRA	2013	2013	None	None	Kurt Ulrich/City Council	<ul style="list-style-type: none"> Reduced redundancy, administrative work, and time Decreased stipend expenses by X percent

Strategic Imperative IV: An Effective Organization (Continued)

Maintain a highly functional staff, citizen volunteers, and elected officials and governance structure that meet the increasingly ever-changing needs of the organization.

Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
<i>Enhancing organizational structure</i>	City Administration	Review organizational structure for efficiency and effectiveness (reporting, grouping like work groups, etc.)	2014	2015	.5 FTE Administrative Intern Can accomplish if new staff is hired	None	Kurt Ulrich/Colleen Lasher	<ul style="list-style-type: none"> Develop a three year staffing projection Established highly-functioning and sustainable organizational structure
	City Administration/Human Resources	Reclassification of jobs	2013	Ongoing	\$16,968 – 2014, \$28,863-2015 (General Fund)	None	Kurt Ulrich/Colleen Lasher	<ul style="list-style-type: none"> Retained employees
	Administrative Services/Department Heads	Update key human resource tools- job descriptions (basis for employee performance and pay strategy) and development plans Update and distribute Personnel Policy; ensure Personnel Policy mirrors labor agreements	7/2013	2/2014	Can accomplish if new staff is hired	League of Minnesota Cities template Job Description/development plan templates	Colleen Lasher/Department Heads	<ul style="list-style-type: none"> 100 percent updated job descriptions Updated Personnel Policy Enhanced clarity and transparency among staff
	Administrative Services/Department Heads	Develop a cross-training, succession planning, 3 Deep strategy	2014	2014	Can accomplish if new staff is hired	TBD	Colleen Lasher/Department Heads	<ul style="list-style-type: none"> A plan to increase bench strength
	Administrative Services/Department Heads	Develop and implement a supervisor training program	2014	2014	\$5,000 Training (General Fund)	None	Colleen Lasher/Department Heads	<ul style="list-style-type: none"> 100% trained supervisors
	Administrative Services/Department Heads	Evaluate performance management HRIS systems	12/2013	2/2014	Can accomplish if new staff is hired	Manager & Supervisor Training	Colleen Lasher/Department Heads	<ul style="list-style-type: none"> Adopted up-to-date HR security and tracking

Three - Year Strategic Action Plan

Appendix E
Scenario: A New Day (Working Document)

Strategic Imperative IV: An Effective Organization (Continued)

Maintain a highly functional staff, citizen volunteers, and elected officials and governance structure that meet the ever-changing, increasing needs of the organization.

Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
<i>Creating a high-performance work environment and workforce</i>	City Administration	Conduct meetings regarding the new strategic framework, strategic imperatives, and goals (All Staff and All Commissions)	5/2013	7/2013	None	None	Kurt Ulrich	<ul style="list-style-type: none"> Achieve buy-in of Three-Year Strategic Action Plan
	City Administration	Publish and promote the approved Three - Year Strategic Action Plan	5/2013	Ongoing	None	None	Kurt Ulrich	<ul style="list-style-type: none"> Informed community
	City Administration	Write newsletter/blog focused on new strategic direction (e.g., Kurt's Korner)	2014	Six times annually	Can accomplish if new staff is hired	None	Kurt Ulrich	<ul style="list-style-type: none"> Enhanced contact six times a year
	City Administration	Establish and hold accountable department heads for agreed-to measureable goals	6/2013	Annually	None	None	Kurt Ulrich	<ul style="list-style-type: none"> Conducted performance reviews based on achieving department goals
	City Administration	Enhance engagement with staff by -implementing revised management/staff "Koffee with Kurt" - conducting regular department meetings - resume informal all staff quarterly meetings (2 appreciation meetings/2 regular meetings	2014	Depending on type of meeting	None	None	Kurt Ulrich	<ul style="list-style-type: none"> Increased X percent of employee participation Increased visibility of City Administrator/Leadership Team Enhanced trust Achieved "buy-i

Strategic Imperative IV: An Effective Organization (Continued)

Maintain a highly functional staff, citizen volunteers, and elected officials and governance structure that meet the increasingly ever-changing needs of the organization.

Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
<i>Creating a high-performance work environment and workforce (cont'd)</i>	City Administration	Design and implement a "Team Awards" program	2015	Annually	Can accomplish if new staff is hired	Awards	Kurt Ulrich	<ul style="list-style-type: none"> Rewarded X number of teams annually
	City Administration	Conduct an annual employee survey; analyze results from previous years	12/2013	Annually	None	Survey	Kurt Ulrich	<ul style="list-style-type: none"> Achieved 100 percent participation rate
	Human Resources/City Clerk	Provide overall administrative services Provide back up for two key areas of work Supports City Council requests and outreach	2014	Ongoing	1 FTE Administrative Assistant	None	Colleen Lasher/Jo Thieling	<ul style="list-style-type: none"> Services being provided at the appropriate job level
	Finance	Provide application and Desk Top support	2014	Ongoing	.5 FTE IT Tech	None	Diana Lund	<ul style="list-style-type: none"> Timely IT support
	Department Heads	Evaluate the selection, management, and performance of 'outsourcing' key functions	2014	2014	Can accomplish if new staff is hired	None	Colleen Lasher/Department Heads	<ul style="list-style-type: none"> Efficient use of staffing strategies
	City Administration/Department Heads	Develop and implement a regular citizen survey	2014	Ongoing	\$7,500 professional survey study	Balanced Scorecard	Kurt Ulrich	<ul style="list-style-type: none"> Collect metric feedback for approved Balanced Scorecard
<i>Maximizing consultants' accountability</i>	Department Heads	Fully vet proposals for services Review and approve work product prior to authorizing payment Conduct a 'lessons learned' session after each major contract	2013	Ongoing	Can accomplish if new staff is hired	None	Department	<ul style="list-style-type: none"> Reduced or eliminated change orders on consultants contracts/ construction contracts Implemented Lessons Learned

Three - Year Strategic Action Plan

Strategic Imperative IV: An Effective Organization (Continued)

Maintain a highly functional staff, citizen volunteers, and elected officials and governance structure that meet the ever-changing, increasing needs of the organization.

Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
<i>Streamlining internal processes</i>	ED/CD	Design a seamless development process	6/2013	2014	.50 FTE Planning Intern (General Funds)	TBD	ED/Tim Gladhill	<ul style="list-style-type: none"> Implemented a seamless development process driven by customer requirements
	CD	Streamline a centralized permitting center Implement ePermit system and file system library procedure	1/2013	2014	1 FTE Building Official (\$2,000 net costs from General Funds) (General Funds) (Costs are offset by current contractor \$)	Software	Tim Gladhill	<ul style="list-style-type: none"> Implemented a highly efficient/effective permitting process with metrics
	Department Heads	Train staff on process design/redesign of work processes	2015	2015	\$10,000/Consultant	Process Design Handbook	Kurt Ulrich	<ul style="list-style-type: none"> Acquired internal knowledge and ability to redesign work processes
	CD/City Clerk/Fire/Police	Study and develop a centralized licensing center	2015	2015	Can accomplish if new staff is hired	TBD	Tim Gladhill/Jo Thieling	<ul style="list-style-type: none"> Implemented a highly efficient/effective licensing process with metrics
	Department Heads	Maximize meeting effectiveness by developing an agenda template that includes purpose, timeframes, responsible parties, and outcomes	4/2013	Ongoing	None	Meeting Template	Kurt Ulrich/Department Heads	<ul style="list-style-type: none"> Conducted highly effective and efficient meetings
	Department Heads	Increase safety operations by reviewing safety policies and resuming Safety Committee meetings Resume Labor Management Committee meetings twice a year	6/2013	Ongoing	None	None	Colleen Lasher	<ul style="list-style-type: none"> Streamlined safety policies Decreased work accidents by X percent
	Administrative Services/City Clerk/HR	Determine Personnel Committee related work processes that need to be redesigned	6/2013	12/2013	None	None	Jo Thieling Colleen Lasher	<ul style="list-style-type: none"> Enhanced HR processes Achieved time savings of Mayor/City Council Achieved X percent of cost savings

Strategic Imperative IV: An Effective Organization (Continued)

Maintain a highly functional staff, citizen volunteers, and elected officials and governance structure that meet the ever-changing, increasing needs of the organization.

Strategic Initiative	Department	Tactics	Initiation Date	Completion Date	Additional Resources Required	Additional Tools Required	Responsible Party	Key Outcome Indicators/Metrics
<i>Enhancing internal/external communications</i>	City Administration/City Clerk/Administrative Services	Employ communications services	2014	Ongoing	\$50,000 contract or 1 FTE (General Funds)	Study	Kurt Ulrich/Colleen Lasher/Jo Thieling	<ul style="list-style-type: none"> Enhanced internal/external communications
	City Administration/Department Heads	Develop a communications plan ensuring key messages and information is aligned with city's strategic framework	2014	Ongoing	Can accomplish if staff is hired or work is contracted	None	Kurt Ulrich/Colleen Lasher/Jo Thieling	<ul style="list-style-type: none"> Highly informed community

Economic Development Authority (EDA)

5. 1.

Meeting Date: 12/19/2013

By: Ted LaFrance, Administrative Services

Title:

General Updates

Purpose/Background:

These updates provide information for EDA Members to comment and provide insight on. Updates do not require action by the EDA.

Notification:

Observations/Alternatives:

Please see the attached document highlighting all general updates.

Funding Source:

Recommendation:

Action:

Attachments

CBRE Proposal

167 Stmt of Goals

Sophia-Ramsey Agreement

Updates

Form Review

Inbox	Reviewed By	Date
Patrick Brama	Patrick Brama	12/13/2013 03:02 PM
Patrick Brama	Patrick Brama	12/16/2013 11:19 AM
Kurt Ulrich	Kurt Ulrich	12/16/2013 03:40 PM
Form Started By: Ted LaFrance		Started On: 12/11/2013 12:33 PM
Final Approval Date: 12/16/2013		

MARKETING PROPOSAL FOR 70 PARCELS OF LAND IN RAMSEY, MN



for

NOVEMBER 27, 2013

:: **Richard Palmiter** :: **Brian Pankratz**
Vice President Vice President
+1 952 924 4603 +1 952 924 4665

4400 West 78th Street, Suite 200
Minneapolis, MN 55435

CBRE

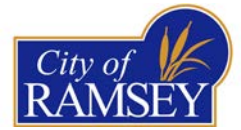


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Disclaimer

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COVER LETTER

Richard Palmiter
Vice President
Recover and Restructuring Services

CBRE, Inc.
Land Services

November 27, 2013

Kurt Ulrich
City Administrator
City of Ramsey
7550 Sunwood Drive NW
Ramsey, Minnesota 55303

Dear Mr. Ulrich:

CBRE is pleased to present this proposal for real estate marketing and brokerage services to the City of Ramsey.

CBRE enjoys many competitive advantages: our people, culture, unparalleled ability to deliver best-in-class solutions for clients globally and our brand. Our mission is to deliver superior results for stakeholders by collaborating across markets and service lines within CBRE; thinking innovatively, but acting practically; and always putting the client's needs first. Our many additional service lines as well as internal research and marketing departments, can be tapped into any time to offer additional perspective to unique conditions.

Our firm would provide brokerage services that include collecting property data/diligence, seeking appropriate end users, preparing and presenting sale proposals, and working through the proper entitlement processes and the officials necessary to complete the transactions.

Time and again, in unpredictable markets, the professionals of CBRE deliver superior results for clients, staying true to our values of respect, integrity, service and excellence. It is through hard work and daily commitment to quality that has made CBRE the industry leader.

If you have any questions or if you would like to further discuss, please contact:

A handwritten signature in black ink that reads "Richard C. Palmiter".

Richard Palmiter

cc: Patrick Brama
Tim Gladhill

CBRE

4400 West 78th Street
Suite 200
Bloomington, MN 55435

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www.cbre.com/lsgminneapolis

BACKGROUND - Services & Capabilities

GENERAL DESCRIPTION OF FIRM

CBRE Global Overview

CBRE Group, Inc. (NYSE:CBG), a publicly traded Fortune 500 and S&P 500 company headquartered in Los Angeles, is the world's largest commercial real estate services and investment firm. The company has approximately 37,000 employees, and serves real estate owners, investors and occupiers through more than 300 offices worldwide. For the third consecutive year, CBRE, Inc. was the highest-ranked commercial real estate services and investment company in Fortune's annual Most Admired Companies – a testament to the organization's strong performance and consistency in the areas of service quality, innovation, leadership and consideration of Green and LEED initiatives, and social responsibility.

Minneapolis/St. Paul Overview

CBRE began operations in the Minneapolis/St. Paul area in 1974, with over 80 licensed real estate professionals and 70 marketing and brokerage support professionals. CBRE offers strategic advice and execution for property sales and leasing; corporate services; property, facilities and project management; mortgage banking; appraisal and valuation; development services; investment management; and research and consulting. Whether it is a local, national or global assignment, CBRE applies insight, experience, intelligence and resources to help clients make informed real estate decisions.

907

EMPLOYEES

2012 MINNEAPOLIS CBRE TRANSACTIONS

Total Volume of Business
CBRE Minneapolis/St. Paul
Consideration of all Sales and Leasing Deals
(in billions)

2010	2011	2012
\$1.5B	\$2.5B	\$1.8B

26,714,301

TOTAL SF

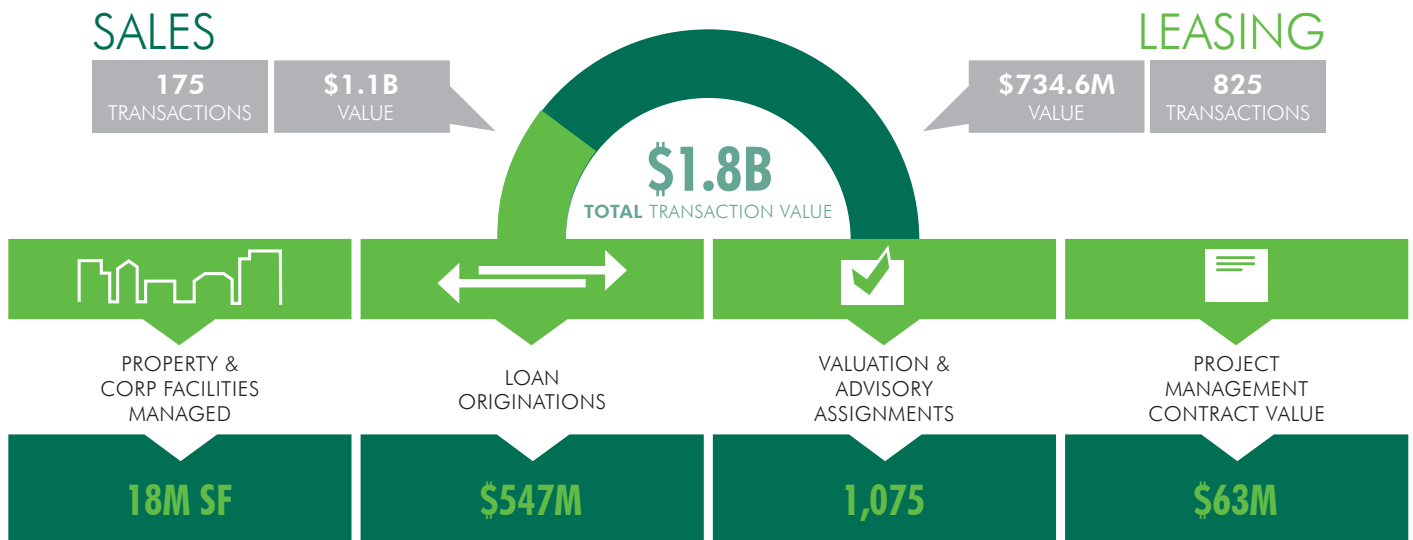
12,867,310

SALES SF

13,346,991

LEASING SF

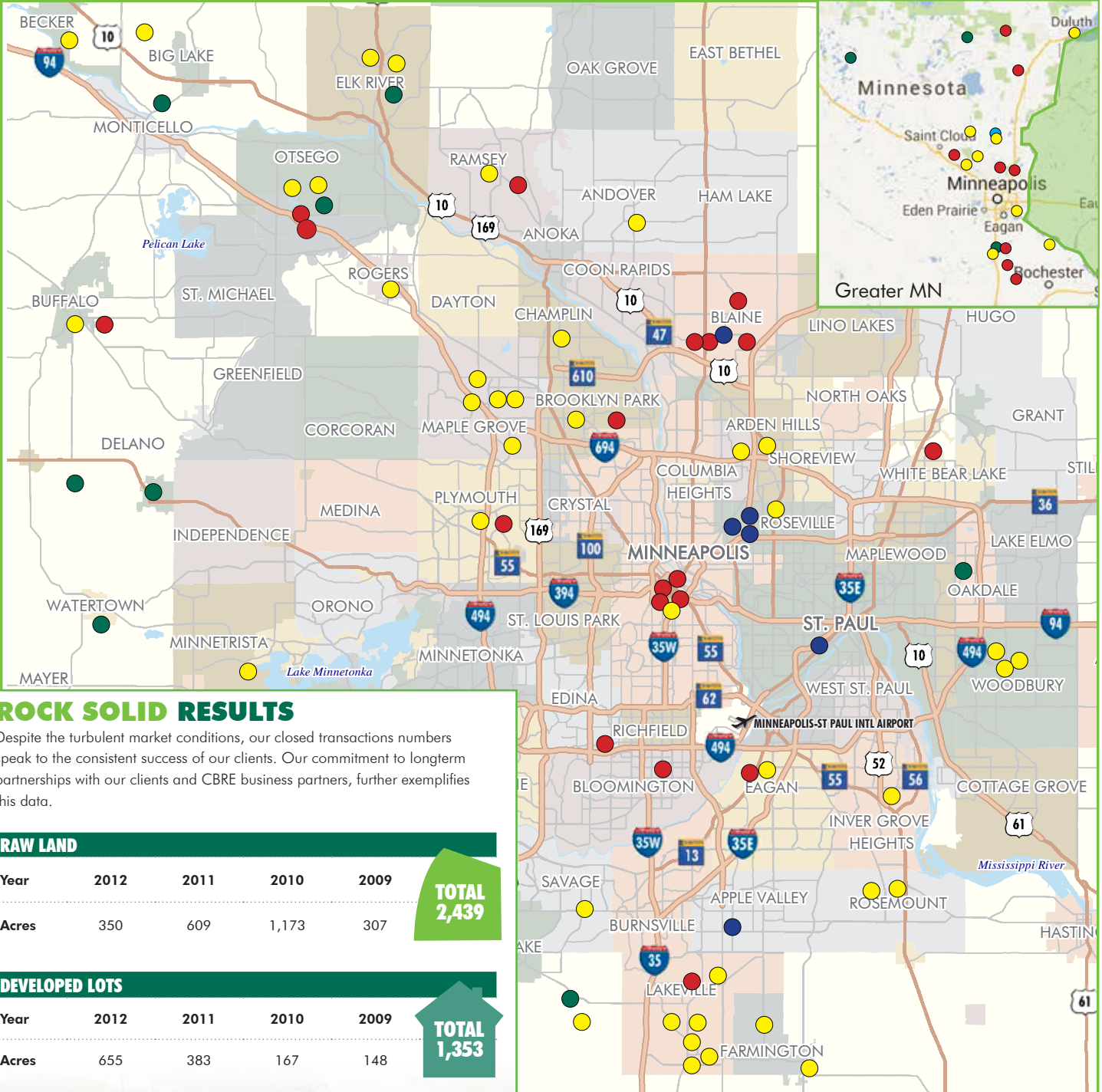
CBRE's capabilities extend broader and deeper than any other real estate services provider, offering unparalleled tools and resources, leverage, credibility, market coverage and local expertise.



