

City of Ramsey
Agenda
Economic Development Authority (EDA)
Thursday, July 16, 2020
7:30 am

Council Chambers, 7550 Sunwood Drive NW

The City reserves the right to limit attendance inside the Council Chambers to maintain social distancing requirements due to the COVID-19 Pandemic. If you can join remotely, you should join remotely. Join us via computer at www.cityoframsey.com/meetings.

1. **Call to Order**
2. **Approve Agenda**
3. **Approve Minutes**
 1. Approve Meeting Minutes for June 11, 2020
4. **EDA Business**
 1. Consider Guidelines for Business Grant Program - Phase 2 COVID-19 Business Assistance Program Using CARES Act Funding Allocation
 2. Consider CBRE Listing Agreement for City Owned Land
 3. Anoka Area Chamber of Commerce: Manufacture Cohort: 2020 Partnership Subscription Renewal
5. **Member/Staff Input**
6. **Adjournment**

Economic Development Authority (EDA)

3. 1.

Meeting Date: 07/16/2020

Submitted For: Sean Sullivan, Community Development

By: Wendy Schlueter, Community Development

Title:

Approve Meeting Minutes for June 11, 2020

Purpose/Background:

Purpose: The purpose is to approve the meeting minutes for the EDA meeting held the prior month. Background: The meeting minutes are attached for review and approval.

Notification:

Observations/Alternatives:

Funding Source:

Recommendation:

Approval of June 11, 2020 meeting minutes

Action:

Motion to approve June 11, 2020 EDA meeting minutes.

Attachments

[June 11 EDA Meeting Minutes](#)

Form Review

Inbox

Sean Sullivan

Tim Gladhill

Form Started By: Wendy Schlueter

Final Approval Date: 07/09/2020

Reviewed By

Sean Sullivan

Tim Gladhill

Date

07/07/2020 04:23 PM

07/09/2020 08:52 AM

Started On: 06/22/2020 11:47 AM

**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, June 11, 2020, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Jim Steffen
 Member Brian Burandt
 Member Scott Cords
 Member Glen Hardin
 Member Ryan Heineman
 Member Mark Kuzma
 Member Chris Riley

Members Absent: None

Also Present: Sean Sullivan, Economic Development Manager
 Tim Gladhill, Deputy City Administrator
 City Councilmember Debra Musgrove (Alternate)

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 Cords, to approve the agenda.

A roll call vote was performed by the Deputy City Administrator:

Commissioner Heineman	aye
Commissioner Cords	aye
Commissioner Burandt	aye
Commissioner Riley	aye
Commissioner Kuzma	aye
Commissioner Hardin	aye
Chairperson Steffen	aye

Motion carried.

Deputy City Administrator Gladhill read a statement related to the COVID-19 pandemic and local state of emergency. In declaring this Local State of Emergency, the City of Ramsey has

determined that in person meetings and meetings conducted under Minnesota Statutes Section 13D.02 are not practical or prudent because of the declared health pandemic emergency.

3. APPROVE MINUTES

3.01: Approve Meeting Minutes Dated May 14, 2020

Motion by Member Riley, seconded by Member Hardin, to approve the May 14, 2020, minutes as presented.

A roll call vote was performed by the Deputy City Administrator:

Commissioner Heineman	aye
Commissioner Cords	aye
Commissioner Burandt	aye
Commissioner Riley	aye
Commissioner Kuzma	aye
Commissioner Hardin	aye
Chairperson Steffen	aye

Motion carried.

4. EDA BUSINESS

4.01: Consider Approval of 2020 Business Appreciation Day Budget and Format

Economic Development Manager Sullivan presented the staff report.

Chairperson Steffen commented that if the event is setup with tee times, it could take about four hours to get everyone going on the course, which could be a long length of time for hole sponsors.

Economic Development Manager Sullivan stated that Rum River Hills staff believed that it would be about a six-hour event with 120 people, as the new social distancing standards have some time savings for the speed of play. He stated that for hole sponsors, they could stagger their times to fit with the times the golfers are on the course too. He commented that tee times could begin at 9 a.m. He noted that some participants could likely enjoy the earlier tee times.

Commissioner Riley stated that he likes the idea of sharing electronic contact information and asked if staff could think of a fun way to package and share that information outside of a spreadsheet.

Economic Development Manager Sullivan confirmed that staff could look into that. He stated that a USB drive could be loaded with the information along with other helpful information the City would want to share. He stated that they could also review and include information on the previous business of the year recipients. He stated that he was unsure of the level of participation the event will receive and that is why flexibility was requested in the budget.

Chairperson Steffen asked if there would still be drawings and door prizes.

Economic Development Manager Sullivan noted that element could be part of a live streaming, or taped program. He noted that the prizes would be available for pickup at City Hall.

Chairperson Steffen commented that people will be finishing their golf hours apart.

Economic Development Manager Sullivan stated that the live streaming segment could potentially be recorded on the patio at golf course or studio. He stated that staff is still working to develop all the details.

Chairperson Steffen confirmed the consensus of the group with option one. He stated that he likes the format and providing the opportunity for Rum River Hills to host the golf event.

Economic Development Manager Sullivan stated that he had discussions with The Links at Northfork Golf Course and that staff understands that the was not based upon past performance and that the City would return to that course in the following year.

Motion by Member Burandt, seconded by Member Cords, to approve the Business Appreciation Day at Rum River Hills Golf Course for the third week in August with an allocation from the EDA up to an amount of \$6,000.

Further discussion: Commissioner Cords asked if there is a possibility that changes in Executive Orders could cause additional changes to the format. He used the example of restrictions being lightened and whether a shotgun start could occur. Economic Development Manager Sullivan stated that is unknown at this time but confirmed that there have been eases in restrictions. He stated that while perhaps there could be a change back to the shotgun start, he did not see the ability to hold a banquet changing. He noted that staff would have the flexibility to make the change should the restrictions change before the event.

A roll call vote was performed by the Deputy City Administrator:

Commissioner Heineman	aye
Commissioner Cords	aye
Commissioner Burandt	aye
Commissioner Riley	aye
Commissioner Kuzma	aye
Commissioner Hardin	aye
Chairperson Steffen	aye

Motion carried.

5. MEMBER / STAFF UPDATE

Economic Development Manager Sullivan stated that Ramsey Self Storage held its grand opening the previous day, noting that it was a great event that was well attended. He commented that it is exciting to see something built on that corner and that this is a well-constructed facility.

Chairperson Steffen asked if there is an update on the hotel project.

Economic Development Manager Sullivan commented that the project is going through the platting process and normal City review process. He stated that the project did not move forward with an early closing because of timing with their financing.

6. ADJOURNMENT

Motion by Member Hardin, seconded by Member Burandt, to adjourn the meeting.

A roll call vote was performed by the Deputy City Administrator:

Commissioner Heineman	aye
Commissioner Cords	aye
Commissioner Burandt	aye
Commissioner Riley	aye
Commissioner Kuzma	aye
Commissioner Hardin	aye
Chairperson Steffen	aye

Motion carried.

The regular meeting of the Economic Development Authority adjourned at 8:02 a.m.

Respectfully submitted,

Sean Sullivan
Economic Development Manager

ATTEST:

Wendy Schlueter
Economic Development Administrative Assistant

Draft by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

Economic Development Authority (EDA)

4. 1.

Meeting Date: 07/16/2020

Submitted For: Sean Sullivan, Community Development

By: Sean Sullivan, Community Development

Title:

Consider Guidelines for Business Grant Program - Phase 2 COVID-19 Business Assistance Program Using CARES Act Funding Allocation

Purpose/Background:

Purpose: To discuss potential guidelines for a grant/loan program funded through the the City CARES Act allocation and to make a recommendation to the City Council.

Background: The City of Ramsey has been providing assistance to its businesses throughout this COVID- 19 pandemic. City staff has be communicating state, federal and other grant/loan opportunities to our businesses and assisting them with the application process when possible. Federal programs such as the Paycheck Protection Plan (PPP) and Economic Injury Disaster Loan (EIDL) have been utilized by many businesses but funds have dried up in certain areas. In an effort to get more relief for businesses and government, the federal government passed the CARES Act which allocated money directly to the State of Minnesota to assist with unexpected relating to COVID-19.

A portion of this funds are being administered by the State of Minnesota and the state rolled out a \$10,000 Small Business Relief Grant program with an application deadline of July 2, 2020. The total amount allocated in this program was \$60M. Criteria for that program is attached to this case as reference only (we do not need to use all of the same criteria).

Anoka County also received an allocation of CARES Act Funds and are also creating a grant program similar to other city and county partners. Anoka County is still putting together its application and criteria for the program. It should be noted that businesses can only receive one allocation from CARES Act grant dollars. For example, if a business receives a State grant you are not eligible to receive a City or County grant. Based on information received from existing and contemplated grant programs from other cities, states and counties the criteria varies greatly. The purpose of this case to to evaluate options and criteria that would best serve our Ramsey businesses.

Notification:

N/A

Observations/Alternatives:

Staff has reviewed several peer community templates in preparation for this discussion. Most of the existing loan and grant programs staff reviewed were developed prior to allocation of CARES Act funding to Cities and Counties and were seeded from City Revolving Loan Fund (RLF) and other funding sources. Based on this, new programs would need to call out the prohibition to receiving multiple CARES Act grant awards and to factor that into the application process.