BACKGROUND - Services & Capabilities

160 DEALS CLOSED SINCE 2009

LAND SERVICES GROUP TRANSACTIONS



ROCK SOLID RESULTS

Despite the turbulent market conditions, our closed transactions numbers speak to the consistent success of our clients. Our commitment to longterm partnerships with our clients and CBRE business partners, further exemplifies this data.

RAW LAND

Year	2012	2011	2010	2009	TOTAL 2,439
Acres	350	609	1,173	307	

DEVELOPED LOTS

Year	2012	2011	2010	2009	TOTAL 1,353
Acres	655	383	167	148	

TOTAL VALUE

Year	2012	2011	2010	2009	TOTAL \$149.8M
Value	\$36.7M	\$43.9M	\$34.5M	\$34.7M	

- Commercial & Office
- Industrial
- Agricultural
- Residential

BACKGROUND - Services & Capabilities - Market Research

CBRE’s internal Research Group is charged with tracking the Minneapolis/St. Paul real estate market while providing superior customer service and market leading information. CBRE has invested heavily in proprietary technology, corporate partnerships, marketing and production initiatives, as well as personnel to build the most comprehensive department in the industry. Our local research team is well equipped to support the needs of clients and brokers and works in conjunction with local marketing professionals, mapping specialists, and vendors to ensure the highest quality of data and research is available.

CBRE LOCATION ANALYTICS & MAPPING



CBRE’s internal resource providing mapping services across all business lines. In addition to custom maps, we maintain proprietary online mapping and demographic data applications which are available to U.S. CBRE employees.

CBRE MAPPING & DEMOGRAPHIC CAPABILITIES

- ⌘ Demographics
- ⌘ Drive time
- ⌘ Amenities/competition
- ⌘ Employee location
- ⌘ Advanced site location analysis
- ⌘ National/international
- ⌘ Market share
- ⌘ Gap Analysis

Demographic Report
Anoka County

Category	Value
Population	142,264
Household	58,282
Median Household Income	\$62,800
Median Age	37.2
White	78.1%
Black	1.2%
Hispanic	1.2%
Asian	1.2%
Other	1.2%

Full demographic report highlights population, household, income, age, ethnicity, and more...

Retail Opportunity Gap Report (Store Type)
Anoka County

Store Type	Supply	Demand	Gap
Food & Beverage	100	100	0
Retail	100	100	0
Service	100	100	0
Health & Wellness	100	100	0
Education	100	100	0
Professional	100	100	0
Government	100	100	0
Non-Profit	100	100	0
Other	100	100	0

Shows total retail sales (supply) along with total retail expenditures (demand), where then the retail trade gap can be derived.

BACKGROUND - Services & Capabilities - Case Studies

The following case studies provide a concise description of relevant work experience including project description, cost, length of time involved and specific responsibilities.



Challenge

CBRE The CBRE Land Services Group was asked to represent Paragon Outlet Partners in search of a feasible site for a new commercial outlet mall in the Twin Cities area. The parameters of this task included a high visibility location with good accessibility, a significant amount of acreage, and the desire to be located close to the 494/694 interstate loop.

Solutions

In reviewing the sites throughout the Twin Cities with the CBRE team, Paragon focused on the Eagan property as its preferred location due its proximity to Mall of America, strength of the demographics, and visibility to Highway 77 and 13. Paragon used CBRE to assist in coordinating the right legal, engineering, and political consultants to help move the City entitlements through the process.

Results

Paragon Outlets successfully closed on the property in April 2013 and will start the ground up development of the 440,000 square foot outlet mall this summer. The uniqueness of this site so close to the core of the Twin Cities including the Mall of America, with the outstanding architectural design and inviting spaces will play a key role in creating an attractive, new destination.

Eagan Outlets

Quick Facts:

- 29 acre, ground up development off Highways 77 and 13
- 40,000 SF outlet mall – 100 stores
- Future home of Saks Fifth Avenue OFF 5th
- Former Cedarvale shopping mall



Challenge

CBRE Land Services Group was hired by two financial institutions to market and sell vacant developed single-family residential lots in the Interlaken neighborhood in Waconia, MN. In order to market the lots, development issues with the City needed to be resolved.

Solutions

Working with our clients, CBRE negotiated with the City an amendment to the development agreement allowing for completion of the remaining sited development work.

Results

By eliminating outstanding issues, CBRE was able to market the properties to interested parties, narrowing down to a single buyer.

Interlaken

Quick Facts:

- 47 Lots total
- 2 separate owners



Challenge

The CBRE Land Services Team was engaged by the Ford Motor Company to prepare a Broker's Opinion of Value for the Twin Cities Plant located in St. Paul, Minnesota. The property consisted of an active truck assembly plant and hydroelectric power plant. The assembly plant dates back to 1923, with many additions and modifications made over the years.

Results

CBRE has been retained by Ford to market the property.

Ford

Quick Facts:

- Industrial redevelopment project
- Consulting scope of work
- 125 acres
- Completion: 01/08



Challenge

CBRE Land Services Group was engaged by a large national financial institution to value a vacant 81-acre site in Lakeville and was ultimately selected to market the property for sale.

Solutions

The team worked with the seller to create value by renewing existing entitlements for 149 single-family lots and exposing the site to the market, creating over seven offers, including several national homebuilders.

Results

CBRE and the seller worked together to identify the best buyer based on timing and ability to close. Lennar Homes was ultimately selected and closed in June 2012.

Tullamore

Quick Facts:

- Entitled 81-acre site for 149 single-family lots
- Sold in June 2012

BACKGROUND - Services & Capabilities - Case Studies



Challenge

In December 2011 CBRE Land Services Group was contacted by a receiver working on behalf of three large financial institutions that were in the process of foreclosing on Rottlund Homes, which had 10 developments in different stages of development. Within weeks of being contacted, the team had toured, valued and presented a detailed marketing package to the receiver. Part of the challenge was to bring the seller up to date on current market conditions.

Solutions

In reviewing and understanding each development during the pitch process, CBRE, when selected as representative for the portfolio, was able to bring the assets to market quickly in March 2012. The ten developments were marketed individually and as a portfolio to investors, builders and developers.

Results

CBRE was able to sell nine of the ten developments as instructed by year end 2012, with the remaining asset closing in first quarter of 2013. The final sales prices exceeded the pricing set by the receiver.

Community Name	City	Size
Wildflower Meadows	Otsego	2 acres, MF
The Reserve	Plymouth	5.49 acres
Victor Gardens	Hugo	7 acres
The Lakes	Blaine	39 developed townhome lots
Arbor Crest	Inver Grove Heights	5.79 acres
Ridgewood	Savage	12 developed townhome lots
Inspiration	Bayport	17 SF lots
High Grove	Maple Grove	29 SF lots, 23.43 acres of high density
Harmony	Rosemount	19 SF lots; 59 developed MF lots; 108 undeveloped MF lots
Club West	Blaine	28 undeveloped townhome lots

Rottlund Portfolio

Quick Facts:

- 10 foreclosed developments located in different cities
- 9 developments sold by year end
- Sales prices exceeded those set by the receiver



Challenge

The CBRE Land Services Group was engaged by one of the world’s largest financial institutions in July 2010 to market and sell a full city block in the Minneapolis CBD. The property had some stigma as a failed high rise condo development but in creating a new story about the site CBRE was able to create demand for the property. One part of this was identifying the market conditions improving for market rate apartments in the Twin Cities. CBRE was able to attract a lot of attention for redevelopment in a time period where new construction was out of the question.

Solutions

The CBRE Land Services Team created a wide reaching marketing approach to apartment developers, retail developers, office users, municipal users, brokers, and investors. In exposing the property from Day 1, CBRE attracted the attention of multiple developers and users who conducted over 25 property tours that attracted 10 Letters of Intent.

Results

In marketing the property and working with the seller to determine the most capable buyer CBRE helped to identify Ryan Companies and their partners as the most likely buyer to perform within the identified time lines. Ryan Companies successfully closed on the property in February 2012 and will redevelop the site into a 38,000 SF Whole Foods and 286 luxury apartments.

222 Hennepin

Quick Facts:

- Full city block in Minneapolis CBD
- Strong interest from developers and users
- Future home of Whole Foods and 286 luxury apartments

BACKGROUND - Key Personnel

Key Personnel: Minneapolis Land Services Group

Richard Palmiter - Vice President

Richard Palmiter provides extensive knowledge of local market conditions, competitive land parcels, and the regulatory environment to assist land owners in developing a strategy for maximizing the value of their real estate holdings. With more than 30 years of experience in real estate brokerage, development and finance, Richard provides strategic commercial real estate services for property owners and developers in the industrial, retail, office and residential sectors. In addition to private sector work, Richard has also managed assets and the disposition of real estate portfolios for the FDIC. Since 2009, Richard has facilitated land transactions totaling over 2,600 acres valued at \$116,000,000, which includes the sale of land for industrial, residential, retail and hospitality companies.



Brian Pankratz - Vice President

Brian Pankratz serves as a Vice President in with CBRE’s Bloomington office, and has more than 15 years of commercial real estate experience, and for the past 8 years has worked in CBRE’s Land Services Group. Brian specializes in land sales, site selection, redevelopment and large acreage land assemblage. During the past four years, Brian has sold nearly 1,400 lots with his current listings totaling over 1,000 acres of future development potential. Over the course of his career, Brian has been involved in leasing and sales of more than 2.5 million square feet of industrial buildings.



Krista Flemming - Associate

Krista has 17 years of real estate experience serving in many professional capacities including Planner for the City of Eden Prairie, Land Development and Acquisition Manager for a national homebuilder, Vice President of Land Development for a national developer, and owner/manager of her own commercial property. Krista has extensive collaboration experience with private and public organizations, including financing entities, municipalities, County and State Departments of Transportation, local environmental regulatory groups, and local and national planning, marketing and public relations firms.



Key Personnel: Minneapolis Retail Services Group

David Daly - Vice President

David Daly is a Vice President specializing in retail properties with CBRE Minneapolis/St. Paul. Focusing exclusively on occupier representation and institutional landlord leasing, David has established himself as an expert among several national and regional retailers. As an active member in the community along with his broad network of business resources, David is able to provide quality service, extensive experience and local market knowledge to each of his clients.



Key Personnel: Minneapolis Industrial Services Group

Dan Swartz - First Vice President

Since starting his career with the Shelard Group in 1995, Dan has specialized in industrial properties and land in the north and west suburban areas. His expertise includes the acquisition and disposition of facilities, securing quality tenants for institutional grade properties and the buying and selling of land. During his career, Dan has leased and sold more than 10 million square feet of property with a total consideration of more than \$350,000,000.



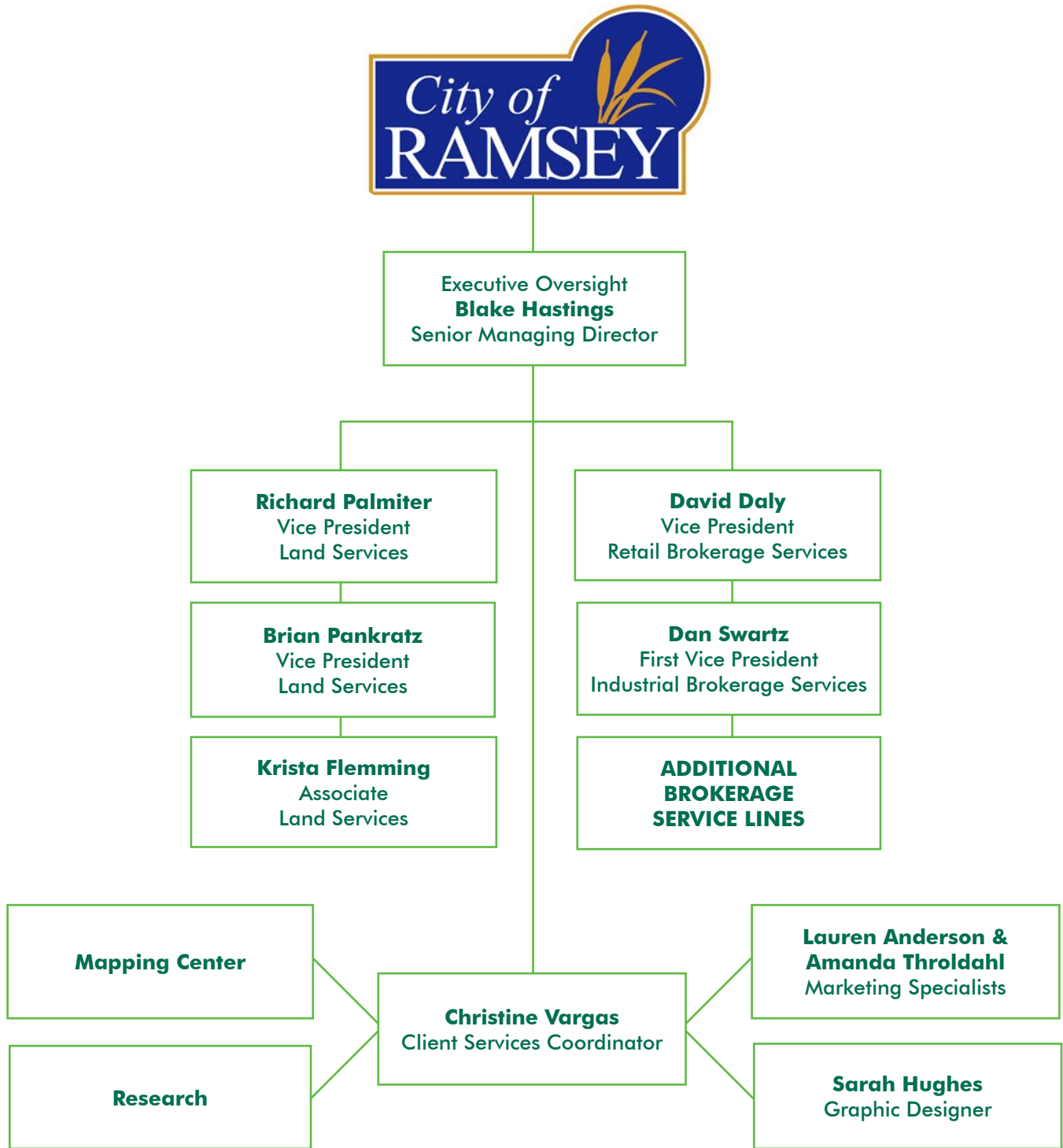
Key Personnel: Minneapolis Managing Director

Blake Hastings - Managing Director

As the Managing Director for CBRE Minneapolis, Blake Hastings oversees more than 150 real estate professionals in Minnesota. He is responsible for the successful integration of multiple business disciplines and leveraging the varied expertise of CBRE professionals in the Bloomington and Downtown Minneapolis offices. In addition to ensuring that clients seize opportunities to make well-informed business decisions, Blake oversees new business development, client relations and related services.