In order to have a successful grant/loan program the city will need to put in place something that has meaningful impact to businesses, is easy to apply for and has criteria that allows for quick processing of the application and administration of the grants. To be eligible to receive Small Business Emergency Assistance funds, a business must demonstrate that its operations have been directly and adversely affected by the COVID-19 Health Pandemic and/or that it operates in a category named in Executive Orders 20-04 and 20-08. Below are some criteria/processes the EDA should consider for recommendation to the City Council that businesses will want to use and that is simple

to apply. A range of criteria is based on research done by staff in relation to other programs.

Available Funds (subject to City Council discussion on 7/14)

- \$200,000 (approximately 10% of Ramsey's allocation)
 - Note - Staff recommends two rounds of Applications that will allow the City to adapt to the Applicant Pool; also, an additional allocation may be possible once the City's reimbursable expenses are better known.

Business size: Options - 3-70 Employees (Full Time Equivalent - FTEs), Case by case if under 3 FTE's

- Staff Recommendation - 50 FTE or less

Business Type: EO-04-08, Same as previous Ramsey Resident Ad Waiver program, Other?

- Staff Recommendation- Any Ramsey Business that can show impacts from COVID-19

Annual Business Revenue: Options - \$3.5M or less (majority of peer community examples are capped at \$1M)

- Staff Recommendation - \$2M or less annual revenue

Time business has been in operation: Options - 6 months, 1 year prior to March 1, 2020

- Staff Recommendation - 1 year

How long business has been in Ramsey (Longevity)

- Staff Recommendation - Business should have been operating in Ramsey on or before March 1, 2019. If scoring system is used additional points should be awarded for businesses operating longer in Ramsey.

Whether business is in compliance City Zoning Code and current with City utilities, property taxes or other city charges

- Staff Recommendation - Compliant with City Zoning Code, current with City Utilities and City Charges. Property Taxes paid through 2019

Business Entity Type: Options - For profit only, Non-Profits. Must be registered with Minnesota Secretary of State and in good standing.

- Staff Recommendation: For-Profit businesses only and being registered in good standing (Non-Profit groups can be discussed - but recommending to wait until a second round of applications)

Grant/Loan Amount: Options \$4-10K (Varies), Amount based on number of employees, Forgivable Loans, Grants, Loans

- Staff Recommendation: \$10,000 Grant

Business Location: Ramsey businesses located in Ramsey only

- Staff Recommendation: Ramsey businesses only (Staff has received requests for businesses located in other communities but serving Ramsey as well as residents of Ramsey owning a business in other communities)

Application Period: Varies

- Staff Recommendation: 2 Week (14 days) Application Period (2 week period in August for businesses to apply)

How grants awards are determined: first come-first serve, lottery, scoring system

- Staff Recommendation: Random draw with Application Deadline (still some degree of minimum scoring)

threshold)

Duration of time to expend funds: (2-3 months)

- Staff Recommendation: Funds to be expended by October 31, 2020 and expenses documented to City by November 15, 2020

Proof of need: Comparisons from last year to this year showing reduction in revenue, explanation of need for expenses

- Staff Recommendation: Flexibility, but do need to show and document need (program will go through extensive audit)

Uses of funds: Current payroll obligations (i.e. may not include employees who have been laid off), lease or mortgage payments, utilities, accounts payable, property taxes and other critical business expenses that can't be paid as a direct result of the current health emergency. Awarded funds may not be used for business owner's/manager's personal uses or expenses

- Staff Recommendation: Same as above with the caveat that the Expenses are directly associated at Ramsey business location

Grant application and administration: City, Anoka County, Central Minnesota Development Corporation (CMDC - Mike Mulrooney), other entity

- Staff Recommendation: At this time, Staff recommends administering the program internally, but will re-evaluate when program demands are better known.

Businesses not eligible: (Options Below)

- Do not have a physical address within the City of Ramsey
- Derive income from passive investments without operational ties to operating businesses.
- Primarily generate income from gambling activities.
- Generate any part of its income from adult-oriented or tobacco/vaping-related activities.
- Have no current or historical financial statements.
- Previously received emergency funds from the city. **(Discussion as to Phase 1 COVID-19 Plan)**
- Non-profits

Staff Recommendation: Same as above, with discussion about Phase 1 COVID-19 Plan and non-profits

There is a possibility that there could be a second round of grants/loans if money is available and all initial funds are awarded.

Funding Source:

\$200,000 from City of Ramsey Cares Act allocation.

Recommendation:

The EDA should discuss the above options and develop a recommendation for criteria that Staff could incorporate into a draft Grant/Loan Policy and Application

Action:

Motion to recommend establishment of a \$200,000 grant or loan (select one) to the City Council with the agreed upon criteria.

Attachments

Sample Grant Program Description SLP

Sample Grant Program Application SLP

Form Review

Inbox

Sean Sullivan (Originator)
Tim Gladhill
Sean Sullivan (Originator)
Tim Gladhill
Diana Lund
Kurt Ulrich
Form Started By: Sean Sullivan
Final Approval Date: 07/09/2020

Reviewed By

Sean Sullivan
Tim Gladhill
Sean Sullivan
Tim Gladhill
Diana Lund
Kurt Ulrich

Date

07/08/2020 03:24 PM
07/09/2020 09:28 AM
07/09/2020 09:48 AM
07/09/2020 10:40 AM
07/09/2020 01:25 PM
07/09/2020 02:54 PM
Started On: 07/01/2020 03:14 PM

St. Louis Park Economic Development Authority Small Business Emergency Assistance Program

PURPOSE

Small businesses are integral and vital to the economic, social, and religious fabric of the St. Louis Park community. Accordingly, the St. Louis Park Economic Development Authority (EDA) has determined to offer locally owned and operated businesses within the community a grant opportunity to address working capital needs upon the declaration of a state of emergency by the State of Minnesota (State) and the City of St. Louis Park (City).

The purpose of this program is to ensure the viability of the community's small businesses faced with the current COVID-19 health emergency which is adversely impacting the City's economy. The goal of this program is to provide needed financing for local businesses to help them sustain operations and endure economic hardships during this challenging time. **The EDA encourages all eligible St. Louis Park small businesses, especially those owned or managed by women, Persons of Color or Indigenous as well as veteran-owned businesses to apply for assistance under the program.**

Grant funds are available on a first-come, first-served basis. The program is subject to funding availability from the EDA. The EDA retains the authority and discretion to approve or deny an application, and reserves the right to subsequently add further priorities, change eligibility criteria, or discontinue the program in response to changing circumstances.

ELIGIBILITY

To be eligible to receive Small Business Emergency Assistance funds, a business must demonstrate that its operations have been directly and adversely affected by the COVID-19 Health Pandemic and/or that it operates in a category named in Executive Orders 20-04 and 20-08. All applicants must meet the following criteria:

1. Eligible business types include locally owned and operated businesses noted in Executive Orders 20-04 and 20-08, such as listed below.
 - Restaurants, cafes, coffeehouses, and other places of public accommodation offering food or beverage for on-premises consumption.
 - Taverns, brew pubs, microbreweries, distilleries, wineries, tasting rooms, and other places of public accommodation offering alcoholic beverages for on-premises consumption.
 - Gymnasiums, fitness centers, indoor sports facilities, indoor exercise facilities, exercise studios, businesses offering massage therapy or similar body work, spas, salons, nail salons, cosmetology salons, and barber shops. This includes, but is not

limited to, all salons and shops licensed by the Minnesota Board of Cosmetologist Examiners and the Minnesota Board of Barber Examiners

- Art and music studios.
 - Bowling alleys, skating rinks, and other similar recreational or entertainment facilities
 - Other businesses deemed non-essential under Executive Orders.
 - Other businesses as approved by the EDA.
2. The business shall have a physical business address (proof of address required) within the city (not a home-based business) and have been operating within the city long enough to demonstrate financial viability;
 3. The business shall employ between 3 and 25 Full Time Equivalent (FTE) employees prior to the issuance of the State of Minnesota Emergency Executive Order 20-04 (March 16, 2020) and make \$1 million or less in annual gross revenue. Businesses with less than 3 employees will be considered on a case-by-case basis;
 4. The business must have been in operation for a least 6 months prior to March 1, 2020.
 5. All businesses must serve the general public and be a conforming or legally non-conforming use under the current zoning regulations of the city, must not be in violation of the city's zoning code, and must not have any delinquent taxes, bills, or charges due to the city;
 6. Applicants are strongly encouraged to claim all applicable private and public insurance and utilize all other sources of applicable assistance available from other private and public sources, including but not limited to requests for rent/mortgage, utility and/or loan deferrals/forgiveness. Applicants are also strongly encouraged to apply for an Economic Injury Disaster Loan through the Small Business Administration (SBA) and Small Business Emergency Loan through the Minnesota Department of Employment and Economic Development (DEED) prior to applying for this grant. For more information, visit:

[Guide to financial resources for Minnesota small businesses](#)

While not absolutely required, applications which include proof of application submittal, acceptance, approval and/or denial of State and federal emergency financing programs will receive additional consideration.

Additionally, businesses are strongly encouraged to contact their landlords or mortgage holders to request rent or mortgage payment deferrals/forgiveness.