BACKGROUND - Key Personnel



BACKGROUND - Marketing Methods

PROPOSED TARGET MARKET

To avoid a “shopped” attribute, optimize the price and create a sense of demand, it is our intent to expose the property’s availability and disseminate any information through our buyer registration process. The primary marketing strategy is to systematically market the property to the most comprehensive, qualified target markets and sell the property for the highest possible price in the shortest amount of time. With the help of CBRE’s extensive list of over 20,000 investors, developers and users, our team will be able to market to a wide variety of potential buyers from across the country.

Types of companies/businesses that may be interested in the properties:

- Retail (to name a few)
 - Fast Food
 - Convenience Store
 - Day Care
 - Big Box
 - Clothing
 - Service
 - Business
 - Banks
- Office/Medical Office
 - Attorneys
 - Dentists, Doctors, Clinics, etc.
- Industrial
 - Manufacturing
 - Distribution
 - Rental Equipment
- Developers
 - Retail/Mixed Use
 - Office/Medical
 - Industrial
 - Residential (for Sale/Rental)
- Investors
- Educational Groups
- Government Groups

LOCAL MARKET CONTACTS

The team of Brian Pankratz, Richard Palmiter, Krista Flemming, David Daly and Dan Swartz, along with our support group, have constructed the most comprehensive and market focused database available. We’re continuously updating our database with the most current information possible.

THE CBRE SALES FORCE

In addition to the general brokerage community, this information will be presented to the full CBRE local sales staff. This includes over eighty (80) professionals whose expertise varies from industrial, office, retail, and investment, to corporate services. CBRE has thorough market coverage of the entire Twin Cities area.

PROSPECTING/DIRECT MARKETING

The marketing team will widely market the subject projects. We use a wide-reaching marketing campaign to identify a variety of prospective users that will include housing, commercial, office, retail, medical, industrial, community/civic uses, etc. Personal visits and/or follow up telephone calls to prospects identified will occur throughout the marketing period.

NETWORKING

We are active participants in a number of local professional organizations providing us with a referral network throughout the Twin Cities market. These networking opportunities will provide your properties with additional exposure to individuals and organizations that may have an interest.

SIGNAGE (OPTIONAL)

CBRE signage will be placed in accordance with local sign ordinances on all properties. Our signage and our colors are recognized throughout the Twin Cities area and all across the world.

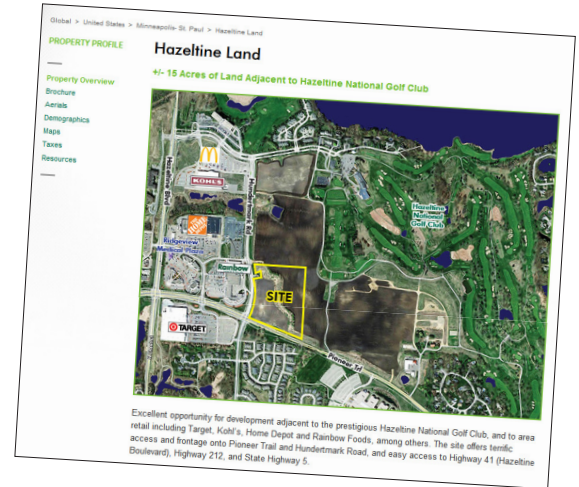


BACKGROUND - Marketing Methods

CO-OP BROKERAGE

The marketing team will encourage co-op broker activity and keep the properties in front of the brokerage community through mailings, e-mail, telephone calls, MNCAR (Minnesota Commercial Association of Realtors), property websites and all other means we have available, such as LoopNet and CoStar.

	www.cbre.com	CBRE has long been recognized for success and leadership in the commercial real estate services marketplace. We have led the industry in establishing a global footprint and offering a full spectrum of services, and we continue to lead in superior client service, volume of business activity, financial performance and many other measures.
	www.mncar.org	MNCAR is the Minnesota Association for Commercial Real Estate professionals. We strive to help our members succeed.
	www.loopnet.com	LoopNet, Inc., a leading information services provider to the commercial real estate industry, delivers a comprehensive suite of products and services to meet the national and local needs of commercial real estate firms, organizations and professionals.
	www.costar.com	CoStar Group, Inc., is the number one provider of commercial real estate research and information services for property investors and sales professionals in the United States and United Kingdom – covering more than 34 billion square feet of commercial property, including over 5 billion square feet of space for lease.



BROCHURES

Our marketing team will prepare full-color 8-1/2 x 11" brochure, which will be forwarded to prospective users and brokers on an as-needed basis. They will outline the key strengths of each property and will include an aerial photograph, location map, floor plan (if necessary), site plan, and other pertinent details.



BROADCAST EMAIL TO BROKERS

E-mail has made it much easier to contact up to 1,500 brokers on a monthly basis, with PDF files attached with all the pertinent information. This ensures that we have a "marketing touch" to the brokerage community with a frequency that keeps each property's availability fresh in the minds of active brokers.

MONTHLY UPDATES

The marketing team will provide a monthly marketing update of new prospects, marketing activities, and status updates on existing prospects. In addition, we will make contact via phone calls and emails, updating on any interested prospects.

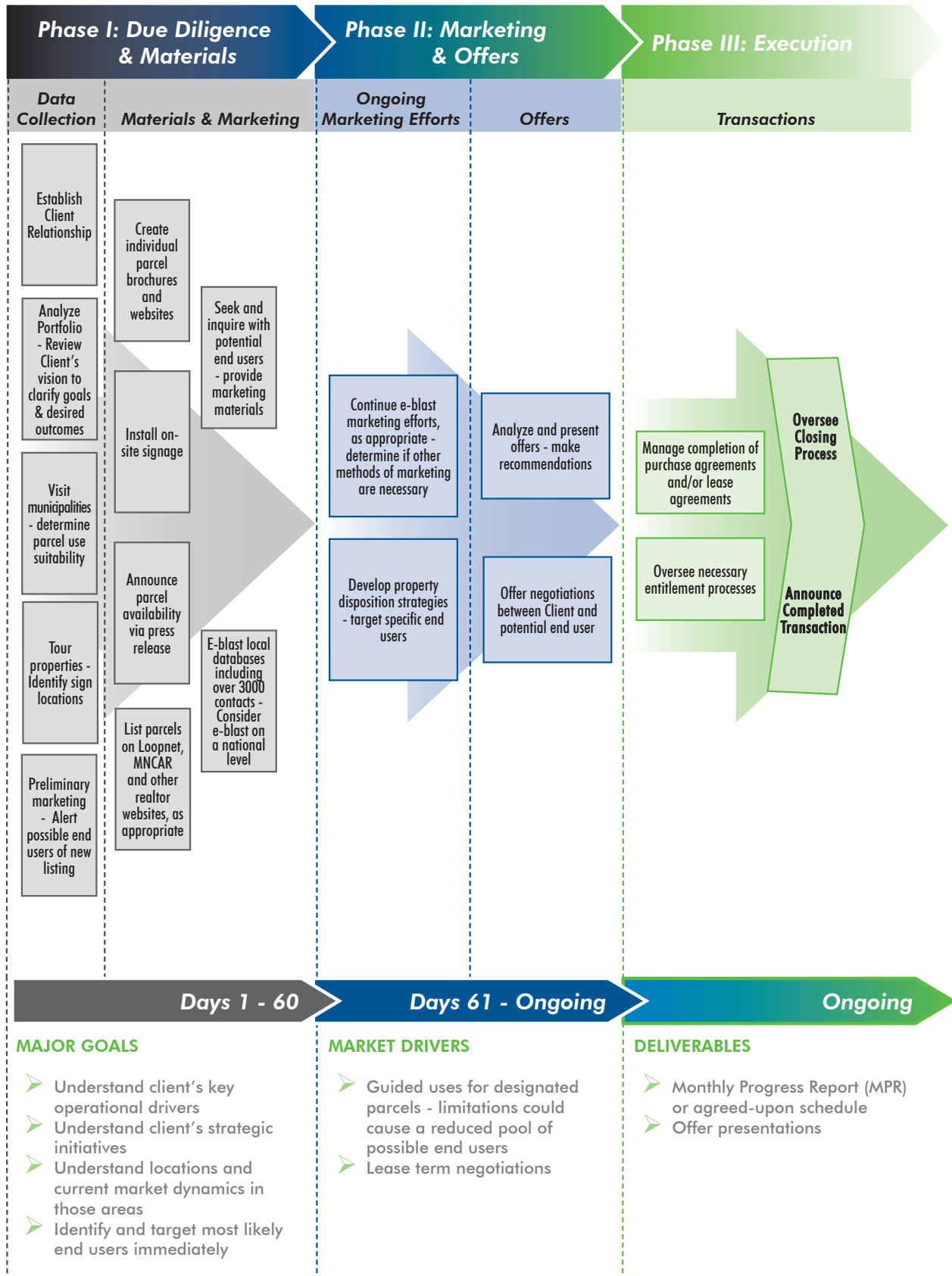
Task/Status	Deadline	Completed
1. List data on Loopnet, Costar, MNCAR, CBRE's Internal HUB		
2. Install Onsite Signage		
3. Brochure		
4. E-Marketing (Campaign Logic Program) - Local LSG and CBRE databases		
5. Analyze Campaign Logic Report		
6. Update Brochure		
7.		
8.		
9. Ongoing Inquiry/Lead Follow Up		
10.		

Required Leads	Contact	User/Company	Date	Comments
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

Comments Regarding Activity/Market	Comments	Date
1.		
2.		
3.		
4.		

Once selected, it is important to meet with the key stakeholders that include City staff to fully understand the details of the properties. Final property pricing is determined after a careful analysis of the proposed and existing land uses, the City's development expectations and utility service availability, future assessments, the actual developable acreage once wetlands or slopes are considered, and the area market conditions. We will work diligently and immediately to make a final pricing recommendation, and begin the marketing process.

BACKGROUND - Marketing Process



FEE SCHEDULE

Commission Fees	
Direct Sale:	5% of the sale price
Co-Brokered:	7% of the sale price
Listing Side:	3.5% of the sale price
Buyer's Agent:	3.5% of the sale price

Minimum fee for industrial land will be based on \$2.00/SF
Minimum fee for residential land parcels will be \$5,000 to CBRE.

1. Comprehensive Marketing Package

A comprehensive marketing package including color photos, brochures, website, aerial photos, floor plans, etc.

Budget.....\$5,000.00 - \$6,000.00

2. Property Signs

Budget.....\$8,000.00

Total Recommended Marketing Budget: \$13,000.00-\$14,000.00*

**CBRE covers 100% of all marketing costs, with no out-of-pocket expenses to the City for standard marketing.*

LISTING AGREEMENT: The Listing Agreement will be for three years, with the option to cancel after Year 1 with a 90-day written notice by either party.

CARRY OVER: Per State of Minnesota law, CBRE would provide a protective list of prospects within 72 hours of Listing termination.

OTHER FEES/COMPENSATION: CBRE is available on an hourly fee basis for projects outside the scope of this Proposal.

CONFLICT OF INTEREST

We are unaware of any local, regional or national conflicts of interest that CBRE may have regarding the scope of Real Estate Marketing and Brokerage Services as outlined in this Request for Proposal.

Since CBRE is the leading commercial real estate services company in many of our regional coverage areas and local marketplaces, situations where the firm has perceived conflicts of interest are not unusual. As a benefit, this often means that CBRE has unequalled access to market information that our competitors do not.

To ensure that any potential conflict situations are addressed up front and managed properly, CBRE adheres to numerous internal guidelines, policies, and procedures, the details of which are provided below.

- ▶ In the case of a potential dual agency (whether it is the local implementing professional who represents the Client, or another CBRE professional who represents the owner or sublessor), the situation is immediately disclosed by the Account Team. The Client can then decide how best to manage the situation with the Account Team up to and including substituting particular team members on assignments.
- ▶ Our written corporate policy dictates that members of every project team must have no communications, direct or indirect, with members of any outside team on any matter that would or might compromise the confidentiality of the client relationship or any private or proprietary information and documents.
- ▶ Document production, circulation, and storage will be segregated and restricted to the team producing the material. Appropriate instructions to staff are already in place and are periodically reinforced.
- ▶ Access to computer programs and databases is already restricted appropriately with individual security codes.
- ▶ As a company policy, neither CBRE nor its employees owns real estate that would put it in a position of potential conflict of interest with its clients.
- ▶ CBRE will execute and deliver a confidentiality agreement and, if requested, the agreement will be countersigned by each individual member of the account team.

This methodology has permitted CBRE to complete tens of thousands of transactions annually for our clients, as both tenant and landlord representatives, while successfully managing potential conflicts on all corporate accounts.

GOOD STANDING

**Office of the Minnesota Secretary of State
Certificate of Good Standing**

I, Mark Ritchie, Secretary of State of Minnesota, do certify that: The business entity listed below was filed pursuant to the Minnesota Chapter listed below with the Office of the Secretary of State on the date listed below and that this business entity is registered to do business and is in good standing at the time this certificate is issued.

Name: CBRE, Inc.
Date Filed: 06/05/1980
File Number: 20129
Minnesota Statutes, Chapter: 303
Home Jurisdiction: Delaware

This certificate has been issued on: 11/05/2012



Mark Ritchie
Mark Ritchie
Secretary of State
State of Minnesota

CBRE Group, Inc.

Tax ID number: 95-2743174

SCOPE OF SERVICES

The successful firm shall agree to contract with the City of Ramsey to provide the following:

Develop strategies for sale of designated City-owned properties (such as conducting a study of comparable properties)

CBRE will work with City Council and Staff on all marketing materials and the pricing of the individual parcels to achieve the highest quality and value.

Develop marketing materials (electronic and/or hard copy) to advertise sites for sale, distribute the materials to potential buyers via the appropriate form(s) of media and report results to the City of Ramsey on an agreed upon frequency.

As shown in the Marketing Methods pages 10 - 13, CBRE will market the property in the highest quality, with up-to-date information.

Advise the City of Ramsey related to strategies to promote and sell the designated sites. Public presentations may be required.

CBRE will work with City Staff to create a market analysis including analytics, mapping, demographics, gap analysis, etc., from our internal resources. We will also use CBRE Research for quarterly market updates and other third-party resources.

Participate in site tours of City of Ramsey-owned property that is for sale for potential buyers.

CBRE will provide prospective buyers all known information and work with City Staff throughout the selling process.

Analyze offers from potential buyers and advise the City of Ramsey with respect to negotiations.

CBRE will provide market knowledge to subject offers including any pricing or terms.

Represent the City of Ramsey in negotiations with a prospective buyer from the time of offer until closing.

CBRE will provide monthly written updates to City Council and Staff. In addition, CBRE will coordinate bi-weekly calls with the primary City contact. CBRE will notify the City of offers in writing immediately upon receipt of such.

Coordinate real estate transaction closings.

CBRE will handle all customary real estate broker activities and services.

Handle all other customary activities and services associated with real estate transactions.

CBRE will work within the scope of the contract unless specifically asked by the City, in writing, to do so for additional service.

APPENDIX

TEAM RESUMES - LAND SERVICES GROUP

PROFESSIONAL EXPERIENCE



RICHARD PALMITER
 Vice President
 Recovery and Restructuring Services
 Land Services
 T: 952.924.4603
 F: 952.831.8023
 richard.palmiter@cbre.com

Richard Palmiter is a Vice President serving the Minneapolis – St. Paul Metropolitan area at CBRE. Currently, he represents banks, investors, developers, and landowners in their sale/purchase of special assets and REO (Real Estate Owned) assets.

Mr. Palmiter provides leadership for the following business lines:

- **Brokerage Services:** Provides strategic, integrated and comprehensive commercial real estate services for property owners and industries in the office, industrial, residential, and retail sectors.
- **Land Services:** Provide extensive knowledge of local market conditions, competitive land parcels, and the regulatory environment to assist land owners and developers in forming a strategy for maximizing the value of their real estate holdings.

Mr. Palmiter has more than 20 years of experience in real estate and finance. During the past two years, he has successfully facilitated transactions with the FDIC, national and regional banks, national builders, investors seeking sound investment opportunities, and companies that are downsizing and parting with multiple locations.

Before joining CBRE, Mr. Palmiter’s experience included the management and disposition of bank-owned, non-performing real estate assets in the Minneapolis, MN and St. Louis, MO areas. He has also managed portfolio-owned, real estate for the FDIC. More recently, he held positions as VP of Acquisition and Development for both regional and national builders. These positions established many professional connections with both the regulatory entities and private companies, which is vital to the successful disposition of distressed properties.

CLIENTS REPRESENTED

- Alerus Financial
- Assured Financial
- Bank of America/US Trust
- Bremer Bank
- Centex
- Chrysler LLC
- Citizens Bank
- DR Horton
- Duke Realty
- FDIC
- Ford Motor Co.
- HSBC
- Individual Land Owners
- K. Hovnanian
- Klein Bank
- Kraft Foods North America, Inc.
- Lakeland Financial
- Lennar
- Lyman Lumber
- M&I Bank
- Mattamy Homes
- Meritex Enterprises
- Minnwest Bank
- Pulte Homes
- Ryan Companies
- Shelard Group
- SPENSA Development
- SuperValu
- Trimont Asset Mgmt.
- US Bank Trust
- Wells Fargo

Minnesota LSG Transaction Summary			
Year	Total Acres	Total Lots	Value
2012	348.9	655	\$ 36,674,000
2011	609	383	\$ 43,944,000
2010	1173.2	167	\$ 34,517,000
2009	306.5	148	\$ 34,690,000
TOTALS	2437.6	1353	\$ 149,825,000

SIGNIFICANT TRANSACTIONS IN 2012		
Client	Location	Description
HSBC	Minneapolis, MN	Former Jaguar Dealership on 2.44 ac - Redevelopment project into apartment complex above Whole Foods store
Investor/Developer	Woodbury, MN	90 single family lots in Dancing Waters
Wells Fargo	Lakeville, MN	81 acres platted for 149 single family lots
Hearthstone Financial	Various - Metro	Listed and Sold portions of 10 land assets in the former Rottlund Homes Portfolio
Aggregate Industries & Hearthstone Financial	Maple Grove, MN	Facilitated deal amongst 2 property owners and city approvals for new concept plan of 206 Units on 32 acres in the High Grove

CREDENTIALS

Professional Affiliations / Accreditations

- Sensible Land Use Coalition
- Twin Cities Builder’s Association
- Developers Council of the Twin Cities
- Minnesota Commercial Association of Real Estate (MNCAR)
- Minnesota Real Estate Broker

EDUCATION

Masters of Science in Building Design & Construction from Kansas State College

TEAM RESUMES - LAND SERVICES GROUP



BRIAN PANKRATZ
 Vice President
 T: 952.924.4665
 F: 952.831.8023
 brian.pankratz@cbre.com

CLIENTS REPRESENTED (Partial List)

- Alerus Financial
- Bank of America/US Trust
- Bremer Bank
- Centex
- Chrysler LLC
- Citizens Bank
- DR Horton
- Duke Realty
- FDIC
- Ford Motor Co.
- HSBC
- Individual Land Owners
- K. Hovnanian
- Klein Bank
- Kraft Foods North America, Inc.
- Lakeland Financial
- Lennar
- Lyman Lumber
- M&I Bank
- Mattamy Homes
- Meritex Enterprises
- Minnwest Bank
- Pulte Homes
- Ryan Companies
- Shelard Group
- SPENSA Development
- SuperValu
- Trimont Asset Mgmt.
- US Bank & US Bank Trust
- Wells Fargo

PROFESSIONAL EXPERIENCE

Brian Pankratz is a Vice President with CBRE and specializes in land sales, site selection, redevelopment and large acreage land assemblage. Current listings include over 2,000 acres with future development potential of over \$1 Billion. The Minneapolis Land Services Group is part of a nationwide network of experienced professionals focusing exclusively on land transactions. Our mission is to accelerate the success of our clients through superior market knowledge, industry-leading technology and a global real estate perspective.

Before joining CBRE, Brian worked at Colliers International in Las Vegas, Nevada from 1999-2005, where he was involved in transactions totaling more than \$475 Million including over 2,000,000 square feet of industrial space and 3,000 acres of land.

Minnesota LSG Transaction Summary			
Year	Total Acres	Total Lots	Value
2012	348.9	655	\$ 36,674,000
2011	609	383	\$ 43,944,000
2010	1173.2	167	\$ 34,517,000
2009	306.5	148	\$ 34,690,000
TOTALS	2437.6	1353	\$ 149,825,000

SIGNIFICANT TRANSACTIONS IN 2012		
Client	Location	Description
HSBC	Minneapolis, MN	Former Jaguar Dealership on 2.44 ac - Redevelopment project into apartment complex above Whole Foods store
Investor/Developer	Woodbury, MN	90 single family lots in Dancing Waters
Wells Fargo	Lakeville, MN	81 acres platted for 149 single family lots
Hearthstone Financial	Various - Metro	Listed and Sold portions of 10 land assets in the former Rottlund Homes Portfolio
Aggregate Industries & Hearthstone Financial	Maple Grove, MN	Facilitated deal amongst 2 property owners and city approvals for new concept plan of 206 Units on 32 acres in the High Grove

CREDENTIALS

Professional Affiliations / Accreditations

- Minnesota Commercial Association of Realtors (MNCAR)
- Licensed Real Estate Salesperson in Minnesota, Wisconsin and Nevada
- Urban Land Institute (ULI)
- International Council of Shopping Centers (ICSC)

EDUCATION

Bachelor of Science degree in Business Administration from the University of Colorado, Boulder

TEAM RESUMES - LAND SERVICES GROUP



KRISTA FLEMMING

Associate

T: 952.924.4826

F: 952.831.8023

krista.flemming@cbre.com

CLIENTS REPRESENTED

- Alerus Financial
- Assured Financial
- Bank of America/US Trust
- Bremer Bank
- Centex
- Chrysler LLC
- Citizens Bank
- DR Horton
- Duke Realty
- FDIC
- Ford Motor Co.
- HSBC
- Individual Land Owners
- K. Hovnanian
- Klein Bank
- Kraft Foods North America, Inc.
- Lakeland Financial
- Lennar
- Lyman Lumber
- M&I Bank
- Mattamy Homes
- Meritex Enterprises
- Minnwest Bank
- Pulte Homes
- Ryan Companies
- Shelard Group
- SPENSA Development
- SuperValu
- Trimont Asset Mgmt.
- US Bank Trust
- Wells Fargo

PROFESSIONAL EXPERIENCE

Before joining CBRE, Ms. Flemming worked for Newland Communities, Midwest Division, as Vice President of Operations. There she managed two land asset partnerships with portfolios totaling over 3000 acres.

Her development work involved extensive collaboration between private and public organizations including Newland’s financing entities, CalPERS and IHP, many municipalities, County and State Departments of Transportation, local environmental regulatory groups, Canadian Pacific Railroad, and Northern Natural Gas to list a few. The management and use of an international planning firm, national marketing and public relations group, and alternative energy organizations were among the many resources also involved.

Ms. Flemming held previous positions as a city planning professional and as land development and acquisition manager for a national builder.

RESPONSIBILITIES

Krista Flemming is an Associate for the Minnesota Land Services Group. She works with the CBRE team to produce successful marketing campaigns for new and potential listings. Ms. Flemming ensures that properties are represented accurately, clients receive monthly listing updates, and resources are available to potential buyers.

Since 1996, Ms. Flemming worked in both the public and private sides of the real estate industry. She has served in many capacities including city planning and public politics, comprehensive plan interpretation, land acquisition and development, homeowner association establishment, and asset management. Her ability to assess, analyze and collaborate provide continuity essential for our clients and the CBRE team.

Minnesota LSG Transaction Summary			
Year	Total Acres	Total Lots	Value
2012	348.9	655	\$ 36,674,000
2011	609	383	\$ 43,944,000
2010	1173.2	167	\$ 34,517,000
2009	306.5	148	\$ 34,690,000
TOTALS	2437.6	1353	\$ 149,825,000

CREDENTIALS

Professional Affiliations / Accreditations

Minnesota Real Estate Agent

EDUCATION

Bachelor of Arts , Urban Studies; minor in Public Administration, St. Cloud State University in 1996

TEAM RESUMES - RETAIL SERVICES

PROFESSIONAL PROFILE



DAVID DALY
Vice President

P: +1 612 336 4319
C: +1 612 201 9398
F: +1 952 831 8023
david.daly@cbre.com

CLIENTS REPRESENTED

- Aldi
- Eddington's Soup & Salad
- Mathnasium
- Pacific Dental
- Denny's
- Regency Centers

David Daly is a Vice President specializing in retail properties with CBRE Minneapolis/St. Paul. Focusing exclusively on occupier representation and institutional landlord leasing, David has established himself as an expert among several national and regional retailers. As an active member in the community along with his broad network of business resources, David is able to provide quality service, extensive experience and local market knowledge to each of his clients.

Prior to joining CBRE, David was with Cushman & Wakefield/NorthMarq for seven years. He was highly regarded as an industry leader and professional, and as a result he earned NorthMarq's 2010 Rising Star Award.

PROFESSIONAL AFFILIATIONS / ACCREDITATIONS

- Minnesota Commercial Association of Real Estate (MNCAR)
- Minnesota Shopping Center Association (MSCA)
- International Council of Shopping Centers (ICSC)

EDUCATION

University of St. Thomas, B.A. Business Management

TEAM RESUMES - INDUSTRIAL SERVICES

PROFESSIONAL PROFILE



Since starting his career with the Shelard Group in 1995, Dan has specialized in industrial properties and land in the north and west suburban areas. His expertise includes the acquisition and disposition of facilities, securing quality tenants for institutional grade properties and the buying and selling of land. During his career, Dan has leased and sold more than 10 million square feet of property with a total consideration of more than \$350,000,000.

DAN SWARTZ

First Vice President

T: 952.924.4652

F: 952.831.8032

C: 612.419.5950

dan.swartz@cbre.com

CLIENTS REPRESENTED

(PARTIAL LIST)

- AMB Property L.P.
- American Realty Advisors (ARA)
- BMG Music Group
- ConAgra
- CSM Corporation
- Duke Realty
- First Industrial Realty Trust
- GE Capital
- INVESCO
- Marfield, Belgarde & Yaffee Companies (MBY)
- Menasha Corporation
- Morgan Stanley
- Opus Corporation
- Pittsburgh Paints (PPG)
- Principal Life Insurance Company
- Schwan's
- Sears Home Improvements
- TIAA-CREF
- U.S. Bank
- Weyerhaeuser

SIGNIFICANT ASSIGNMENTS (PARTIAL LIST)

Property	Square Feet
■ Blaine Crossing I-III	143,000 sf
■ Crosstown North Business Center	226,000 sf
■ Louisiana Distribution Center	196,000 sf
■ Interstate North Distribution Center	170,000 sf
■ New Hope Distribution Center	252,600 sf
■ Northland Park Business Center III & V	182,000 sf
■ River Road Distribution Center	100,000 sf
■ Winnetka Corporate Center	268,000 sf
■ Otter Creek Crossings	141 Acres
■ Rocheford Family Land	56 Acres
■ Gateway North Business Center	160 Acres

CREDENTIALS

PROFESSIONAL AFFILIATIONS / ACCREDITATIONS

- Member of the Minnesota Commercial Association of Real Estate (MNCAR)
- Member of Minnesota Association of Realtors Professional Standards Committee

EDUCATION

- Mr. Swartz earned a Bachelor of Arts degree in Speech Communication from the University of Minnesota.

ACHIEVEMENTS

- One of the Top 6 brokers in the Minneapolis office
- Chairman's Club Member
- Millenium Club Member
- Rookie of the Year
- Exploration Award Winner – Client Service
- Exploration Award Winner – Team Work

TEAM RESUMES - MANAGING DIRECTOR

PROFESSIONAL PROFILE



BLAKE HASTINGS
Managing Director

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F: 952.831.8023
blake.hastings@cbre.com

PROFESSIONAL EXPERIENCE

As the Managing Director for CBRE Minneapolis, Blake Hastings oversees more than 150 real estate professionals in Minnesota. He is responsible for the successful integration of multiple business disciplines and leveraging the varied expertise of CBRE professionals in the Bloomington and Downtown Minneapolis offices. In addition to ensuring that clients seize opportunities to make well-informed business decisions, Blake oversees new business development, client relations and related services.

Prior to joining CBRE, Blake was Senior Vice President of the Office Service Division at Grubb & Ellis and Cassidy Turley in Phoenix, AZ. During 2010, Blake played an integral role when the Phoenix Grubb & Ellis franchise integrated into the newly formed Cassidy Turley. Selected as a member of the Office Leadership Council and The Institutional Leasing Practice Group, he was charged with the formation of many of Cassidy Turley's national brokerage strategies and integration of the company's national platforms with local markets' best practices.

During his 10 years as a brokerage producer, Blake completed over 800 transactions with an aggregate value of \$800 million, leasing over 6 million square feet, 2 million square feet of building sales and over 250 acres of land sales. Blake has represented a diverse group of clients during his career, such as Opus Corporation, Ryan Companies and The Alter Group; Institutional clients including Principal Financial, Clarion Partners, Artis REIT, Blackrock, New York Life, LNR, CW Capital, A&B Properties and Excel Trust; and tenants such as Ebay/Paypal, Centene, Cricket Communications, DelMonte, Gillette, Koch Industries and Bank United.

CREDENTIALS

- Real estate broker licensure for MN, IA, WI, ND and SD

EDUCATION

- Bachelor of Science degree in economics from Villanova University in Philadelphia

TRANSACTION SUMMARY

Buyer	Seller	Location	Size/Type	Price	Closing Date
Self-Storage Company	Bank	Las Vegas, NV	6.4 acres in Henderson, NV	\$1,700,000	11/2013
Homebuilder	Developer	Lester Prairie, MN	3 single family lots	\$32,500	11/2013
Investor	Bank	Orono, MN	2.63 acres with partially finished office condo	\$145,000	11/2013
Developer	Investor	Rogers, MN	36.18 acres of industrial land	\$725,000	10/2013
Lennar	Investor	Victoria, MN	40.76 acres for 49 lots	\$2,250,000	9/2013
Charter School	Xcel Energy	Brooklyn Park, MN	12.1 acres	\$580,608	9/2013
Apartment Developer	Duke Realty	St Louis Park, MN	3.88 acres	\$4,850,000	9/2013
Homebuilder	Investor	Otsego, MN	10 Single family lots	\$195,000	9/2013
Investor	Investor/Developer	Plymouth, MN	32 acres of undeveloped land	\$2,819,700	7/2013
Ryland Homes	Investor	Woodbury, MN	41.97 acres for 77 single family lots in Dancing Waters	\$2,541,000	7/2013
M/I Homes	RBC	Joliet, IL	20 acres of residential land	\$985,000	6/2013
Anoka County	Bank	Blaine, MN	8.07 acres of commercial land	\$953,000	6/2013
Trammell Crow	Meritex	Roseville, MN	12.79 acres of Industrial Land	\$2,683,379	6/2013
Investor	Bank	Blaine, MN	1.89 acres pad next to OfficeMax	\$400,000	6/2013
K Hovnanian Homes	Bank	Lakeville, MN	48.62 acres platted for 88 single family lots	\$1,145,000	6/2013
Paragon Outlet Partners	City of Eagan	Eagan, MN	29 acres to build 400,000 SF High End Retail Outlet Mall	\$5,800,000	4/2013
Summergeate	RBC	Shakopee, MN	78 townhome lots in Blakewood Estates	\$850,000	4/2013
Summergeate	RBC	Lakeville, MN	43 townhome lots in Donnelly Farms	\$650,000	4/2013
Individual	Beal Bank	Watertown Township, MN	65.06 acres of ag land	\$220,750	4/2013
Dakota County EDA	Rottlund	Inver Grove Heights, MN	5.78 acres of commercial zoned land	\$250,000	3/2013
Lennar	Bank	Otsego, MN	8 single family lots and 49.48 acres for single family development in Martin Farms	\$760,000	3/2013
Lennar	Bank	Otsego, MN	13 single family lots in Martin Farms	\$445,000	3/2013
Investor	US Bank	Credit River Township, MN	25 single family lots and 32 acres of land	\$1,500,000	3/2013
Precision Products	Wells Fargo	Atlanta, GA	256,000 on 17.25 acres	\$3,630,000	12/2012
Mattamy Homes	Aggregate Industries	Maple Grove, MN	23.92 acres to build townhomes in The Arbors	\$1,309,000	12/2012
Mattamy Homes	Rottlund	Maple Grove, MN	8.01 acres to build townhomes in The Arbors	\$335,000	12/2012
Investor	Centex	Champlin, MN	3.2 acres for 24 townhome lots	\$135,000	12/2012
Homebuilder	Shelard Capital	Otsego, MN	24 single family lots	\$358,400	10/2012
Spensa Group	Investor	Henderson, NV	4.47 acres with 82,000 SF mini storage	\$8,500,000	9/2012
Ryland	Bank	Waconia, MN	40.37 acres planned for SF in Interlaken Dev	\$370,000	9/2012
Investor	Rottlund	Rosemount, MN	40 developed MF lots and 10 acres	\$300,000	9/2012
Investor	Rottlund	Hugo, MN	7 acres and 4 developed townhomes lots	\$110,000	9/2012
Farmer	Bank	Otsego, MN	134 acres	\$975,000	9/2012
Homebuilder	Developer	Dancing Waters - Woodbury, MN	90 graded SF lots in Dancing Waters	\$5,243,000	8/2012
Rachel Contracting	Rottlund	Reserve-Plymouth	5.49 acres platted for 18 detached townhomes	\$150,000	8/2012
Homebuilder	Bank	Brookfield Subdivision -Ramsey, MN	Single Family Lot	\$46,379	8/2012
Homebuilder	Bank	Woodland Hills - Elk River, MN	Single Family Lot	\$24,900	7/2012
Investor	Bank	Farmington, MN	6 pads for 24 townhomes	\$110,000	7/2012
Builder	Rottlund	Maple Grove, MN	12 detached townhome lots	\$475,000	7/2012
Individual	Trimont	Princeton	1 SF lot on 2.50 acres	\$15,000	6/2012
Ridgewood HOA	Rottlund	Savage, MN	12 townhome lots	\$40,000	6/2012
Woodbury Land	Bank	Woodbury, MN	SF lots and land in Dancing Waters	\$3,390,000	6/2012
Metro Land LLC	Rottlund	Rosemount, MN	19 single family lots	\$400,000	6/2012
Metro Land LLC	American Bank	Lonsdale, MN	11 single family lots	\$55,000	6/2012
	Developer	Brooklyn Park, MN Consulting	40 acres planned for 98 SF lots		5/2012
Lennar	Bank	Pilot Knob & 170 th St -Lakeville, MN	81 acres platted for 149 SF lots	\$1,860,000	5/2012
Ryan Companies	HSBC	222 Hennepin Ave-Minneapolis, MN	2.44 acres of acres at Washington & Hennepin	\$6,700,000	2/2012
Paxmar	Pulte Homes	Buffalo, MN	37 developed SF lots and 31 graded lots	\$450,000	1/2011
Paxmar	Hartman Communities	Mayer, MN	19 SF lots	\$180,000	12/2011
Hotel Company	DFC	Bloomington, MN	Thunderbird Hotel, 11.57 acres	\$14,400,000	12/2011
Homebuilder	Builder Finance Co	Elk River, MN	32 SF lots on a takedown schedule	\$640,000	12/2011
Bob Crane	Builder Finance Co	Becker Township, MN	12 single family lots	\$65,000	12/2011