7. Assistance cannot be provided to businesses or non-profits that:

- Do not have a physical address within the City of St. Louis Park
- Derive income from passive investments without operational ties to operating businesses.
- Primarily generate income from gambling activities.
- Generate any part of its income from adult-oriented or tobacco/vaping-related activities.
- Have no current or historical financial statements.
- Previously received emergency funds from the city.

PROGRAM GUIDELINES

The Small Business Emergency Assistance Program has the following terms and conditions:

1. *Amount:* Businesses may apply for a one-time emergency grant of up to \$5,000. The EDA shall determine the final award amounts based upon scoring criteria.
2. *Term:* All grant awards must be utilized within two months of a grant contract being fully executed.
3. *Uses:* Awarded funds may be used exclusively for current payroll obligations (i.e. may not include employees who have been laid off), lease or mortgage payments, utilities, accounts payable, property taxes and other critical business expenses that can't be paid as a direct result of the current health emergency. Awarded funds may not be used for businessowner's/manager's personal uses or expenses.
4. *Proof of Need:* All applicants must demonstrate financial need for grant funds prior to approval. This includes but is not limited to the previous year's annual gross revenue, average monthly gross revenue prior to COVID-19, and projected monthly gross revenue for the next three months. Additionally, applicants are encouraged, but not required to provide evidence of application submittal, acceptance, approval and/or denial of State and federal emergency financing programs. This could simply include an email response from these agencies.
5. *Disbursement of Funds:* Funds shall be distributed within one to two weeks after fully executed grant agreement has been received depending on how grant recipients elect to receive funds.
6. *Termination:* The EDA retains the right to terminate any agreement under the Emergency Assistance Program if a grant recipient is found to be in violation of any conditions set forth in the grant guidelines or grant agreement.
7. *Right to Deny:* The EDA retains the right to deny any application for grant funding.
8. *Grant Agreement:* Upon a successful grant application being awarded funds, the grant recipient shall enter into a Grant Agreement with the EDA. Funds will not be

distributed for any grant award until a grant agreement has been executed by all required parties.

9. *Reporting:* As a condition for receiving grant funding, all grant recipients are required to submit a brief report to the EDA within two months after receiving grant funds, specifying how the entirety of the grant funds were utilized and providing evidence in the form of paid invoices, statements, or similar documentation (see sample report form attached).
10. *Funding Availability:* The Small Business Emergency Assistance program has a limited amount of funds available. Awards will be provided on a first-come, first-served basis until the earlier of the date the fund is exhausted, or the city-declared state of emergency declaration is lifted.
11. *Indemnification:* All grant recipients shall be required to indemnify the City of St. Louis Park, the St. Louis Park Economic Development Authority, and any officers acting on their behalf.

APPLICATION PROCESS

Prior to applying, please review the Program Guidelines to determine if your business is eligible.

1. Applications are available on the city's website: www.stlouispark.org
2. Application requirements will include:
 - Basic details about the business.
 - Basic employment and annual gross revenue information.
 - Information on current operations including whether the business is currently closed or is providing reduced services.
 - Narrative descriptions and estimated calculations of the negative impacts on the business due to COVID-19.
 - A narrative description of the current plans for resuming operations following the COVID-19 crisis.
 - Evidence of application submittal, acceptance, approval and/or denial of State and federal emergency financing programs, as applicable. This could simply include an email response from these agencies.
 - Supporting documentation and application attachments.

3. Completed applications should be typed for purposes of clarity.

4. Fully completed and signed applications along with required documents may be submitted online to: **sbassist@stlouispark.org**

or hard copies may be mailed to:

City of St. Louis Park,
Community Development Department
ATTN: SBE Assistance Program
5005 Minnetonka Blvd, St. Louis Park, MN 55416

Please note that mailed hard copy applications may take longer to process.

5. Upon submission of application, applicants will receive an email confirming receipt of application.
6. The application will be reviewed for eligibility upon receipt. If additional information or documentation is necessary, EDA staff will contact the applicant. Due to an expected high volume of applications, you may consider your application complete if staff does not request additional information within 10 business days after application acceptance.
7. Funds will be distributed on a first-come, first-served basis. Applications will be accepted up to the lifting of state and local emergency orders or when available funds are expended.

If you have questions or need assistance completing the grant application, please contact:

Greg Hunt at 952-924-2197 or ghunt@stlouispark.org or
Julie Grove at 952-924-2523 or jgrove@stlouispark.org

FUNDING PROCESS

If application is approved and funds are available, businesses will be notified within 10 business days and provided with an electronic grant agreement for signature.

Funds shall be distributed within one to two weeks after a grant agreement has been executed by all required parties depending on how grant recipients elect to receive funds.

Small businesses receiving funds must commit to using the funds for eligible program expenses and must agree to document and report specific uses of the funds. Accordingly, all grant recipients are required to submit a brief report to the St. Louis Park EDA within two months after receipt of funds, specifying how the entirety of the funds were utilized and providing evidence in the form of paid invoices, statements, or similar documentation (see sample report form attached).

FOLLOW-UP and ADDITIONAL RESOURCES:

For businesses needing additional resources such as technical assistance, larger working capital loans, or other, staff will provide ongoing assistance to businesses of all sizes and types, working with partners and other levels of government to access resources as available, such as SBA and State of Minnesota DEED loans.

Staff will conduct a check-in with grant recipients within one year of the distribution of funds to learn the effect of the grant and business outcomes such as economic impact of the grant program, (including, but not limited to, employees retained or rehired, and sales) and whether they match the program's desired outcomes of business and/or job retention.

SAMPLE

St. Louis Park Small Business Emergency Assistance Report Form

As a condition for receiving grant funding, all recipients of St. Louis Park Small Business Assistance are required to submit a brief report to the City of St. Louis Park within two months after receiving grant funds, specifying how the entirety of the grant funds were utilized and provide evidence in the form of paid invoices, statements, bill, or similar documentation.

Business name: _____

Business street address: _____

City: _____ State: _____ Zip Code: _____

Name and title of person completing form:

1. What was the total amount of grant your business received? \$ _____

2. Please specify how grant funds were utilized. Include expenses and amounts up to total amount of grant. For example: Payroll – 2 employees, 2 weeks: \$3,000, May Rent - \$2,000. Please attach or provide copy of statement, invoice, bill, or similar documentation paid with assistance funds.

3. Please describe benefits received from the awarded funds.

4. Briefly explain any ongoing business impacts from the COVID-19 pandemic:

Report forms and required documentation should be submitted to:

City of St. Louis Park,
Community Development Department
ATTN: SBE Assistance Program
5005 Minnetonka Blvd, St. Louis Park, MN 55416

or sbassist@stlouispark.org

St. Louis Park Economic Development Authority Small Business Emergency Assistance Application

Program Information: All grants awarded are for the purpose of working capital and intended to replace cash flow used for operating costs that existed at the time of the peacetime emergency declaration made through Executive Order 20-01. Such costs may include current payroll obligations, lease or mortgage payments, utilities, accounts payable, property taxes and other critical business expenses that can't be paid as a direct result of the current health emergency. This program is subject to applicable state and local peacetime emergency executive orders.

Eligibility Notes: All applicants must be eligible businesses with physical operations located in the city of St. Louis Park that have been operating long enough to demonstrate financial viability. Applicants must demonstrate that they were directly and adversely affected by the COVID-19 related peacetime emergency Executive Orders 20-04 and 20-08, including being in an industry specifically named by those executive orders. **The EDA encourages all eligible St. Louis Park small businesses, especially those owned or managed by women, Persons of Color or Indigenous as well as veteran-owned businesses, to apply for assistance under this program.**

Applicants are strongly encouraged to claim all applicable private and public insurance and utilize all other sources of applicable assistance available from other private and public sources, including but not limited to requesting rent/mortgage, utility, and loan deferrals. All applicants are also strongly encouraged to apply for an Economic Injury Disaster Loan through the Small Business Administration (SBA) and Small Business Emergency Loan through the Minnesota Department of Employment and Economic Development (DEED) prior to applying for this grant. For questions about these loan programs or assistance in applying for these loans, please contact Julie Grove at jgrove@stlouispark.org or 952-924-2523.

Please review and complete entire application prior to submittal. If you need assistance completing this application, please contact Greg Hunt at 952-924-2197 or Julie Grove at 952-924-2523.

Applicant Information

- Business legal name:** _____
(Name should be the officially registered name of the business entity.)

Business operating name
(if different) _____

Type of Business: _____

NAICS Code (if available): _____

Business street address: _____

City: _____ State: _____ Zip Code: _____

Mailing address (if different): _____

City: _____ State: _____ Zip Code: _____

Telephone: _____ Email: _____

Business website: _____

2. Individual completing the application:

Name: _____

Title: _____
(Owner, Founder, CEO, General Manager, Partner, etc.)

Address: _____

Telephone: _____ Email: _____

3. Optional: Does the business owner or manager self-identify as a woman, Person of Color or Indigenous or veteran?

Yes No

Please provide additional information if applicable:

4. Do you own the building where your business is located or have a lease for the space?

Own Lease

Applicants will need to provide a copy of a lease or statement of lease terms, mortgage statement, property tax statement, or other documentation to show site control within the city (see Supporting Documents at end of Application)

5. Business description (product, hours, customers, clients, number of locations, etc.), type (industry) and brief history of business.