TEAM TRANSACTION SUMMARY

Buyer	Seller	Location	Size/Type	Price	Closing Date
J Gregg Homes	Builder Finance Co	Red Wing, MN	9 single family lots	\$72,000	11/2011
AMAS Investments	Vision Bank	Brooklyn Park, MN	.96 acres of commercial land	\$180,000	11/2011
Investor	Builder Finance Co	Duluth, MN	113 SF & MF lots in Duluth	\$1,118,300	10/2011
Crown Tonka	Private Investor	Plymouth, MN	17,000 SF office building on 4.34 acres	\$2,100,000	10/2011
Setzer Development	Meritex	Roseville, MN	8.16 acres of industrial land	\$2,210,000	10/2011
Certifit	Meritex	Roseville, MN	6.43 acres of industrial land	\$1,299,799	10/2011
Conservation Fund	Builder Finance Co	Maplewood, MN	69.6 acres	\$1,900,000	10/2011
National Builder	Builder Finance Co	Interlaken-Waconia, MN	18 single family lots on takedown schedule	\$468,000	10/2011
National Builder	Regional Bank	Interlaken-Waconia, MN	29 single family lots on takedown schedule	\$725,000	10/2011
National Homebuilder	Family Trust	Roseville, MN	13.7 acres platted for 28 single family lots	\$1,259,000	9/2011
National Homebuilder	Family Trust	Arden Hills, MN	23 acres platted for 38 single family lots	\$1,850,000	7/2011
Airgas	Meritex, Inc.	Roseville, MN	5.91 acres of industrial land	\$1,030,803	6/2011
Private Investor	Bank	Apple Valley, MN	27 acres of industrial land	\$550,000	6/2011
Farmer	Bank	Maple Lake, MN	72 acres	\$345,000	5/2011
School	Bank	Ramsey, MN	186 acres	\$3,900,000	5/2011
National Homebuilder	Developer	Palmer Pointe - Minnetrista, MN	49 single family lots	\$5,000,000	4/2011
Investor	Bank	Rodeo Hills - Buffalo, MN	90 single family lots	\$990,000	4/2011
Investor	Bank	Parkwood - Cambridge, MN	35 single family lots	\$315,000	4/2011
Farmer	Regional Bank	Empire Twp, MN	20.3 acres of residential land	\$210,000	4/2011
Private Investor	Regional Bank	Lonsdale, MN	60 acres	\$160,000	4/2011
Lennar	Wells Fargo	Martin Farms - Otsego, MN	105 single family lots on a takedown schedule	\$3,684,000	3/2011
Farmer	Local Developer	Mayer, MN	72.3 acres	\$469,950	3/2011
Individual Buyer	LCF Funding	Cannon Greens - Randolph Twp, MN	3 single family lots	\$92,500	2/2011
Haag Estates, LLC	LCF Funding	Oak Savanna - Blue Hill Twp, MN	39 single family large lot development	\$292,500	2/2011
Bob Crane	LCF Funding	Becker Twp, MN	96 acres	\$55,000	2/2011
Private Investor	LCF Funding	Randolph Twp, MN	2 acre single family lot in Cannon Greens	\$32,500	2/2011
Local Developer	Family Trust	1296 Cty. Road F - Arden Hills, MN	2.74 acres for apartment land	\$750,000	12/2010
Local Investor	Regional Bank	Blaine, MN	170 ac. planned future commercial/residential	\$1,800,000	12/2010
National Debt Investor		Rogers, MN	Residential Land/Lots Consulting	N/A	12/2010
Bridge Investments	Chrysler	1615 Weston Court - Shakopee, MN	26,363 SF former auto dealership on +/-6.80 ac.	\$2,750,000	11/2010
Local Investor	LCF Funding	Sauk Centre, MN	350 acres including lake lots on Long Lake	\$805,000	11/2010
National Homebuilder	Local Investor	Lakeville, MN	17 single family lots in Spyglass	\$918,000	10/2010
Local Investor	National Bank	Eagan, MN	6.74 acres of high density land	\$290,000	10/2010
Industrial User	Community Bank	545 Atwater Dr - St. Paul, MN	38,584 SF industrial building on 1.54 acres	\$1,575,000	9/2010
National Builder	Local Builder	Chanhassen, MN	16 SF lots- takedown schedule in Hidden Creek Meadows	\$2,009,845	9/2010
Industrial User	Community Bank	Cambridge, MN	16,000 SF industrial building on 1.5 acre	\$730,000	8/2010
Local Builders	Builder Finance Co	Andover	5 lots in Millers Woods	\$375,000	8/2010
National Homebuilder	Private Investor	Dancing Waters - Woodbury, MN	14 single family lots on a takedown schedule	\$1,162,000	8/2010
1 st State Bank St Jos.	Sundance LLC	St. Cloud, MN	1.38 acres of commercial land	\$841,579	8/2010
Private Investor	National Bank	Elk River, MN	30 acres	\$150,000	7/2010
Private Investor	LCF Funding	Scenic Hills - Becker Twp, MN	2 single family lots	\$40,000	7/2010
Private Buyer	LCF Funding	Scenic Hills - Becker Twp, MN	20 acres	\$70,000	6/2010
National Homebuilder	Bridgewater Bank	Chanhassen, MN	16 single family lots located in The Arbors	\$2,650,000	6/2010
Trust for Public Land	FDIC	Dead Lake, MN	200 acres with 3.5 miles of shoreline	\$2,210,000	6/2010
National Homebuilder	Private Investor	Lakeville, MN	73 single family lots on a takedown schedule	\$5,475,000	6/2010
Private Builder	Private Investor	Maple Grove, MN	7 single family lots, Maple Trace development	\$805,000	6/2010
Private Investor	LCF Funding	Scenic Hills, Becker Twp, MN	2 single family lots-5.38 acres	\$28,000	6/2010
Private Investor	National Bank	McGregor, MN (Big Sandy Lake)	Lodge, Cabins, Townhomes, Excess Land	\$3,500,000	5/2010
Local Homebuilder	Builder Finance Co.	Buffalo, MN	1 Single Family Lot	\$30,000	5/2010
National Homebuilder	National Homebuilder	Waconia, MN	1 Single Family Lot	\$42,000	5/2010
Local Homebuilder	Builder Finance Co.	Andover, MN	2 Single Family Lots	\$160,000	5/2010
Carver Cty. HRA	LCF Funding, LLC	Carver, MN	36 acres	\$1,350,000	4/2010
Local Investor	Laurent Land	Maple Grove, MN	7 single family lots in Maple Trace	\$588,500	3/2010

PROPERTY SUMMARY



ADDRESS: 5195 142ND AVE NW

PID: 253225430043

LEGAL: Lot 1, Block 1, River’s Bend Plaza 2nd Addition, Anoka County, Minnesota

ACRES: 1.01

VALUATION: \$195,900 (County, 2013)

ZONING: B1 Business District

MUSA: Yes

DESCRIPTION: The subject property is located on the east side of Saint Francis Boulevard and on the north side of 142nd Avenue. This property is the former Amoco Oil Station and it is now vacant. This property is zoned Business District and is surrounded by businesses. A small bluff is located on the west side of the property. Besides a number of restrictions placed on the property from the previous owner (see owner and encumbrance report), this property is ready to be sold. The City has put a significant amount of investment in the property (between acquisition, demolition and clean up).

WETLAND: No reason to use property for wetland banking. There are no issues with wetlands that would make this property unusable; or, affect adjacent properties.

MAINTENANCE: Mowed 6 times per year—\$75 per mow (\$900).

OWNER & ENCUMBRANCE: This is the former Amoco Oil Station site. The City has marketable title to the parcel and it can be sold, however, it is encumbered by Amoco Oils’ several restrictive covenants on the use of property. See attachment for details. Generally, the restrictions prevent the sale of petroleum, prevent excavation, and prevent residential development.

DISPOSITION: The city is free and clear to sell this property. The subject property is suitable for a number of uses (that require minor excavation based on the O&E report).

PROPERTY SUMMARY



ADDRESS: Sunwood and Krypton

PID: 343225130005

LEGAL: Lot 1, Block 4, Riverside West Plat

ACRES: 1.23, (53,751 square feet)

VALUATION: \$385,000 (Market Sale, 2013)

ZONING: B2 Business District

MUSA: Yes

DESCRIPTION: The subject property is located on the west side of Dolomite Street and the south side of Highway 10, is 1.23 acres in size and is zoned for commercial development. This site is the former XXX Bookstore location. In August of 2013 all improvements to this site were demolished and cleared. Today, this site is ready for sale and development.

PROPERTY SUMMARY

Subject Property



ADDRESS: Armstrong Boulevard/Sunwood Drive (just north of Hwy 10)

PID: NA, recently platted (2013)

LEGAL: Lots 3, Block 1, COR TWO, Anoka County, Minnesota

ACRES: 1.51 acres

VALUATION: TBD

ZONING: COR 2, commercial/retail

MUSA: Yes

DESCRIPTION: The subject property is located on the east side of Armstrong Boulevard, just north of Hwy 10, on Sunwood Drive in The COR development. This parcel is approximately 1.51 acres in size and is zoned for commercial/retail use. This property is a greenfield and is ready for development. In 2012, the City realigned Sunwood Drive several hundred feet to the north (147th Ave) in anticipation of the future Armstrong/Highway 10 interchange. As a result, three developable/serviced lots were created; including LOT 1.

PROPERTY SUMMARY



ADDRESS: Armstrong Boulevard/Sunwood Drive (just north of Hwy 10)

PID: NA, recently platted (2013)

LEGAL: Lots 3, Block 1, COR TWO, Anoka County, Minnesota

ACRES: 1.33 acres

VALUATION: TBD

ZONING: COR 2, commercial/retail

MUSA: Yes

DESCRIPTION: The subject property is located on the east side of Armstrong Boulevard, just north of Hwy 10, on Sunwood Drive in The COR development. This parcel is approximately 1.33 acres in size and is zoned for commercial/retail use. This property is a greenfield and is ready for development. In 2012, the City realigned Sunwood Drive several hundred feet to the north (147th Ave) in anticipation of the future Armstrong/Highway 10 interchange. As a result, three developable/serviced lots were created; including LOT 3.

PROPERTY SUMMARY



ADDRESS: 6590 141ST AVE NW

PID: 273225440003

LEGAL: See Metes and Bounds Description

ACRES: 0.95

VALUATION: \$101,100.

ZONING: E1 Employment District

MUSA: Yes

DESCRIPTION: The subject property is located on the east side of Basalt Street and the north side of 141st Avenue. This property is zoned Employment District, it is a developable compact corner lot, and is surrounded by office.

WETLAND: No reason to use property for wetland banking. There are no issues with stormwater/drainage that would make this property unusable; or, effect adjacent properties.

MAINTENANCE: There are no maintenance costs.

OWNER & ENCUMBRANCE: This parcel is owned unrestricted by the City and is available for sale. It was acquired by the City for economic development purposes.

DISPOSITION: The subject property is ready to be developed. This property is currently being marketed by the Ramsey EDA. Previously, the property owner to the north had interest in purchasing the subject property.

PROPERTY SUMMARY



ADDRESS: 14165 RAMSEY BLVD NW

PID: 273225330006

LEGAL: NA

ACRES: 4.14

VALUATION: \$440,000 (County, 2013)

ZONING: E2, Employment District

MUSA: Yes

DESCRIPTION: The subject property is located on the east side of Ramsey Boulevard and on the north side of U.S. Highway 10. This property is 4.14 acres in size and is zoned E2 employment (manufacturing, office). Multiple lots located adjacent to the subject property are also owned by the City and are available for combination if requested. This parcel is located at the entrance to The COR development (and will border Highway 10 when it is realigned in the future). The City is interested in a user that will provide a quality building and proper screening (if needed).

PROPERTY SUMMARY



ADDRESS: No Address (142nd Ave NW and Limonite St NW)

PID: 273225330017

LEGAL: LOT 2 BLK 2 GATEWAY NORTH INDUSTRIAL PARK, EX THAT PRT OF SD LOT LYG N OF FOL DESC LINE & ITS EXTNS: BEG AT A PT ON W LINE OF SD LOT 2 100 FT S OF NW COR THEREOF, TH SELY TO A PT ON E LINE OF SD LOT 2 135 FT S OF NE COR OF SD LOT 2 & SD LINE THERE TERM

ACRES: 1.24

VALUATION: \$159,400 (County, 2013)

ZONING: E2, Employment District

MUSA: Yes

DESCRIPTION: The subject property is located just east of Ramsey Boulevard and just north of U.S. Highway 10 (corner of Limonite Street and 142 Ave NW). This property is 1.24 acres in size and is zoned E2 employment (manufacturing, office). Multiple lots located adjacent to the subject property are also owned by the City and are available to for combination if requested.

PROPERTY SUMMARY

PROPERTY LISTING (RFP #08)

North Commons: Four Single Family Residential Sites

Shovel Ready • Parkside • Quick Access to Highway 10 • Near Northstar Rail Station



FACT SHEET

LOCATION
 Ramsey, MN
 Zeolite Street/148th Lane NW

FEATURES

- Located on north side of Ramsey’s new urban transit oriented development —The COR
- Adjacent to new North Commons Park
- Near new Northstar Commuter Rail Station
- Easy access to Highway 10

DEVELOPMENT STATUS

- Road in place (curb/gutter)
- Zoning in place (single family)
- Utilities in place (water/sewer)
- Remaining Pad Preparation Work
 - Water/Sewer Stubs
 - Road Reconstruction
 - Sidewalk Construction
 - Turf Establishment

Estimated \$20,000 per lot

SPECS

• Lot 1, Block 2	9,000 sq. ft.
• Lot 2, Block 2	9,000 sq. ft.
• Lot 3, Block 2	9,000 sq. ft.
• Lot 4, Block 2	9,072 sq. ft.

REQUEST FOR OFFER

The owner is accepting offers on Lots 1-4, Block 2 through July 16, 2013. Offers should include all four lots.

Return: City of Ramsey HRA
 7550 Sunwood Drive NW
 Ramsey, MN 55303
kulrich@ci.ramsey.mn.us
 763-433-9903



PROPERTY SUMMARY

PROPERTY LISTING (RFP #08)

North Commons: Four Single Family Residential Sites

Shovel Ready • Parkside • Quick Access to Highway 10 • Near Northstar Rail Station



PROPERTY SUMMARY

PROPERTY LISTING (RFP #08)

North Commons: Four Single Family Residential Sites

Shovel Ready • Parkside • Quick Access to Highway 10 • Near Northstar Rail Station



PROPERTY SUMMARY

PROPERTY LISTING (RFP #08)

North Commons: Four Single Family Residential Sites

Shovel Ready • Parkside • Quick Access to Highway 10 • Near Northstar Rail Station



PROPERTY SUMMARY



ADDRESS: NA
 PID: 063225140009
 LEGAL: NA
 ACRES: 3.10
 VALUATION: 51,300 (County, 2013). Offer for \$42,000 received in 2012
 ZONING: Public/Quasi-Public
 MUSA: No

DESCRIPTION: The subject property is located on the south side of 176th Avenue and the west side of Vicuna Street. The property is zoned public/quasi-public and is surrounded by residential. This property is dry, high and buildable. Based on the GIS image above, it looks as though this parcel is being used by neighboring property owners.

WETLAND: This property is not adjacent to wetlands so banking is not a feasible use. It does not collect storm water from the neighborhood.