6. What year did this business begin operating in St. Louis Park? _____

7. Employment (please include all W-2 employees):

On March 1, 2020:

Full-time employees: _____ **# Part-time employees:** _____

Current:

Full-time employees: _____ **# Part-time employees:** _____

Financial Information

8. Annual gross revenue last year? \$ _____

9. Average monthly gross revenue prior to March 16th? \$ _____

10. Projected monthly gross revenue? \$ _____
(Average of next three months)

11. Estimated monthly gross revenue loss due to COVID-19: \$ _____

12. Evidence of submittal, acceptance, approval and/or denial of State and federal emergency financing program application. Has applicant applied for an Economic Injury Disaster Loan through the SBA and Small Business Emergency Loan through the Minnesota Department of Employment and Economic Development (DEED) and/ or other government financing prior to applying for this grant? Yes No

Please explain below:

Applicants are encouraged to include proof of application submittal, acceptance, approval and/or denial of state and federal emergency financing programs. This could simply include an email response from these agencies.

Additionally, businesses are strongly encouraged to contact their landlords or mortgage holders to request rent or mortgage payment deferrals/forgiveness if they have not yet already done so.

COVID-19 Impact

13. Was your business ordered to close or had to significantly reduce its operations by a State of Minnesota Emergency Executive Order in 2020?

- Yes No

14. Current operating status of business:

- open for business and/or operating online
- open for business but with reduced hours
- reduced operations and/or operating online
- closed but still operating onsite, online or remotely
- closed but products and or services redeployed to assist current health crisis
- completely closed
- Other: please explain current status of business if none of the above apply.

15. Briefly explain how the business has been impacted by COVID 19 health pandemic and/or related Executive Orders and what challenges it is facing.

16. What are your plans to reopen and/or resume operations following the COVID-19 crisis?

17. Grant amount requested (up to \$5,000) _____

18. Is there anything else that we should be aware of in relation to your application or business?

Preference for Receipt of Funds

Upon notification of any award of funds, how would you prefer to receive payment?

Please choose one of the following options:

- Option 1 – Check (allow 14 days for processing once application is approved and fully-executed grant agreement has been received)

Please provide payee name and mailing address:

Check payable to: _____

Mailing address: _____

- Option 2 – Wire Transfer/Direct Deposit

(allow 72 hours for processing once application is approved)

Please provide all bank information listed below:

Bank name: _____

Bank address: _____

Bank routing number (9 digits): _____

Account name: _____

Account address: _____

Checking account number: _____

Your contact phone number or e-mail for questions: _____

You can also contact our city finance department directly with this information by e-mail at dmonson@stlouispark.org.

Supporting Documents

The following documents must accompany an application for it to be deemed complete:

1. Evidence that you own or lease the space your business is located in. Example documentation includes: copy or statement of lease, mortgage statement, property tax statement or other document to indicate physical presence/proof of occupancy within City of St. Louis Park. This could also include photograph or web map street image of the business location with evidence of business signage, if applicable.
2. Proof of submittal, acceptance, approval and/or denial of SBA and DEED loan applications. While not absolutely required, applicants are encouraged to provide such supporting information which could simply include an email response from these agencies.
3. Copy of page from business's most recent federal tax return indicating gross receipts or sales. Typically, this is the first page. **Do not send copy of entire federal tax return.** For those who filed personal tax returns, personal social security numbers should be blackened out for security purposes.
4. A W-9 Form (with signature) to facilitate disbursement of grant funds.
5. Other supporting documentation you wish to provide to the EDA to assist in understanding the applicant's situation.

Fully completed and signed applications along with required supporting documents may be submitted online to: **sbassist@stlouispark.org**

or hard copies may be mailed to:

City of St. Louis Park,
Community Development Department
ATTN: SB Assistance Program
5005 Minnetonka Blvd, St. Louis Park, MN 55416

Applicant Acknowledgements

1. The Applicant shall hold the EDA, its officers, consultants, attorneys, and agents harmless from any and all claims arising from or in connection with the Grant Program or its Application, including but not limited to, any legal or actual violations of any State or Federal laws.
2. The Applicant recognizes and agrees that the EDA retains absolute authority and discretion to decide whether or not to accept or deny any particular Grant Application, and that all expenditures, obligations, costs, fees, or liabilities incurred by the Applicant in connection with the Grant Application are incurred by the Applicant at its sole risk and expense.
3. The Applicant acknowledges that it has read the Emergency Business Assistance Grant Program guidelines and understands that if the application is approved for funding, grant funds awarded must only be used to pay eligible expenses.
4. **Financial Assistance Certification:** I hereby certify that the Small Business Emergency Assistance is necessary due to direct and adverse effects related to the COVID-19 pandemic and/or Executive Orders 20-04 and 20-08.

The undersigned, a duly authorized representative of the Applicant, hereby certifies the foregoing information is true, correct, and complete as of the date hereof; and agrees that:

- All proceeds from the grant will be used for eligible business expenses under the Small Business Emergency Assistance Program;
- Applicant will file a report with the City of St. Louis Park within two months of receiving a grant describing and documenting how awarded funds were spent;
- Applicant shall be bound by all terms and provisions of the Small Business Emergency Assistance Program.

Name/Title of Authorized Business Representative

Signature of Authorized Business Representative

Date

DEED's Original Program Criteria for CARES Act Funding

For Reference Only

This program had criteria that targeted funds to specific areas of the state (Metro/Greater Minnesota) and to other targeted groups of people. Below is a condensed summary of the state program. Grant funds received by individual businesses shall be used for working capital to support payroll expenses, rent, mortgage payments, utility bills, and other similar expenses that occur or have occurred since March 1, 2020, in the regular course of business. These are grants and no repayment will be required. More information can be located <https://mn.gov/deed/business/financing-business/deed-programs/relief/>. It should be noted that non-profit entities are not eligible for the state grant program and grant awards are determined by lottery.

To qualify, an applicant must:

- Be a private for-profit business that has a permanent physical location in Minnesota.
- Be majority owned by a permanent resident of Minnesota.
- Be in good standing with the Minnesota Secretary of State and the Minnesota Department of Revenue as of March 1, 2020.
- Employ the equivalent of 50 or fewer full-time workers.
- Be able to demonstrate financial hardship as a result of the COVID-19 outbreak.

NOTE:

- Home-based businesses - except for licensed child care providers - are not eligible.
- Businesses that received funding under the Small Business Emergency Loan Program (SBEL) are not eligible for this program. (However, businesses that received funding through the various Small Business Administration emergency loan programs are still eligible for this program.)
- See the FAQ tab for more details on eligibility.

In making awards, there are minimum set asides for various targeted groups and categories of businesses.

- 50% of funds will be available for businesses based in Greater Minnesota.
- 50% of funds will be available for businesses based in the 7-county metro area (Anoka, Carver, Dakota, Hennepin, Ramsey, Scott, and Washington counties).
- A minimum amount of funds must be awarded as follows:
 - \$18 million for businesses with six or fewer full-time workers.
 - \$10 million for minority business enterprises.
 - \$2.5 million for businesses that are majority owned and operated by veterans.
 - \$2.5 million for businesses that are majority owned and operated by women.
 - \$2.5 million for operators of indoor retail and food markets with an ethnic cultural emphasis.

Economic Development Authority (EDA)

4. 2.

Meeting Date: 07/16/2020**Submitted For:** Sean Sullivan, Community Development**By:** Sean Sullivan, Community Development**Title:**

Consider CBRE Listing Agreement for City Owned Land

Purpose/Background:

The purpose of this case is to consider extending the listing agreement with CBRE for some of the the City owned land. The city has started listing some of its own property utilizing Loopnet and MNCAR through the Anoka County access. City Staff has been satisfied with the work of Brian Pankratz with CBRE on the current listings. Although, Covid-19 has somewhat slowed down some projects/retailers the City is still receiving inquiries generated from listings from CBRE and the City listings. The speed in which site selection and acquisition has slowed but things are moving. The proposed listing agreement with CBRE would be from August 1, 2020 - January 31, 2021.

Notification:

Notification is not required.

Observations/Alternatives:

It should be noted that the proposed listing agreement removes Parcel 52b. Parcel 52b was the land previously under contract with AEON for Phase 2. Staff brought this project forward to City Council twice in 2020 and the direction from the City Council was not to move forward with this apartment project on this site until more retail was constructed. Based on this information, Staff is suggesting that the City remove this parcel from the CBRE listing and put it under the City umbrella. The City would not actively list the parcel until conditions change.

Brian Pankratz will be in attendance to provide a market update and to highlight listing activity by CBRE.

Alternatives include, but are not limited to the following:

1. Recommend to City Council approval of Listing Agreement as presented. (Recommended)
2. Seek proposals from other real estate brokers.
3. List and market more properties utilizing City Staff.
4. Something else.

Funding Source:

There is no immediate or initial up front costs. CBRE is only paid at time of sale, and a commission is deducted from the gross sales price rather than an hourly rate.

Recommendation:

Staff recommends approval of the Listing Agreement with CBRE, from August 1, 2020 - January 31, 2021.

Action:

Motion to recommend to the City Council approval of the attached Listing Agreement with CBRE from August 1, 2020 - January 31, 2021.