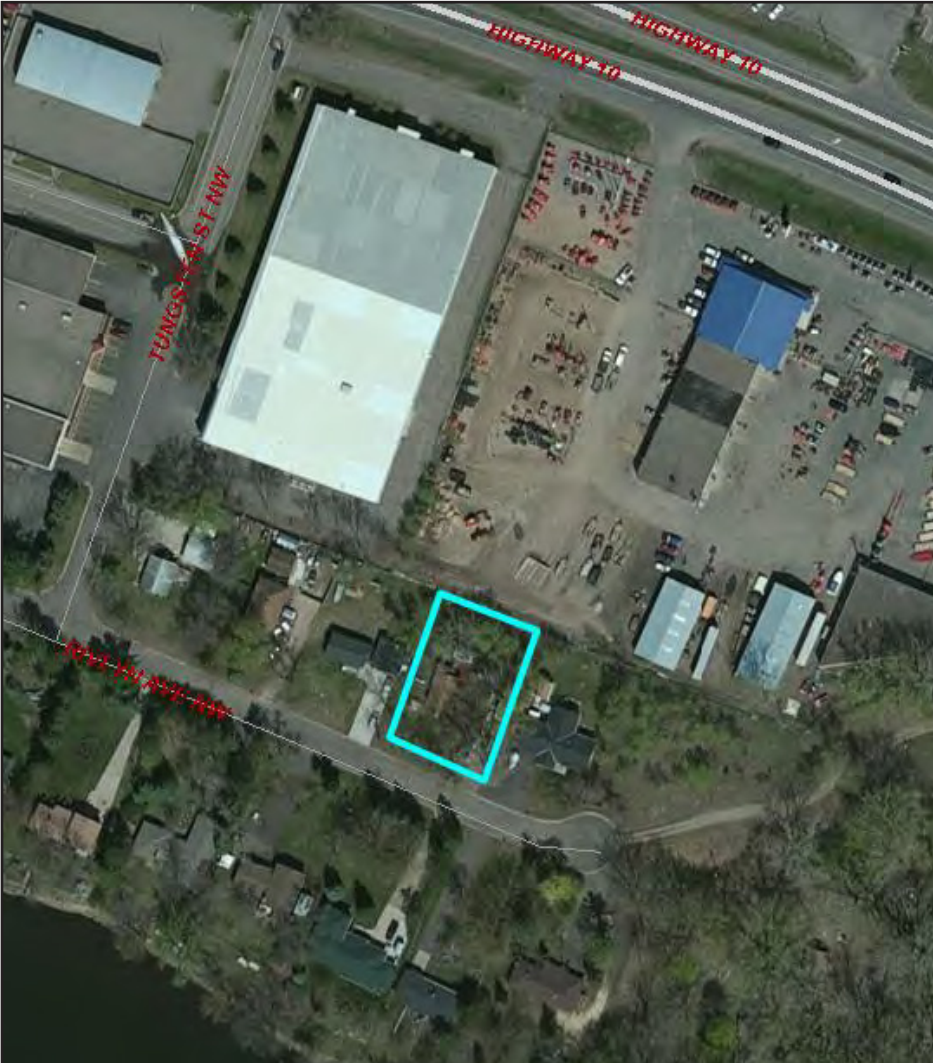
MAINTENANCE: There are no maintenance costs.

OWNER & ENCUMBRANCE: This property is unrestricted and can be sold.

DISPOSITION: The subject property was acquired in October of 1989. This is not a dedicated park. This property has free and clear title and is ready to be sold. If the council desires to dispose of this parcel, staff should rezone and list the property.

PUBLIC INPUT: Staff has received interest for purchasing this parcel from both property owners located directly west of the subject property. Both property owners do not want this piece of land developed. No further public input was received.

PROPERTY SUMMARY



ADDRESS: 6203 Rivlyn Ave NW

PID: 353225310018

LEGAL: NA

ACRES: 0.34

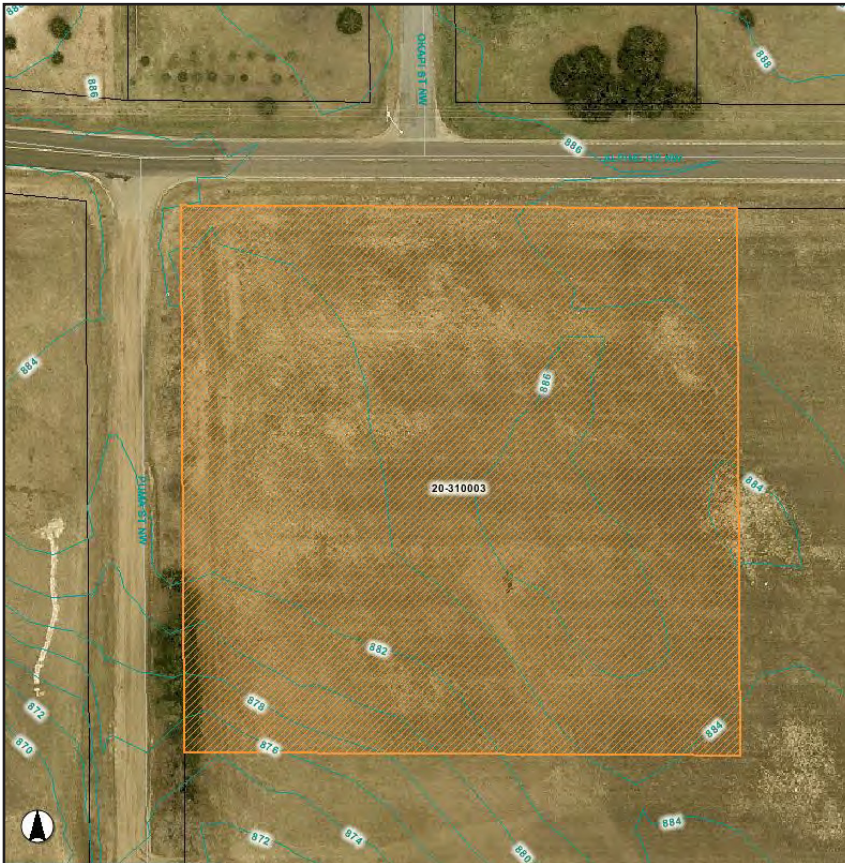
VALUATION: \$50,200 (County, 2013)

ZONING: R1 Musa, Residential

MUSA: No

DESCRIPTION: The subject property is located on Rivlyn Avenue, just north of the Mississippi River and just south of Highway 10. This property is .34 acres in size, is zoned R1 Residential MUSA and has an existing structure (household). This property was acquired by the City in 2013 and is available for sale today.

PROPERTY SUMMARY



ADDRESS: NA (Puma and Alpine)

PID: NA (20-310003)

LEGAL: NA

ACRES: NA (about 4)

VALUATION: NA

ZONING: R1 Residential (MUSA)

MUSA: Yes

DESCRIPTION: Acquired by the City as a dedication in the Legacy Plat (Alpha Plat). This property is not a park and not intended to be for public use. The subject parcel is zoned R1 Residential (MUSA) and is located on the south side of Alpine Drive and the east side of Puma Street.

This property is located on the south side of an existing residential neighborhood. The City is considering the parcels located just west of this site (across Puma) for a future business park. The parcels located just SW of this site are intended to be the home of a private school campus.

Today, sewer and water are located several thousand feet south of this site. Therefore, in the short term, this site would only be serviceable by well/septic. In the coming years, sewer and water are intended to be pulled up Puma Street to Alpine Drive (in which case, this site would have access to sewer/water).

This site is "raw" land; and is available for sale (platting/development fees required).

PROPERTY SUMMARY



ADDRESS: 15240 HELIUM ST NW, 15153 NOWTHEN BLVD NW, NA
 PID: 233225410035, 233225410019, 233225410018 (Three separate parcels—listed from the top down).
 LEGAL: Lots 4, 5, 21, Block 1, Meadow, Anoka County, Minnesota
 ACRES: 20.86
 VALUATION: \$1,250,000
 ZONING: Public/Quasi Public and PUD (Planned Unit Development) Today
 FUTURE ZONING: Will allow for a data center development and/or residential. Determination will be made in February/ March 2014.
 MUSA: Yes
 DESCRIPTION: The subject property is located on the east side of Nowthen Boulevard and on the South side of Alpine Drive. It is made up of three separate parcels; which make up the old municipal center complex. The property is surrounded by residential and is zoned Public/Quasi Public District.

BACKGROUND

The City’s Economic Development Authority (EDA) and Council are in the process considering the future development of the “Old Municipal Center Site.” The City is considering two general development scenarios for the 20.5 acre site: (A) data center development and (B) residential development.

Today, the Old Municipal Center Site is zoned Public/Quasi Public. On Tuesday, June 12, 2013 the Council considered submitting an application to the Planning Commission to amend the City’s Comprehensive Plan to allow for either a data center or residential user. The Council decided to re-engage surrounding property owners regarding a data center development before submitting a Comprehensive Plan Amendment application to the Planning Commission; for either type of use.

PROPERTY SUMMARY



ADDRESS: NA, 16600 SAINT FRANCIS BLVD, NA
 PID: 113225340006, 113225430004, 113225340008 (Three separate parcels—listed from the top down).
 ACRES: 16.52
 VALUATION: Unknown (\$200,000?)
 ZONING: R1-Rural Developing
 MUSA: No

DESCRIPTION: The subject property is located on the west side of Saint Francis Boulevard and on the south side of 167th Avenue. This property is zoned Rural Development District. It is home to water tower, wetland and open space. The subject property is made up of three separate parcels. There is wetland in the northern parcel (#1) and two wetlands in the southern portion of the large parcel (#2). There is a gas line that bisects the larger parcel (#2), horizontally.

It is important to note that there is a temporary road that connects Elmcrest Park and 167th Avenue just west of the subject property. The road is planned to be moved east onto city owned property—which was the rationale for purchasing the two smaller parcels (#1 and #3). Replatting the subject property has been postponed until a willing developer steps forward for two reasons. One, direction was given to staff for the developer to pay for replatting costs. Two, replatting or redevelopment of the subject property terminates the temporary easement for the road that connects 167th to Elmcrest Park.

OWNER & ENCUMBRANCE: It is recommended these three parcels be platted in order to properly identify those areas necessary for City/public purposes and to identify what land area may be available for sale. Attached is a draft of the staff proposal.

NOTE: subdividing or developing these lots terminates an easement the City has in place for the current ROW (just to the west of the subject properties). Meaning, the road to Elmcrest Park would need to be replaced.

Parcel 1: this parcel is owned by the city and there are no restrictions to its sale. There are wetlands and a water fill station. Because of zoning, would require sanitary sewer to build. The future ROW is planned to go through this lot.

Parcel 2: this parcel is subject to a natural gas pipeline easement in favor of Enron Corporation. This parcel is home to a water tower, located in the SE corner. There are wetlands in both the SE and SW corners of this lot. Development of the lot, north of the gas line, makes sense. The southern portion of the lot could be used for wetland and the water tower. The western portion of the property needs to be used for the future ROW.

Parcel 3: this parcel is subject to a temporary encroachment easement in favor of the grantor, Oakwood Land Development, Inc (2010). The future ROW is planned to go through this lot.

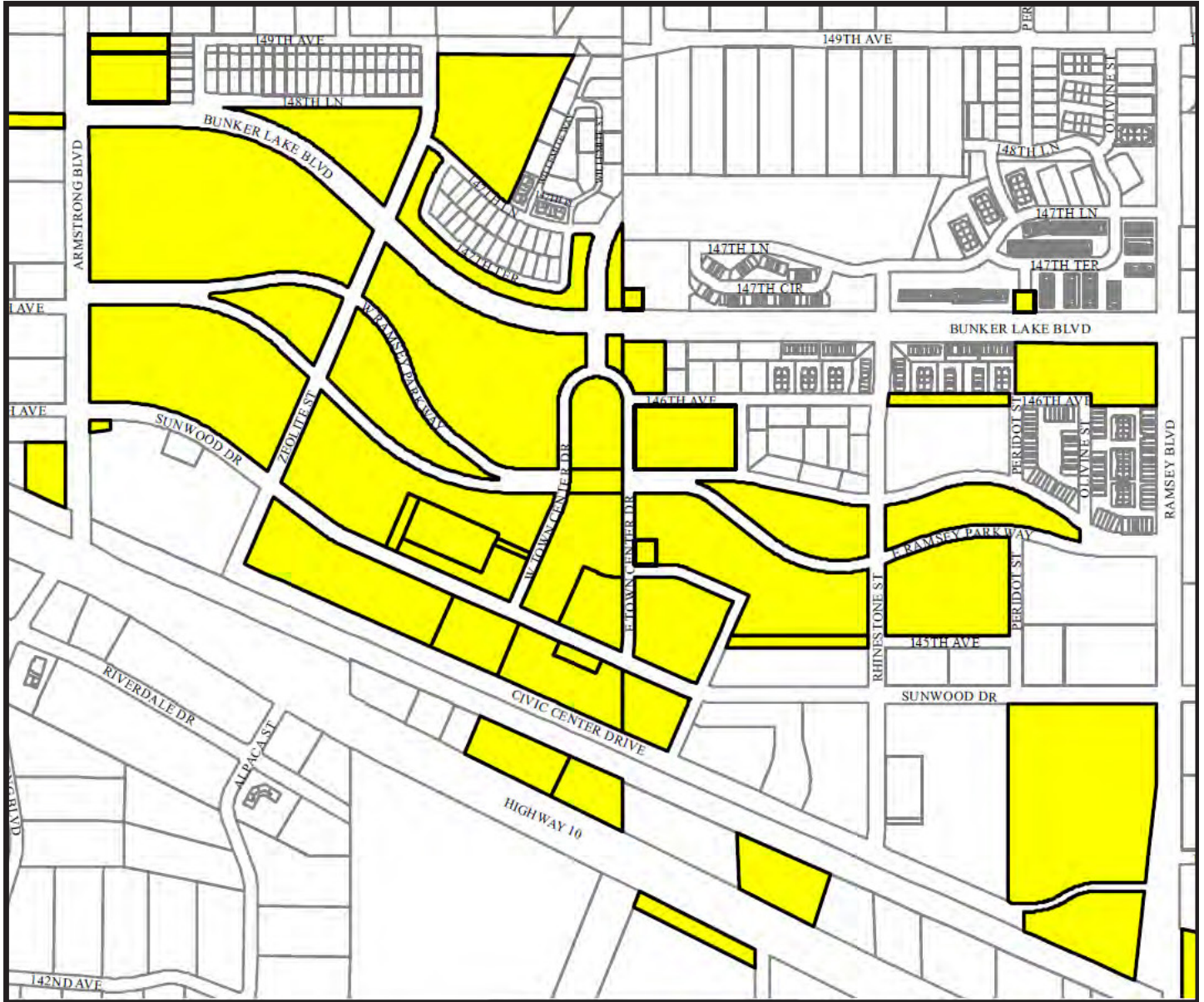
PROPERTY SUMMARY

Below is a mockup of the subject property:



PROPERTY SUMMARY

City Owned Parcels in The COR



MARKETING MATERIALS - Examples

WEB PAGE OVERVIEW EXAMPLE

Global > United States > Minneapolis-St. Paul > Hazeltine Land

PROPERTY PROFILE **Hazeltine Land**
 +/- 15 Acres of Land Adjacent to Hazeltine National Golf Club

- Property Overview
- Brochure
- Aerials
- Demographics
- Maps
- Taxes
- Resources

Excellent opportunity for development adjacent to the prestigious Hazeltine National Golf Club, and to area retail including Target, Kohl's, Home Depot and Rainbow Foods, among others. The site offers terrific access and frontage onto Pioneer Trail and Hundertmark Road, and easy access to Highway 41 (Hazeltine Boulevard), Highway 212, and State Highway 5.

www.cbre.com

For Sale
952 924 4600

Richard Palmiter
Brian Pankratz
David Daly

SIGNAGE EXAMPLE

CBRE signage will be placed in accordance with local sign ordinances. Our signage and our colors are recognized throughout the Twin Cities area and all across the world.

± 15 Acres of Mixed-Use Land for Sale
Adjacent to Hazeltine Golf Course
 Chaska, MN 55318

[PROPERTY WEBSITE](#)
[TEAM WEBSITE](#)

The City of Chaska is a rapidly growing market in the Southwest part of the Twin Cities. As Chaska has grown the town has been able to keep its small charm feel with a variety of housing types, abundance of parks and recreational facilities, along with a desirable school district. The established retail base of Target, Home Depot, Kohl's, and Rainbow Foods creates a strong hub for retail users, office users, medical office users, or residential developers looking to expand in Chaska and serve the southwest Twin Cities markets. The site offers immediate access to Hwy 212, CR 41, and Pioneer Trail.

Richard Palmiter
 Vice President
 +1 952 924 4603

Brian Pankratz
 Vice President
 +1 952 924 4665

CBRE 09/12/2013 4400 West 78th Street | Suite 200 | Minneapolis, MN 55435

BROCHURE EXAMPLE

Our marketing team will prepare a 2-sided, full-color 8-1/2 x 11" brochure, which will be forwarded to prospective users and brokers on an as-needed basis. The piece will outline the key strengths of your property and will include aerial photography, location map, floor plan, site plan, and other pertinent details.

MARKETING MATERIALS - Examples

E-BLAST EXAMPLE

E-mail has made it much easier to contact up to as many as 1,500 brokers on a monthly basis, with PDF files attached with all the pertinent information. This ensures that we have a “marketing touch” to the brokerage community with a frequency that keeps the property’s availability fresh in the minds of the active brokers.

Adjacent to Hazeltine National Golf Course

± 15 ACRES OF LAND

Hundertmark Road and Pioneer Boulevard

Chaska, MN 55318

WEBSITE

NOW AVAILABLE

- Adjacent to existing retail, including Target, Kohl's, Rainbow and Home Depot
- Opportunity for new construction in constrained market place
- Good access and visibility
- Immediate access to Pioneer Trail, easy access to Hwy 41 (Hazeltine Blvd), Hwy 212, and State Hwy 5
- Convenient proximity to Chaska, Chanhassen and Eden Prairie

LISTING REPORT

Date

Listing:	
Client:	
Client Contact:	
Acreage:	
Location:	
Description:	
Broker Contact:	
Listing Price:	
Listing Expiration:	

Tasks/Status	Description	Deadline	Completed	
1	List data on Loopnet, Costar, MNCAR, CBRE's Internal HUB			
2	Install Onsite Signage			
3	Brochure			
4	E-Marketing (Campaign Logic Program) - Local LSG and CBRE databases			
5	Analyze Campaign Logic Report			
6	Update Brochure			
7				
8				
9	Ongoing Inquiry/Lead Follow Up			
Inquires/Leads	Contact	User/Company	Date	Comments
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
Comments Regarding Activity/Market	Comments	Date		
1				
2				
3				
4				

MONTHLY CLIENT REPORT EXAMPLE

The marketing team will provide the owners a monthly marketing update of new prospects, marketing activities, and status updates on existing prospects. In addition we will make contact via phone calls and emails, updating on any interested prospects.