Attachments

[ACTION - Draft Listing Agreement 7.1.20](#)

[Parcel Number ID for Map](#)

[PA Summary \(Closed and Active\)](#)

[First Amendment to Listing Agreement Feb 2020](#)

[CBRE Listing Agreement](#)

[CBRE Sign locations](#)

[Retail Market Report](#)

[Industrial Market Report](#)

[Office Market Report](#)

[CBRE Prospect Status Report](#)

[Listing Map - Citywide](#)

[Listing Map - COR Area](#)

Form Review

Inbox

Sean Sullivan (Originator)

Tim Gladhill

Form Started By: Sean Sullivan

Final Approval Date: 07/09/2020

Reviewed By

Sean Sullivan

Tim Gladhill

Date

07/07/2020 04:22 PM

07/09/2020 11:45 AM

Started On: 07/01/2020 03:45 PM



AMENDMENT TO LISTING AGREEMENT

CBRE, INC.
BROKERAGE AND MANAGEMENT
LICENSED REAL ESTATE BROKER

July 1, 2020

This is an Amendment to the Exclusive Sales Listing Agreement ("Listing") dated July 10, 2019 between City of Ramsey ("Owner") and CBRE, INC. ("Broker") for the real property described as Multiple Land Parcels, City of Ramsey, Minnesota.

- 1. Parcel 50a - 28-32-25-41-0020
2. Parcel 47c - 28-32-25-31-0023
3. Parcel 47e - 28-32-25-23-0018
4. Parcel 46 - 28-32-25-22-0058
5. Parcel 42a -7994 Sunwood Drive - 28-32-25-23-0012
6. Parcel 42b - 7990 Sunwood Drive - 28-32-25-23-0011
7. Parcel 42c - 7992 Sunwood Drive- 28-32-25-23-0013
8. Parcel 48a -28-32-25-24-0017
9. Parcel 48c - 28-32-25-31-0025

Owner and Broker hereby agree to amend the Listing as follows:

- 1. That the Listing Term be extended for another period commencing August 1, 2020 and ending midnight January 31, 2021.
2. All other terms and conditions remain the same.

As used herein the term "Owner" shall be deemed to include a tenant wishing to affect a sublease, lease assignment or lease cancellation.

Except as expressly set forth in this Amendment, the Listing shall remain in full force and effect.

BROKER:

CBRE, Inc.
Licensed Real Estate Broker

By: Jeffrey V. Jiovanazzo

Title: Managing Director

Address: 800 LaSalle Avenue

Suite 1900

Minneapolis, MN 55402

Telephone: (952) 924-4600

Date:

OWNER:

City of Ramsey

By: Kurtis G. Ulrich

Title: City Administrator

Address: 7550 Sunwood Drive NW

Ramsey, MN 55303

Telephone: () 763-433-9845

Date:

#333635

Minnesota Sale/Lease Disclosures

Property: Multiple Land Parcels, City of Ramsey, Minnesota

Seller/Landlord Disclosure of Material Facts, Delivery of Reports, and Compliance with Laws. Sellers/landlords are hereby requested to disclose directly to buyers/tenants all facts known to sellers/landlords that materially affect the value or desirability of the Property and are not readily observable nor known to the buyer/tenant, including, but not limited to, facts regarding hazardous materials, zoning, construction, design, engineering, soils, title, survey, fire/life safety, proneness to natural hazards such as earthquakes, and other matters, and to provide buyers/tenants with copies of all reports in the possession of or accessible to sellers/landlords regarding the Property. Sellers/landlords and buyers/tenants must comply with all applicable federal, state and local laws, regulations, codes, ordinances and orders, including, but not limited to, the 1964 Civil Rights Act and all amendments thereto, the Foreign Investment in Real Property Tax Act, the Comprehensive Environmental Response Compensation and Liability Act, and The Americans With Disabilities Act.

Americans with Disabilities Act (ADA). The Americans With Disabilities Act (42 United States Code §12101 et seq.) and other federal, state and local requirements may require changes to the Property. Have your experts investigate and evaluate these matters.

Taxes. Sales, leases and other real estate transactions can have federal, state and local tax consequences. In sales transactions, Internal Revenue Code §1445 requires buyers to withhold and pay to the IRS 15% of the gross sales price within 20 days of the date of a sale unless the buyers can establish that the sellers are not foreigners, generally by having the sellers sign a Non-Foreign Seller Affidavit. Depending on the structure of the transaction, the tax withholding liability can exceed the net cash proceeds to be paid to sellers at closing. Have your experts investigate and evaluate these matters.

Flood Zones. Many lenders require flood insurance for properties located in flood zones, and government authorities may regulate development and construction in flood zones. Whether or not located in a flood zone, properties can be subject to flooding and moisture problems, especially properties on a slope or in low-lying areas. Buyers/tenants should have their experts confirm whether the Property is in a flood zone and otherwise investigate and evaluate these matters.

Fires. Properties, whether or not located in a fire hazard zone, are subject to fire/life safety risks and may be subject to state and local fire/life safety-related requirements, including retrofit requirements. Have your experts investigate and evaluate these matters.

Hazardous Materials and Underground Storage Tanks. Due to prior or current uses of the Property or in the areas or the construction materials used, the Property may have hazardous or undesirable metals (including but not limited to lead-based paint), minerals (including but not limited to asbestos), chemicals, hydrocarbons, petroleum-related compounds, or biological or radioactive/emissive items (including but not limited to electrical and magnetic fields) in soils, water, building components, above or below-ground tanks/containers or elsewhere in areas that may or may not be accessible or noticeable. Such items may leak or otherwise be released. If the Property was built before 1978 and has a residential unit, sellers/landlords must disclose all reports, surveys and other information known to them regarding lead-based paint to buyers/tenants and allow for inspections (42 United States Code §4851 et seq.). Have your experts investigate and evaluate these matters.

Property Inspections and Evaluations. Buyers/tenants should have the Property thoroughly inspected and all parties should have the transaction thoroughly evaluated by the experts of their choice. Ask your experts what investigations and evaluations may be appropriate as well as the risks of not performing any such investigations or evaluations. Information regarding the Property supplied by the real estate brokers has been received from third party sources and has not been independently verified by the brokers. Have your experts verify all information regarding the Property, including any linear or area measurements, the availability of all utilities, applicable zoning, and entitlements for the intended use. All work should be inspected and evaluated by your experts, as they deem appropriate. Any projections or estimates are for example only, are based on assumptions that may not occur, and do not represent the current or future performance of the property. Real estate brokers are not experts concerning, nor can they determine if any expert is qualified to provide advice on, legal, tax, design, ADA, engineering, construction, soils, title, survey, fire/life safety, insurance, hazardous materials, or other such matters. Such areas require special education and, generally, special licenses not possessed by real estate brokers. Consult with the experts of your choice regarding these matters.

CONSULT YOUR ADVISORS – This document has legal consequences. No representation or recommendation is made by Broker as to the legal or tax consequences of this Agreement or the transaction(s) which it contemplates. This form is not intended to substitute for any disclosures the law requires that the parties make to each other. These are questions for your attorney and financial advisors.

Parcels Included in Map

Map ID	PID Numbers (s)		Listing
8	253225430043		City
11	113225430004		City
13b	203225310003		City
28	273225440003		City
37a	273225330006		City
37b	273225330009	273225330017	City
40	343225130005		City
42a	283225230012		CBRE
42b	283225230011		CBRE
42c	283225230013		CBRE
46	283225220058		CBRE
47c	283225310023		CBRE
47e	283225230018		CBRE
48a	283225240017		CBRE
48c	283225310025		CBRE
50a	283225410020		CBRE
52b	283225130092		City (proposed)
52c	283225130034	283225240005	City
55	273225340009		City

Active Listing?
Yes
Yes
Yes
Yes
No
No
Yes
Under Contract
Under Contract
Under Contract
Yes
Yes
Under Contract
Yes
Yes
Yes
Yes
Maybe / Former AEON P 2
No
Yes

Closed Deals - CBRE

Project	Parcel	Listing Price	Sales Price	Lead Source	Commission Paid
Muni Center - Meadow Creek	6b	\$ 260,000	\$ 180,000	CBRE	\$ 9,000
Muni Center - NIK	6a	\$ 600,000	\$ 616,690	CBRE	\$ 30,834
AEON - Phase 1	52a	\$ 185,000	\$ 183,000	CBRE	\$ 9,150
Centra Homes	51	\$ 350,000	\$ 295,000	CBRE	\$ 14,750
Common Bond	47b	\$ 400,000	\$ 435,000	CBRE	\$ 21,750
Inland / Affinity	48b	\$ 585,446	\$ 584,840	CBRE	\$ 29,242
PSD, LLC	49	\$ 2,350,000	\$ 1,897,090	CITY	\$ 94,854
Coastal Living / Morning Sun	53b	\$ 105,000	\$ 170,000	CBRE	\$ 8,500
Stone Brook Academy	47d	\$ 200,000	\$ 121,852	CBRE	\$ 6,091
Purmort Homes	54	\$ 400,000	\$ 5,000	CITY	\$ 3,500
PSD LLC - W Armstrong (SWAP)	45	\$ 960,000	\$ 621,019	CITY	\$ -
Riverstone Development - Puma	13a	\$ 45,000	\$ 27,250	CBRE	\$ 1,362.50
		\$ 6,440,446	\$ 5,136,741		\$ 229,034

Pending PA's

Project	Parcel	Listing Price	Sales Price	Lead Source	Commission Paid
Rob Hardy - RGH Ramsey	42a, b, c	\$ 2,059,517	\$ 1,383,464	CITY	5%
Cobblestone	Part 47e	\$ 428,630	\$ 326,700	CITY	3% gross
GiGi's Salon	Part 47e	\$ 392,040	\$ 261,360	CITY	3%,3%
		\$ 2,880,187	\$ 1,971,524		



AMENDMENT TO LISTING AGREEMENT

CBRE, INC.
BROKERAGE AND MANAGEMENT
LICENSED REAL ESTATE BROKER

February 1, 2020

This is an Amendment to the Exclusive Sales Listing Agreement ("Listing") dated July 10, 2019 between City of Ramsey ("Owner") and CBRE, INC. ("Broker") for the real property described as Multiple Land Parcels, City of Ramsey, Minnesota.

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2. Parcel 52b - 28-32-25-13-0092
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Except as expressly set forth in this Amendment, the Listing shall remain in full force and effect.

BROKER:

CBRE, Inc.
Licensed Real Estate Broker

By: [Signature]
Jeffrey V. Giovanazzo
Managing Director

Address: 800 LaSalle Avenue
Suite 1900
Minneapolis, MN 55402

Telephone: (952) 924-4600

Date: February 4, 2020

OWNER:

City of Ramsey

By: [Signature]
Kurtis G. Ulrich
City Administrator

Address: 7550 Sunwood Drive NW
Ramsey, MN 55303

Telephone: () 763-433-9845

Date: 2/27/2020

#333635

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Property: Multiple Land Parcels, City of Ramsey, Minnesota

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1900 LaSalle Plaza
800 LaSalle Avenue
Minneapolis, MN 55402
+1 952 924 4600

July 10, 2019

BY ELECTRONIC MAIL

City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

Attention: Sean Sullivan and Kurt Ulrich

**Re: *Exclusive Sales Listing Agreement
Multiple Land Parcels, City of Ramsey, Minnesota ("Property")
Vacant Land Exhibit B***

Dear Sean and Kurt,

Thank you for selecting CBRE, Inc. ("CBRE") to represent you. The terms of our engagement are contained in this agreement ("Agreement").

1. This Agreement shall terminate six months from August 1, 2019 ("Term").
2. During the Term, you appoint us your exclusive agent with the right to list and market the Property for sale and to negotiate agreements for the sale of the Property (which includes portions thereof). If, during the Term, the Property is removed from the market because escrow is opened or an offer to purchase the Property is accepted, and if the sale is not consummated for any reason, then the Term will be extended by the longer of the number of days that (i) escrow was open or (ii) the Property was removed from the market, but in no event more than 180 calendar days in the aggregate.
3. We will commit the appropriate number of qualified and licensed professionals to this engagement. Your "Listing Team" is comprised of Brian Pankratz. We will have the right to change members of the Listing Team as necessary and appropriate. The Listing Team shall owe you duties of trust, confidence and loyalty.
4. We will offer the Property at an initial listing price that is per separate agreement and Acceptable to Owner, although the Property may be sold upon such other terms as you may agree. However, it is your right to: (a) approve, modify, reject or disapprove any and all proposals and offers as well as any prospective purchasers for the Property and (b) adjust the terms and conditions of any offer made, including but not limited to, adjusting the Property's listing price.
5. We will work with you to create and implement a sales strategy for the Property, including preparation of appropriate and customary marketing materials (such as an offering brochure). In developing the strategy, we will rely on (without requirement to verify) any information provided to us by you, your agents, affiliates and/or any of the Property's managers. However, we will not issue any written marketing materials without your prior written approval. Further, you authorize us to place one or more signs on the Property as we deem appropriate.
6. The success of this engagement relies, in part, on cooperation and communication between City of Ramsey and CBRE Listing Team. Therefore, you agree to: (i) provide us with all available information to assist us in marketing the Property; (ii) make CBRE Listing Team aware of all inquiries regarding CBRE listed properties; and (iii) work with CBRE Listing Team to conduct

negotiations with prospective purchasers as needed. If a prospective buyer is a City generated lead that has not had prior discussions with CBRE Listing Team, and CBRE services are not required, CBRE commissions will be reduced from 5% to 3%..

7. You represent that you either are the fee owner of or otherwise have control over the Property. You further represent that you have full authority to enter into this Agreement without violating anyone else's rights, or any other agreements or contractual obligations.
8. We will present all offers to you and assist you in developing and negotiating counteroffers until a PSA is signed and all contingencies are satisfied or waived. You agree that you and/or your legal counsel are solely responsible for determining the legal sufficiency of the documents related to this engagement and the tax consequences of any transaction. You are also responsible for evaluating any offers and determining with whom you will negotiate or enter into a transaction. While we may assist you in gathering reasonably available information, we cannot represent or warrant the creditworthiness of any prospect and/or their ability to satisfy their obligations under a purchase agreement. All final business and legal decisions shall be made solely by you. Notwithstanding any designation of us as "agent" in this Agreement, we will have no right, power, or authority to enter into any agreement with any prospective purchaser, real estate broker, or any other person in the name of, on behalf of, or otherwise binding upon you.
9. **NOTICE: THE COMPENSATION FOR THE SALE, LEASE, RENTAL, OR MANAGEMENT OF REAL PROPERTY SHALL BE DETERMINED BETWEEN EACH INDIVIDUAL BROKER AND THE BROKER'S CLIENT.**
10. We will earn (and you agree to pay) a commission in accordance with this Agreement and the attached Commission Schedule (Exhibit "A") if either of the following occur:
 - (a) during the Term, you sell the Property to a purchaser, whether procured by us, you or anyone else; or
 - (b) within one hundred eighty (180) days after the expiration of the Term or after the Agreement otherwise terminates (the "Override Period"), the Property is sold to, or negotiations continue, resume or commence and thereafter continue leading to a sale of the Property to any person or entity (including his/her/its successors, assigns or affiliates) with whom, during the Term, CBRE either negotiated (either directly or through another broker or agent) or to whom the Property was submitted during the Term ("Existing Prospect"). You agree that CBRE is authorized to continue negotiations with Existing Prospects. We will submit to you a list of such Existing Prospects in a "Protective List" within seventy-two (72) hours following the expiration or termination of the Term as required by M.S.A. §82.66(1); provided, however, that if a written offer has been submitted prior to said expiration or termination date, then it shall not be necessary to include the offeror's name on the list. The protective list may include only persons who have, during the Term, either made an affirmative showing of interest in the property by responding to an advertisement, or by contacting the Broker or having been physically shown the property by the Broker.

NOTICE: IF YOU RELIST WITH ANOTHER BROKER WITHIN THE OVERRIDE PERIOD AND THEN SELL YOUR PROPERTY TO ANYONE WHOSE NAME APPEARS ON THIS LIST, YOU COULD BE LIABLE FOR FULL COMMISSIONS TO BOTH BROKERS. IF THIS NOTICE IS NOT FULLY UNDERSTOOD, SEEK COMPETENT ADVICE.

11. You agree that we are authorized to cooperate with and, if appropriate, share our commission with "Cooperating Brokers" (such as a broker representing a purchaser). We will be responsible for paying the fee or commission due to the Cooperating Broker (if any) provided the Cooperating Broker: (i) represents the prospective purchaser pursuant to a written agreement, a copy of which is furnished to us prior to the execution of the transaction; (ii) is properly licensed; and (iii) executes and delivers to us an acceptable cooperating brokerage agreement. Market conditions may exist whereby the Cooperating Broker receives an above-standard fee and/or broker bonus. If so, our commission shall be increased by (and you agree to pay) an amount such that we receive no less than 50% of the total fee in accordance with the Commission Schedule.