REFERENCES

Please provide five (5) business/trade references. For each reference, include the name and address of the client and the name and telephone number of a contact person.

- 1) Jay Gardner – **Ford Motor Company**
Director of Real Estate
330 Town Center Drive, Suite 1100
Dearborn, MI 48126
(313) 248-8377
jgardne1@ford.com

Jay Gardner is Director of Real Estate, Ford Land, a wholly-owned subsidiary of Ford Motor Company, responsible globally for all real estate, construction, and facility management. CBRE is contracted by Ford Land to perform transaction management services, portfolio management services, project management, and appraisals/valuation services for Ford's real estate portfolio globally (except Europe) on behalf of Ford Land. Mr. Gardner is employed by CBRE in Dearborn, Michigan and is assigned to Ford Land.

- 2) Dan Williams – **Meritex (Highcrest Park)**
Chief Investment Officer
24 University Ave NE, Suite 200
Minneapolis, MN 55413
(651) 855-9671
dwilliams@meritex.com

- 3) Steve Juetten – **City of Plymouth**
Community Development Director
3400 Plymouth Blvd.
Plymouth, MN 55447
(763) 509-5401
sjuetten@ci.plymouth.mn.us

- 4) Ian Peterson – **Pulte Homes**
Director of Land Operations
7500 Office Ridge Circle, Suite 325
Eden Prairie, MN 55344
(952) 988-8210
ian.Peterson@Pulte.com

- 5) Steve Mathison - **Hearthstone (Rottlund Portfolio)**
Senior Investment Manager
9 Crystal Lake Rd. Suite 150
Lake in the Hills, IL 60156
(847) 658-3107
smathison@hearthstone.com



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City of Ramsey

**STATEMENT OF GOALS:
167TH AVENUE AND TRUNK HIGHWAY 47 RETAIL NODE**

BACKGROUND

The retail node located at 167th Avenue and Trunk Highway 47 has been a topic of discussion with City Councils and EDA boards for several years (“167/47 Node”). The 167/47 Node has struggled to become economically viable for some time, is experiencing high vacancy rates, an increase of blighted building conditions and escalating crime.

The City has received a significant number of inquiries from property and business owners located in the 167/47 Node from 2012 to 2013 requesting assistance to address concerns. Additionally, the City of Ramsey owns an inventory of real property located adjacent to the 167/47 Node totaling 16.52 acres. Said property was identified as surplus City owned land in 2012 and is available for sale.

The EDA, Planning Commission and City Council have expressed interest in addressing the 167/47 Node.

PURPOSE

Guide City participation in the redevelopment of the 167/47 Node; and, specifically identify a common goal, vision, working parameters and garner public input.

The desired outcome of this document is to develop a clear, consistent, transparent and fair process the City, prospective developers, property owners and Staff can rely on as proposals are received. The Ramsey Economic Development Authority (EDA) shall act as first point of contact for City in relation to the 167/47 Node by utilizing this Statement of Goals.

Note: The City Council makes all final policy decisions; which may deviate from this document. This document is not a legally binding agreement.

GOAL

To improve and/or remove blight from *properties-of-concern* and encourage sustainable market-driven redevelopment of the 167/47 Node that will benefit the entire City of Ramsey.

Please reference Appendix A: Primary Area of Concern.

VISION

A mixture of residential and retail uses. Residential users may include single family residential, townhomes, or senior living units as directed by the market. Retail will include a market driven neighborhood commercial node. Redevelopment of the 167/47 Node should include a connection to Elmcrest Park and/or nearby trails where feasible.

PARAMETERS

Listed below are a number of parameters intended to develop a clear, consistent, transparent and fair process the City, prospective developers, property owners and Staff can rely on as proposals and inquiries are received.

- A. CITY LAND ACQUISITION: The City does not support purchasing property to redevelop the 167/47 retail node.

- B. MARKETING: The Ramsey EDA does support facilitating a professional marketing package for the 167/47 retail node to entice redevelopment/investment; which would include:
 - I. Information matrix: asking prices, County valuations, tax information, utility information, ownership buy-in, maps, current zoning information, future land use information, etc.

 - II. An inventory of what City and State financial assistance options exist for a potential redevelopment project.

 - III. List of desirable uses (i.e. retail and wide range of residential); and, other allowable uses (i.e. compatible to surrounding residential)

 - IV. Professional material developed in partnership with the City and proactively marketed by a third party broker. Broker will be chosen by ownership group.

 - V. Marketing material shall be paid for by the ownership group. The Ramsey EDA is willing to considering financially contributing to this effort.

- C. ZONING:
 - I. The City would support a Comprehensive Plan and Zoning Amendment to allow retail or residential (of the appropriate density that balances compatibility of the surrounding area and market viability) land uses at 167/47 Node.

 - II. The Planning Commission will review requests for additional Permitted or Conditional Uses.

- D. CITY FINANCIAL ASSISTANCE:
 - I. AVAILABLE TOOLS:
The City has a number of financial assistance programs potentially available for qualified projects; including
 - 1.Redevlopment Tax Increment Financing District (TIF)
 - 2.Tax Abatement
 - 3.EDA Revolving Loan Fund (RLF)
 - 4.Anoka County HRA Account
 - 5.State Redevelopment Grant and Loan Program
 - 6.Land Write Down (City Owned Parcels)

The City will consider all financial assistance programs listed above only for projects that directly address existing blighted properties; see Appendix A: Primary Area of Concern.

Utilization of financial assistance requires completion and approval of a Business Subsidy Application by the Ramsey EDA and City Council. Consideration will be based on the merits of an individual project and community benefit.

II. EDA REVOLVING LOAN FUND (RLF)

Upon adoption of this Statement of Goals, the Ramsey EDA will review alternatives to utilize the City's existing Revolving Loan Fund (RLF) to stimulate cleanup and revitalization of the 167/47 Node. This *may* include, but is not limited to the following:

- i. Storefront Matching grants to help encourage/spark the 'clean-up' or improved 'curb-appeal' of properties. For example, a matching grant with a \$10,000 maximum City contribution.
- ii. Revitalization Loan Program: low interest loans that are tied to revitalizing properties to a marketable condition.

NOTE: the City has about \$275,000 available for these types of programs. This effort would require the creation and adoption of new program policies.

III. PEDESTRIAN UNDERPASS

It has been requested, for the City to consider funding a pedestrian underpass to connect the east and west side of MN trunk Highway 47. A pedestrian underpass would increase public safety, enhance connectivity to and from Elmcrest Park and increase foot traffic to retail businesses.

At this point, the City will not pre-commit a specific funding source, or specific dollar amount, to a pedestrian underpass. The City would react to this specific request at the time of future development; and, would base their response on the merits of a project—and the value it will bring to the community. Examples of potential funding solutions below:

- i. Cost Share Agreement with developer (most desired)
- ii. Redevelopment TIF District proceeds
- iii. Grant Programs (various)
- iv. Park/Trail Dedication Fees (from 167/47 area, new development)
- v. Land Write Down Contribution (city owned parcels)
- vi. Anoka County HRA Account

NOTE: When future development occurs, the City will consider methods beyond a pedestrian underpass for increasing safety at the 167/47 intersection.

IV. SEWER TRUNK FUND

The 167/47 Node is not currently connected to City sanitary sewer service. Extending sanitary sewer service to this node will make properties more attractive for future development and will provide existing property owners with an alternative to the use of septic tanks.

Presently, the City of Ramsey is not willing to *fully* fund a special sanitary sewer service line to the 167/47 Node. However, if a property owner (or developer) was willing to share the cost of extending sewer service, the City would be willing to discuss an agreement.

NOTES:

The cost of extending a special 8” force main sanitary sewer line to the 167/47 Node is estimated to be \$1.5M. It is estimated, at full build out, the special 167/47 Node sewer trunk line would recapture \$500,000-\$750,000 in sewer trunk fees (based on 2012 adopted sewer trunk fees). Therefore, a shortfall of \$750,000-\$1M in funding would occur.

Additionally, extending an undersized, special, sanitary sewer line to the 167/47 node may result in extra costs (in the long run) if the City ever decided to serve the north east portion of the Ramsey with sanitary sewer service.

Today, the City does have sufficient trunk fund dollars to pay for the 167/47 Node special sanitary sewer line. However, the City is planning for sanitary sewer service in three other future growth locations in Ramsey. Unlike the 167/47 Node, said areas do have sufficient forecasted development capacity to fully recapture the cost of proposed future sanitary sewer trunk lines.

PUBLIC INPUT:

Two levels of public input were critical to this Statement of Goals: (A) Primary Property Owners; and (B) Surrounding Property Owners.

A. Primary Property Owners:

Primary property owners are outlined in Appendix B.

The City does support facilitating an ownership meeting group to brainstorm options, share information and to investigate opportunities for redevelopment and additional uses that are compatible with the surrounding residential area. This effort will be led by the Economic Development Authority (EDA).

The City desires a consistent, collaborative approach with a single voice amongst all property owners. Several separate messages per individual property owner is not a desired nor effective approach.

The City has received direction from surrounding property owners to market the entire 167/47 Node as an opportunity to developers—rather than only marketing properties individually. Through the EDA, the City will explore options to support a joint marketing effort for the 167/47 Node.

B. Surrounding Property Owners:

On September 26, 2013, the City of Ramsey hosted a collaborative public process with residents to discuss opportunities and barriers for redevelopment of the 167/47 Node. The intent of this process was to garner general public input before specific development proposals were crafted and reviewed by the City; and, before this Statement of Goals was adopted. The planning and facilitation of this public input process was led by the Planning Commission. 232 nearby property owners were invited via direct mailing, 26 participants registered and staff estimates over 30 people attended.

The following summarized public input was received:

I. PUBLIC UN-DESIRED USES

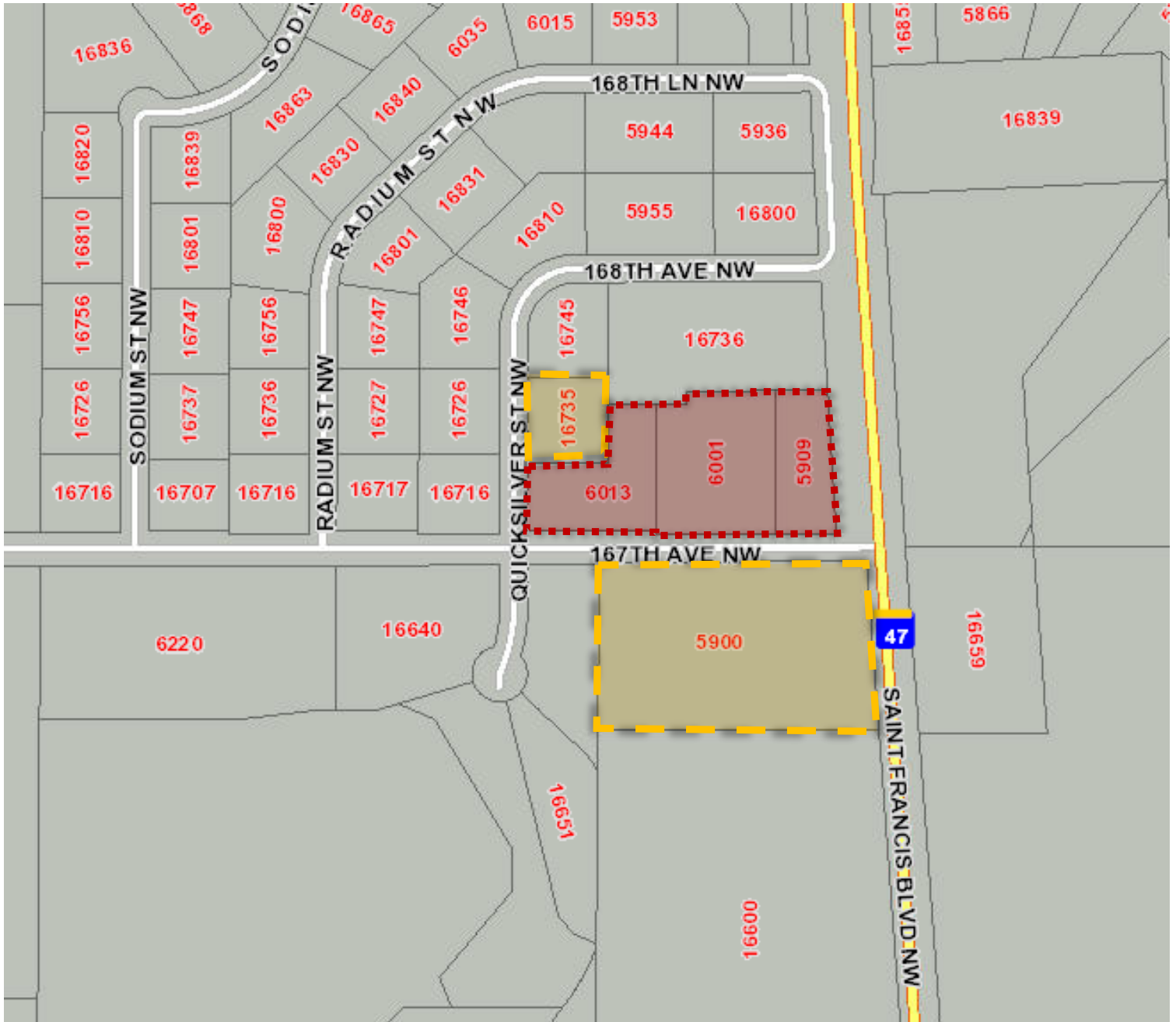
- Manufacturing
- Warehousing (in most cases)
- High density housing

II. PUBLIC DESIRED USES/IMPROVEMENTS

- Grocery store, coffee shop, convenience store, gun range, bar/lounge, hardware store, restaurant
- Anchor businesses
- Single family homes, retirement homes
- Townhomes are acceptable (in most cases)
- City support, light at intersection, address septic/sewer
- More rooftops and population needed

APPENDIX A

RED [Sort Dash]: Primary Area of Concern
YELLOW [Long Dash]: Secondary Area of Concern



BUSINESS SUBSIDY AGREEMENT

This Business Subsidy Agreement (this "Agreement") is made as of the 15th day of January, 2010, between the City of Ramsey, Minnesota, a Minnesota municipal corporation (the "Grantor") and Sophia-Ramsey, LLC, a Minnesota limited liability company, (the "Recipient"). In order to satisfy the provisions of Minnesota Statutes, Sections 116J.993 through 166J.995 (the "Act"), the Recipient acknowledges and agrees as follows:

1. Description of the Business Subsidy.

(a) *The Project.* The Recipient will be undertaking the following project within the Grantor's area of operation: The renovation/building improvements of 7900 Sunwood Drive, STE 100-400, Ramsey, MN 55303 and related site improvements in order to establish a restaurant, as defined herein (the "Project").

(b) *Type of Business Subsidy.* The Business Subsidy consists of the following assistance to the Recipient for the Project: Below market, forgivable loan to finance the Sewer Access Charges ("SAC") and Water Access Charges ("WAC") associated with the restaurant build-out for the Project (the "Business Subsidy").

(c) *Amount of the Business Subsidy.* The amount of the Business Subsidy granted to the Recipient under this agreement has a value of \$104,356.00. This is based upon a \$104,356.00 below market loan related to financing the SAC and WAC associated with the restaurant build-out for the Project.

2. **Public Purpose for the Business Subsidy.** The public purpose of this Business Subsidy is to:

(a) To increase the number and diversity of jobs that offer stable employment and attractive wages and benefits.

(b) To enhance and diversify the City's economic base.

(c) To encourage unsubsidized private development.

3. Why the Business Subsidy is needed.

The Business Subsidy is needed because the costs associated with the SAC and WAC for the project make a potential restaurant project economically unfeasible. A lease agreement with a restaurant tenant and the Recipient could not be reached without this Business Subsidy.

4. **Job and Wage Goals for the Business Subsidy.** Recipient agrees to create at least 15 full time equivalent jobs and a wage rate at least equal to or exceeding the rate outlined in the adopted business subsidy policy within two years of the benefit date. Following a public hearing the Grantor may determine that the creation or retention of jobs is not a goal of providing the Business Subsidy and the wage and job goals for the Business Subsidy are then set at zero.

5. Continued Operations. The Recipient agrees to continue the restaurant operations at the location of the Project for at least five years after the Benefit Date. As used herein "Benefit Date" means the date the Business Subsidy is received. The Business Subsidy is for improvements to property, therefore the Benefit Date refers to the earliest of either: when the improvements are finished for the entire Project; or when the Recipient occupies the property.