12. If you lease the Property to anyone during the Term or Post-Term, you agree to pay CBRE a lease commission in accordance with Exhibit A.
13. The Listing Team are your designated agents to the exclusion of all of CBRE's other licensees. All other CBRE licensees shall be referred to as "Non-Listing Team Agents" and shall be considered Cooperating Brokers. You acknowledge that we are an international brokerage firm and that we may represent prospective purchasers. You consent to the representation of such prospective purchasers by Non-Listing Team Agents and consent to any dual agency created by such representation. You acknowledge that Non-Listing Team Agents owe duties of trust, confidence and loyalty exclusively to their clients. The Listing Team and Non-Listing Team Agents shall not disclose the confidential information of one principal to the other.
14. Questions regarding environmental and zoning issues may arise during the course of our representation. CBRE is not obligated to perform, and has not made any investigation of the physical conditions or zoning issues relating to the Property. You agree to disclose to us and allow us to disclose to prospective purchasers everything you know (after reasonable inquiry by you) regarding present and future property issues including, but not limited to, structural, mechanical, hazardous materials, zoning and environmental matters affecting the Property and/or the Property's condition.
15. If the Property becomes the subject of foreclosure proceedings before the expiration of the Term, then in our sole and absolute discretion we may: (a) suspend this Agreement until we may elect to reinstate it or (b) terminate this Agreement and enter into a listing agreement with any receiver, party initiating foreclosure, party purchasing the Property at a foreclosure sale, or any other third party.
16. While we are confident that our relationship will be mutually satisfactory, if there is a dispute between us, then we agree to resolve it subject to the following:
 - (a) if either party institutes a legal proceeding against the other party relating to this Agreement, the prevailing party shall recover from the non-prevailing party all of its (i) reasonable attorneys' fees and costs, (ii) expert-related fees and costs and (iii) other related expenses. All past due amounts shall bear interest at twelve percent (12%) per annum or the maximum rate permitted in the state in which the Property is located. No party will be entitled to punitive, special and/or consequential damages, and we each waive all rights to and claims for relief other than for compensatory damages; and
 - (b) **WHERE PERMITTED BY LAW, WE EACH KNOWINGLY AGREE TO WAIVE ANY AND ALL RIGHTS TO HAVE A DISPUTE ON ANY MATTER RELATING TO, OR ARISING FROM THIS AGREEMENT DETERMINED BY A JURY.**
17. You and CBRE agree to comply with all applicable laws, regulations, codes, ordinances and administrative orders. Further, we both acknowledge that: (a) it is illegal to refuse to display or lease or sell to or from any person because of one's membership in a protected class, e.g.: race, color, religion, national origin, sex, ancestry, age, marital status, physical or mental handicap, familial status or any other class protected by applicable law and (b) the Property will be offered in compliance with all applicable anti-discrimination laws.
18. This Agreement is our entire agreement and supersedes all prior understandings between us regarding this engagement and is governed by the laws of the state where the Property is located, without regard to its conflict of laws principles. This Agreement will be binding and inure to the benefit of our lawful representatives, heirs, successors, designees and assignees. It may not be altered or terminated except in a writing signed by both you and CBRE. Neither party's failure to exercise any of its rights under this Agreement will relieve the other party of its obligations hereunder. Nothing herein is or may be deemed a waiver or full statement of any of our rights or remedies, whether at law or in equity, all of which are expressly reserved. If any provision of this Agreement is unenforceable or void under applicable law, the remaining provisions will continue to be binding. This Agreement and the rights, interests or obligations created hereunder will not be assigned by either of the parties without the prior written consent of the other party. We each agree that we have both participated in the negotiation and drafting of this Agreement. You acknowledge that the person signing this Agreement on your behalf has your full authority to execute it. This

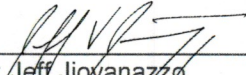
Agreement will be binding whether signatures are exchanged electronically or by hand, by mail, by fax, by electronic transfer or image, by photocopy or in counterparts.

19. Either party can cancel the Listing Agreement after 6 months with 30 day written notice.

Thank you again for this opportunity. We look forward to working with you.

Very truly yours,

CBRE, Inc.
Licensed Real Estate Broker

By: 
Name: Jeff Jiovanazzo
Title: Managing Director

Date: July 18, 2019

AGREED:

City of Ramsey

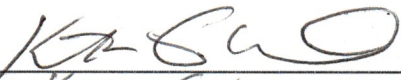
By: 
Name: Kurtis G. URICK
Title: CITY Administrator
Date: 7-29-19

EXHIBIT A – Commission Schedule

- A. *Sale.* As to sales of real property, CBRE's commission shall be five percent (5%) of the gross sales price. If a cooperating broker or salesperson procures the sale, the commission will be seven percent (7%) of the gross sales price. Gross sales price shall include any and all consideration received or receivable, in whatever form, including but not limited to assumption or release of existing liabilities. In the event this sale is in connection with a "build to suit" transaction, the commission shall be calculated on the gross sales price plus the gross construction cost of the building to be constructed on the Property. The commission shall be earned and paid on the date title to the Property is transferred to the purchaser; provided, however, that if the transaction involves an installment contract, then payment shall be made upon execution of such contract. In the event you contribute or convey the Property or any interest therein to a corporation, joint venture, partnership, or other business entity, the commission shall be calculated on the fair market value of the Property or the portion thereof that is so transferred, and shall be earned and paid at the time of the contribution or transfer. If you are a partnership, corporation, or other business entity, and an interest in the partnership, corporation or other business entity is transferred, whether by merger, outright purchase or otherwise, in lieu of a sale of the Property, and applicable law does not prohibit the payment of a commission in connection with such sale or transfer, the commission shall be calculated on the fair market value of the Property, rather than the gross sales price, multiplied by the percentage of interest so transferred, and shall be paid at the time of the transfer.
1. *Definitions.* Under this Agreement the terms "sell," "sale" or "sold" shall mean: (a) an exchange of the Property; (b) the granting of an option to purchase the Property; or (c) any other transfer, conveyance or contribution of a controlling interest in the Property or in the entity which owns the Property, including, but not limited to, situations where you are a corporation, partnership or other business entity and a controlling interest in such corporation, partnership or other business entity is transferred, whether by merger, outright purchase or otherwise, in lieu of a sale of the Property.
 2. *Option to Purchase.* If you grant an option to purchase the Property, you agree to pay us a commission in accordance with this Commission Schedule, on the price paid for the option and for any extensions when you receive payment for any such option and/or extensions. If the option is exercised, whether during the Term or after, we will earn a further commission in accordance with this Agreement. Notwithstanding the foregoing, to the extent that all or part of the price paid for the option or any extension thereof is applied to the sales price of the Property, then any commission previously paid by you to us on account of the option payments will be credited against the commission payable to us on account of the exercise of the option.
 3. Broker (CBRE) shall receive a minimum fee based on a sales price of \$1.50 per gross SF for the sale of any industrial or office land and a minimum fee of \$5,000.00 for the sale of any residential parcel of land \$5,000.00 for the sale of any residential parcel of land greater than \$45,000; and, a minimum fee of \$3,500.00 for the sale of any residential parcel of land less than or equal to \$45,000.
 4. If a potential prospect/buyer is generated by the City of Ramsey with no prior contact or discussions with/from CBRE than the commission will be reduced to 3% of the gross sales price to calculate commissions. If potential buyer generated by City of Ramsey has a cooperative broker the CBRE Listing Team commission will be equal to the cooperative broker and in no event will be no higher than 3.5%.

EXHIBIT B – Subject Parcels

1. Parcel 50a - 28-32-25-41-0020
2. Parcel 52b - AEON 2 Parcel-28-32-25-13-0092
3. Parcel 47c - 28-32-25-31-0023
4. Parcel 47e - 28-32-25-23-0018
5. Parcel 46 - 28-32-25-22-0058
6. Parcel 42a -7994 Sunwood Drive - 28-32-25-23-0012
7. Parcel 42b - 7990 Sunwood Drive - 28-32-25-23-0011
8. Parcel 42c - 7992 Sunwood Drive- 28-32-25-23-0013
9. Parcel 48a -28-32-25-24-0017
10. Parcel 48c - 28-32-25-31-0025

Owner Marketing Approval

Property Name:	City of Ramsey Land Parcels
Property Address:	Ramsey, MN
Broker(s):	Brian Pankratz

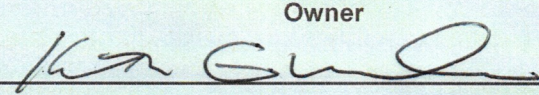
I hereby authorize CBRE to actively market the above-referenced property for signage, spec sheets, brochures, postcards, company web page, campaign logic, MNCAR, Co-Star & Loopnet:

TOTAL BUILDING SQUARE FOOTAGE:	
AVAILABLE SQUARE FOOTAGE:	
OFFICE SQUARE FOOTAGE:	
WAREHOUSE SQUARE FOOTAGE:	
LOT AREA:	66.27
CLEAR HEIGHT:	
LOADING:	
CONSTRUCTION:	
YEAR BUILT:	
SPRINKLERED:	
POWER:	
COLUMN SPACING:	
PARKING:	
LEASE RATES/SALE PRICE:	
EST. 2019 REAL ESTATE TAXES:	
EST. 2019 CAM:	
EST. 2019 TOTAL:	
COMMENTS:	

APPROVED this 29th day of July, 2019

City of Ramsey

Owner

By: 

Title: City Administrator

© 2018 CBRE, Inc. The information about this property has been obtained from sources believed reliable. While we do not doubt its accuracy, we have not verified it and make no guarantee, warranty or representation about it. It is your responsibility to independently confirm its accuracy and completeness. Any projections, opinions, assumptions or estimates used are for example only and do not represent the current or future performance of the property. The value of this transaction to you depends on tax and other factors which should be evaluated by your tax, financial and legal advisors. You and your advisors should conduct a careful, independent investigation of the property to determine to your satisfaction the suitability of the property for your needs.

Minnesota Sale/Lease Disclosures

Property: City of Ramsey Land

Seller/Landlord Disclosure of Material Facts, Delivery of Reports, and Compliance with Laws. Sellers/landlords are hereby requested to disclose directly to buyers/tenants all facts known to sellers/landlords that materially affect the value or desirability of the Property and are not readily observable nor known to the buyer/tenant, including, but not limited to, facts regarding hazardous materials, zoning, construction, design, engineering, soils, title, survey, fire/life safety, proneness to natural hazards such as earthquakes, and other matters, and to provide buyers/tenants with copies of all reports in the possession of or accessible to sellers/landlords regarding the Property. Sellers/landlords and buyers/tenants must comply with all applicable federal, state and local laws, regulations, codes, ordinances and orders, including, but not limited to, the 1964 Civil Rights Act and all amendments thereto, the Foreign Investment in Real Property Tax Act, the Comprehensive Environmental Response Compensation and Liability Act, and The Americans With Disabilities Act.