6. Financial Obligation of the Recipient if Recipient Does Not Fulfill this Agreement. If the Recipient does not fulfill this Agreement, the Recipient will repay all of the Business Subsidy to the Grantor plus interest ("Interest") set at the implicit price deflator defined in Minnesota Statutes, Section 275.70, Subd. 2, accruing from and after the Benefit Date, compounded semiannually. Said repayment will be pursuant to the terms and conditions of Note One.

7. Business Subsidy Contingency. The amount of the Business Subsidy is \$104,356.00 which is the total of the SAC and WAC. As a guarantee for Recipient to fulfill this Agreement, Recipient shall upon execution of this Agreement:

(a) Pay to Grantor \$29,400.00 cash as a payment on the SAC. Said payment shall be made within 15 days of the execution of Note 1 and Note 2. Grantor shall pay the balance of the SAC (\$29,400.00) to the MWCC. Said payment to the MWCC shall not be paid by the Grantor until Grantor has received Recipient's \$29,400.00 payment.

(b) Execute Note One in the principal amount of \$74,956.00. The said \$74,956.00 is the total of the Grantor's \$29,400.00 SAC payment and the City's \$45,556.00 WAC fee.

In order to complete its agreement to provide \$104,356.00 in Business Subsidy, Grantor, as maker, will execute Note Two. Note Two is a promise by Grantor to repay to Recipient the \$29,400.00 cash it paid on the SAC fee. Note Two will be paid over a term of five (5) years at the rate of \$5,880.00/yr, be non-interest bearing and paid only if the Restaurant contingency is satisfied.

8. Reporting Requirements.

(a) The Recipient agrees to furnish to the Grantor on or before March 1 in each year the report required in Section 16J.994, Subd. 7 of the Act on forms developed by the Minnesota Department of Trade and Economic Development (the "Reports").

(b) If the Grantor does not receive the Reports, it will mail the Recipient a warning within one week of the required filing date. If within 14 days of the post marked date of the warning the Reports are not made, the Recipient agrees to pay to the Grantor a penalty of \$100 for each subsequent day until the Reports are filed up to a maximum of \$1,000.

9. Parent Corporation. There is no parent corporation for the Recipient.

10. Other Grantors. The following is a list of all financial assistance to be provided by all grantors for the Project: None.

11. Miscellaneous Provisions. The following miscellaneous provisions are a part of this Agreement.

Amendments. This Agreement, together with any Related Documents, constitutes the entire understanding and agreement of the parties as to the matters set forth in this

Agreement. No alteration of or amendment to this Agreement shall be effective unless given in writing and signed by the party or parties sought to be charged or bound by the alteration or amendment.

Caption Headings. Caption headings in this Agreement are for convenience purposes only and are not to be used to interpret or define the provisions of this Agreement.

Governing Law. This Agreement will be governed by the laws of the State of Minnesota.

Severability. If a court of competent jurisdiction finds any provision of this Agreement to be illegal, invalid, or unenforceable as to any circumstance, that finding shall not make the offending provision illegal, invalid, or unenforceable as to any other circumstance. If feasible, the offending provision shall be considered modified so that it becomes legal, valid and enforceable. If the offending provision cannot be so modified, it shall be considered deleted from this Agreement. Unless otherwise required by law, the illegality, invalidity, or unenforceability of any provision of this Agreement shall not affect the legality, validity or enforceability of any other provision of this Agreements.

Successors and Assigns. All covenants and agreements by or on behalf of Recipient contained in this Agreement or any Related Documents shall bind Recipient's successors and assigns and shall inure to the benefit of Grantor and its successors and assigns. Recipient shall not, however, have the right to assign Recipient's rights under this Agreement or any interest therein, without the prior written consent of Grantor.

Survival of Representations and Warranties. Recipient understands and agrees that in making this Agreement, Grantor is relying on all representations, warranties, and covenants made by Recipient in this Agreement or in any certificate or other instrument delivered by Recipient to Grantor under this Agreement or the Related Documents. Recipient further agrees that regardless of any investigation made by Grantor, all such representations, warranties and covenants will survive the making of this Agreement and delivery to Grantor of the Related Documents, shall be continuing in nature, and shall remain in full force and effect until such time as Recipient's indebtedness shall be paid in full, or until this Agreement shall be terminated in the manner provided herein, whichever is the last to occur.

Time is of the Essence. Time is of the essence in the performance of this Agreement.

12. **Term of Agreement.** This Agreement will be in full force and effect until the earlier of the Recipient meeting all of its obligations hereunder or the provisions of the Act no longer apply to the Grantor, the Recipient or the Project, in which this Agreement will be terminated. The Grantor and Recipient have executed this Agreement as of the date written above.

13. **Definitions.** The following capitalized words have the following meanings when used in this Agreement.

Agreement. The word "Agreement" means this Business Subsidy Agreement as this Business Subsidy Agreement may be amended or modified from time to time, together with all exhibits and schedules attached to this Business Subsidy Agreement from time to time.

Benefit Date. The words "Benefit Date" means the date the Business Subsidy is received.

Business Subsidy. The words "Business Subsidy" mean a below market forgivable loan to finance the SAC and WAC.

Fiscal Year. The words "Fiscal Year" mean October 1 through September 30 of the year referenced.

Grantor. The word "Grantor" means the City of Ramsey, Anoka County, Minnesota, a Minnesota municipal corporation, which City is granting the business subsidy.

Note One. The word "Note One" means the Note executed by Sophia-Ramsey, LLC as maker, in the principal amount of \$74,956.00 dated January 15, 2010, together with all renewals of, extensions of, modifications of, refinancing of, consolidations of, and substitutions for the Note One or credit agreement. The Note One shall have the following terms:

Maker	Sophia-Ramsey, LLC
Lender	City of Ramsey, a Minnesota municipal corporation
Principal Amount	\$74,956.00
Interest Rate	Three percent (3%)
Term	Five (5) Years
Annual Payments	\$16,366.98 due annually each October 1 st commencing with October 1, 2010 and continuing each October 1 st thereafter until October 1, 2014 when all interest and principal shall be due in full.
Balloon Payment	None
Payment in Lieu of Annual Payment	If a Restaurant is operated on the Site for a minimum of seven (7) full months during any Fiscal Year during the Term of Note One, the Lender will credit the principal and interest due on Note One in the amount of \$16,366.98 annually. No such credit will be given after October 1, 2014.

Note Two. The word "Note Two" means the Note executed by the City of Ramsey, a Minnesota municipal corporation as maker, in the principal amount of \$29,400.00 dated January 15, 2010, together with all renewals of, extensions of, modifications of, refinancing of, consolidations of, and substitutions for the Note Two or credit agreement. The Note Two shall have the following terms:

Maker	City of Ramsey, a Minnesota municipal corporation
Lender	Sophia-Ramsey, LLC

Principal Amount	\$29,400.00
Interest Rate	Zero percent (0%)
Term	Five (5) Years
Annual Payments	\$5,880.00 due annually each October 1 st commencing with October 1, 2010 and continuing each October 1 st thereafter until October 1, 2014 when the principal shall be due in full. PROVIDED, HOWEVER, that Maker will not be required to pay any annual payments in the event a Restaurant is NOT operated on the Site for a minimum of seven (7) months during the Fiscal Year. No payments will be required by Maker after October 1, 2014.
Balloon Payment	None

Project. The word "Project" means the renovation/building improvements of 7293 square foot of 7900 Sunwood Drive NW, Suite 100-400, Ramsey, MN which property is located on the following legally described property:

Lot 1, Block 1, Ramsey Town Center 3rd Addition, Anoka County, Minnesota.

Recipient. The word "Recipient" means Sophia-Ramsey, LLC, a Minnesota limited liability company which LLC is receiving the business subsidy granted herein.

Related Documents. The words "Related Documents" mean all promissory notes, credit agreements, loan agreements, and all other instruments, agreements and documents, whether now or hereafter existing, executed in connection with the Loan.

Restaurant. The word "Restaurant" means an eating facility, under the control of a single proprietor or manager, where meals are regularly prepared on the premises, where full waitress/waiter table service is provided, where a customer orders food from printed menus and where the main food course is served and consumed while seated at a single location. To be a restaurant as defined by this term in this Agreement, an establishment shall have a license from the state as required by Minnesota Statutes §157.16, as it may be amended from time to time, and meet the definition of "large establishment" as defined in said Minnesota Statutes §157.16. An establishment which serves prepackaged food that receives heat treatment and is served in the package or frozen pizza that is heated and served, shall not be considered to be a Restaurant for purposes of this Agreement unless it meets the definition of "large establishment". Minnesota Statutes §157.16 is attached hereto as Exhibit A and is incorporated herein as if fully set forth at this point.

Sewer Access Charge. The words "Sewer Access Charge" ("SAC") mean the fee required to be paid to the Metropolitan Waste Control Commission for properties to connect to the Metropolitan Waste Control Commission's public sanitary sewer system. The amount of the SAC for the Project is \$58,800.00.

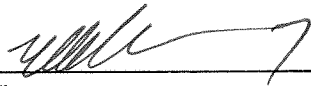
Site. The word "Site" or "the Site" means the property commonly known as 7900 Sunwood Drive NW, Suite 100-400, Ramsey, MN which property is located on the following legally described parcel:

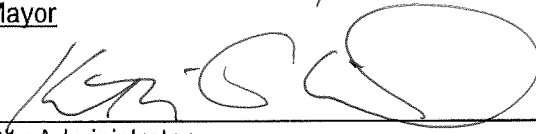
Lot 1, Block 1, Ramsey Town Center 3rd Addition, Anoka County, Minnesota.

Water Access Charge. The words "Water Access Charge" ("WAC") mean the fee required by the City of Ramsey for properties to receive municipal through the said City's municipal water system. The amount of WAC for the Project is \$45,556.00.

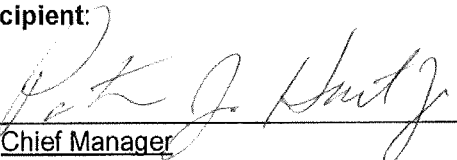
RECIPIENT ACKNOWLEDGES HAVING READ ALL THE PROVISIONS OF THIS BUSINESS SUBSIDY AGREEMENT AND RECIPIENT AGREES TO ITS TERMS. THIS BUSINESS SUBSIDY AGREEMENT IS DATED January 15, 2010.

Grantor:

By 
Its Mayor

By 
Its City Administrator

Recipient:

By 
Its Chief Manager

EDA Updates 11082013

(1) Expo Date

Move forward with determining April 19th or May 10th; based on availability at Fountains of Ramsey

(2) Old Municipal Center Site Development

Background

The City's Economic Development Authority (EDA) and Council are in the process considering the future development of the "Old Municipal Center Site." The City is considering two general development scenarios for the 20.5 acre site: (A) data center development and (B) residential development.

Today, the *Old Municipal Center Site* is zoned Public/Quasi Public. On Tuesday, June 12, 2013 the Council considered submitting an application to the Planning Commission to amend the City's Comprehensive Plan to allow for either a data center or residential user. The Council decided to re-engage surrounding property owners regarding a data center development before submitting a Comprehensive Plan Amendment application to the Planning Commission; for either type of use.

On July 9, 2013 the City Council directed Staff to formulate a study group consisting of various stakeholders; including: surrounding property owners, at large Ramsey residents, one Planning Commission member, one Economic Development Authority member and one City Council member.

The purpose of the Study Group is to better understand under what circumstances would a data center development be an acceptable use for the Subject Property. The key outcome of this process is a proposal for Council consideration; which will include (1) further documentation/information addressing specific concerns (2) mitigation proposals addressing specific concerns (3) updated site concept maps.

Update

The OMC study group met for the first time on Monday, November 4, 2013 to hold a scoping meeting. The meeting began with introductions and a presentation by City staff—which, outlined the history/ background of OMC site. At the conclusion of the presentation, the OMC study group was asked to brainstorm topics (i.e. concerns) they would like to discuss moving forward—with the intention of diving into each concern in detail at subsequent meetings.

A number of concerns/ topics were raised by the OMC study group during in the scoping meeting—and, initial/ preliminary discussions and dialog took place. Topics included: Noise, Aesthetics/Building Design, Property Values, Traffic, Safety and Electrical Field Hazards. A copy of the written comments from the scoping meeting are attached for your review.

Based on consensus from the OMC study group, listed below is the proposed* meeting schedule:

- a. Meeting 1: Noise (Monday, December 16, 6:00 p.m., Lake Itasca Room)—Update at EDA mtg.
- b. Meeting 2: Aesthetics/Building Design, Property Values
- c. Meeting 3: Traffic, Safety, Electrical Field Hazards

d. *Subject to change, per the OMC study group.

(3) COR Apartments

Staff has a meeting set with COR Apartments on Monday, December 16th. Current leases: 74 at above pro-forma rates.

(4) Sophia-Ramsey Agreement Termination Request

Please see agenda as this item requires action.

(5) Prospect Updates

Diamond Graphics

LAST UPDATE: DECEMBER

Diamond Graphics purchased a 4.8 acre City owned parcel for \$410,000 in July 2013 for the purpose of expansion from their existing site located at 14280 Azurite St NW. All walls and roof of the new 30,000 sq. ft. structure are up at this time, as planned.

Prospect Alpha

LAST UPDATE: DECEMBER

A small sized Ramsey precision manufacturer is experiencing significant growth and is looking to expand at their existing location in 2014. However, due to size limitations of their existing site, this manufacturer is also looking for a long term solution. Staff is working with this prospect to provide options for expansion on their existing site as well as other locations in Ramsey. NOTE: Staff has worked with this prospect multiple times over the past few years. This prospect has indicated interest in utilizing State and City loan funds for the purchase of a 5-axis CNC machine. Prospect was offered assistance in filling out the applications (walking them through the process)—applications were provided. No feedback to date.

(6) Business Retention & Expansion Program

Update

Police Department continues to visit businesses. With additional staff in the capacity of an EDA Manager, BR&E activities will commence in January 2014—and have begun informally. I am proposing utilizing Greater MSP's program for use of their Salesforce system (aggregate data, trend mapping, potential project management components as well). Use of this system not only is free, at this time, but benefits our community through proper database management and provides regional data utilized to drive strategic economic development initiatives (which sectors to target, issues to correct, funding needed through DEED, legislative adjustments, etc.). Questions to be asked will be a combination of our existing questions and Greater MSP's. This objective is an effort to streamline our efforts and strengthen the relationship with Greater MSP and their team (business investment team as well). Staff will showcase Greater MSP's system and resources at the meeting.

(7) 167/47 Commercial Node

Update

Discuss potential initiatives to provide conversation prods for the upcoming public input session; January 16th at 6pm in the Lake Itasca room. Staff has meetings set with various property owners for introduction purposes as well as for new Staff to increase understanding and scope of project. Please see the attached Statement of Goals for discussion and to craft potential agenda items for January 16th.

(8) Future Business Park

Background

Historically, the City of Ramsey has remained competitive in economic development recruitment and expansion opportunities. Unfortunately, the City of Ramsey has recently run low on an inventory of available land for business recruitment (new businesses) and expansion (existing business). Therefore, the City of Ramsey is currently not in a strong position to compete for economic development prospects.

The Ramsey City Council and EDA have recognized the state of the City's economic development position and have identified finding a solution a priority. For the past three months the EDA has discussed potential future business park locations. The EDA reviewed six major sites. As a result, the EDA provided staff with direction to pursue the Al Pearson Site (north) as the primary future business park for the City. Said action included a public input process and a feasibility study (to begin the process).

Update

The City held a public input session on December 12, 6:00 p.m. at the Ramsey Municipal Center regarding a potential future land use change (i.e. allowing for a business park) on the Al Pearson property and planning around that area and up to Armstrong. The feedback was welcomed and is helpful for Staff in determining its future land use. General consensus of the attendees was to create a mix of residential on the northern side of the Pearson property with commercial on the southern side flowing into the Hageman property south of Bunker and transitioning to retail towards Armstrong. The property owners have expressed thanks in being a part of the planning process and were open to business park usage, with some caveats. With this feedback, Staff will work internally to summarize the conversation more formally and offer suggestions based upon it (i.e. a rough zoning map). Staff is working to collect basic information in regards to planning a business park in that area-- information includes an analysis of estimated costs for infrastructure, potential users/hot industries to cater the park towards, preferred broker insight, utility usage, etc.

(9) Award Letters/Plaques

Update

Formal letters were drafted, placed in plaques, signed by various City officials and recently delivered to:

- a. New Business: Midwest Overhead Crane Corporation
- b. Local Business Awarded: Cornerstone Custom Construction, BBB Award for Ethics
- c. New Business: Skeeter Boat Center

(10) 2014 Work Plan Review

Please see agenda for attached supportive documents. This items requires input and potential action.

(11) RFQ, Real Estate Services

[Update](#)

Staff received 10 proposals from brokers in response to the most recent RFQ for Brokerage Services. Of the 10, 3 were interviewed. Those 3 include; Northco, CBC Griffin, and CBRE. Those not selected to move forward include; KW Coon Rapids, KW Elk River, Arthur Grant, Edina Realty, Mid-America, Premier Commercial Properties, and American Dream Realty Midwest. Staff was satisfied with the responses and identified 3 finalists, which were then interviewed. The interview process and further analysis led to a recommendation by Staff to move forward with CBRE. On December 10th the City Council accepted Staff's recommendation to select CBRE of Minneapolis to be our preferred real estate broker. With Council's approval we will now begin negotiations of an agreement (listings, terms, etc.). Attached is CBRE's proposal.