Americans with Disabilities Act (ADA). The Americans With Disabilities Act (42 United States Code §12101 et seq.) and other federal, state and local requirements may require changes to the Property. Have your experts investigate and evaluate these matters.

Taxes. Sales, leases and other real estate transactions can have federal, state and local tax consequences. In sales transactions, Internal Revenue Code §1445 requires buyers to withhold and pay to the IRS 15% of the gross sales price within 20 days of the date of a sale unless the buyers can establish that the sellers are not foreigners, generally by having the sellers sign a Non-Foreign Seller Affidavit. Depending on the structure of the transaction, the tax withholding liability can exceed the net cash proceeds to be paid to sellers at closing. Have your experts investigate and evaluate these matters.

Flood Zones. Many lenders require flood insurance for properties located in flood zones, and government authorities may regulate development and construction in flood zones. Whether or not located in a flood zone, properties can be subject to flooding and moisture problems, especially properties on a slope or in low-lying areas. Buyers/tenants should have their experts confirm whether the Property is in a flood zone and otherwise investigate and evaluate these matters.

Fires. Properties, whether or not located in a fire hazard zone, are subject to fire/life safety risks and may be subject to state and local fire/life safety-related requirements, including retrofit requirements. Have your experts investigate and evaluate these matters.

Hazardous Materials and Underground Storage Tanks. Due to prior or current uses of the Property or in the areas or the construction materials used, the Property may have hazardous or undesirable metals (including but not limited to lead-based paint), minerals (including but not limited to asbestos), chemicals, hydrocarbons, petroleum-related compounds, or biological or radioactive/emissive items (including but not limited to electrical and magnetic fields) in soils, water, building components, above or below-ground tanks/containers or elsewhere in areas that may or may not be accessible or noticeable. Such items may leak or otherwise be released. If the Property was built before 1978 and has a residential unit, sellers/landlords must disclose all reports, surveys and other information known to them regarding lead-based paint to buyers/tenants and allow for inspections (42 United States Code §4851 et seq.). Have your experts investigate and evaluate these matters.

Property Inspections and Evaluations. Buyers/tenants should have the Property thoroughly inspected and all parties should have the transaction thoroughly evaluated by the experts of their choice. Ask your experts what investigations and evaluations may be appropriate as well as the risks of not performing any such investigations or evaluations. Information regarding the Property supplied by the real estate brokers has been received from third party sources and has not been independently verified by the brokers. Have your experts verify all information regarding the Property, including any linear or area measurements, the availability of all utilities, applicable zoning, and entitlements for the intended use. All work should be inspected and evaluated by your experts, as they deem appropriate. Any projections or estimates are for example only, are based on assumptions that may not occur, and do not represent the current or future performance of the property. Real estate brokers are not experts concerning, nor can they determine if any expert is qualified to provide advice on, legal, tax, design, ADA, engineering, construction, soils, title, survey, fire/life safety, insurance, hazardous materials, or other such matters. Such areas require special education and, generally, special licenses not possessed by real estate brokers. Consult with the experts of your choice regarding these matters.

CONSULT YOUR ADVISORS – This document has legal consequences. No representation or recommendation is made by Broker as to the legal or tax consequences of this Agreement or the transaction(s) which it contemplates. This form is not intended to substitute for any disclosures the law requires that the parties make to each other. These are questions for your attorney and financial advisors.

CITY OF RAMSEY PROPERTY SIGNS



Minneapolis/St. Paul Retail, H2 2019

Retail market continues to weather the storm

 Vacancy Rate
7.8%

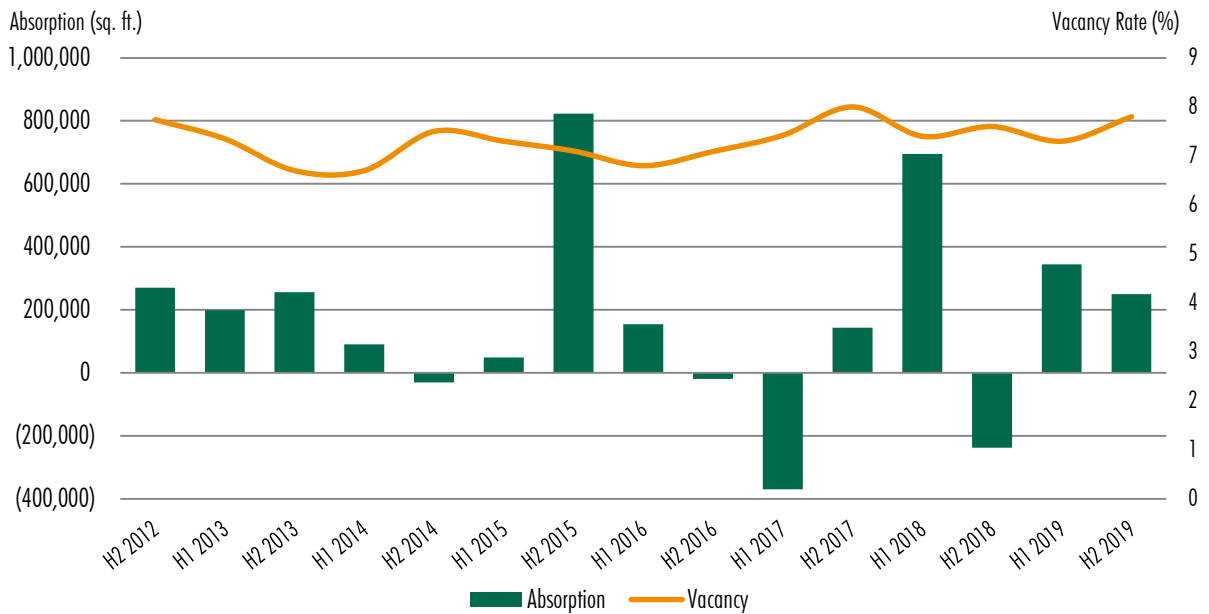
 Net Asking Rate
\$19.14 PSF

 Net Absorption
250,310 SF

 Under Construction
357,800 SF

*Arrows indicate change from previous quarter.

Figure 1: Direct Vacancy Rate and Absorption



Source: CBRE Research, H2 2019.

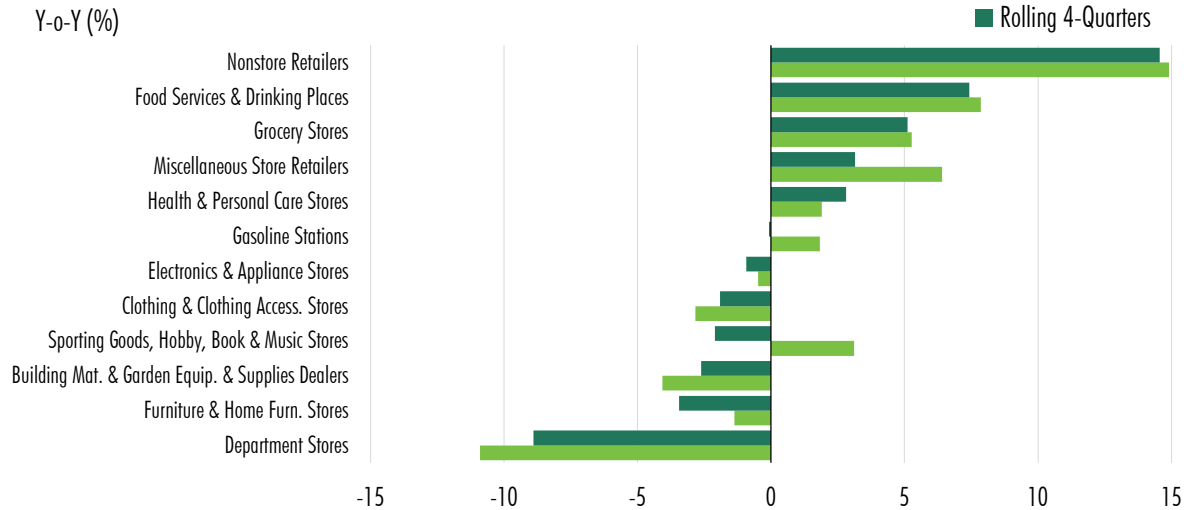
MARKET OVERVIEW

- Net absorption in H2 2019 was 250,310 sq. ft.
- The Southdale submarket led absorption, including the 204,000 sq. ft. Life Time Edina at Southdale and the 60,000 sq. ft. RH Gallery
- Five Below, ALDI, TJX concepts and Hobby Lobby continue to expand in the Minneapolis market and fill junior and big box vacancies
- Concepts including SoulCycle and Barry’s Bootcamp have announced their first locations in the Minneapolis market

Retail continued its evolution in H2 2019 with 250,310 sq. ft. of net positive absorption. Overall average net asking rates in Minneapolis/St. Paul were \$19.14. Junior and big box stores continue to face closures and are seeing a variety of new uses including discount retailers such as Five Below and Sierra Trading, as well as redevelopment to new uses.

Concepts including those in the health and wellness categories continue to expand in the Minneapolis/St. Paul market. SoulCycle announced its first location in Edina and Life Time’s Live/Work/Play luxury club opened a 204,000 sq. ft. facility in a portion of Southdale Center in Edina.

Figure 2: U.S. Retail Spending by Category



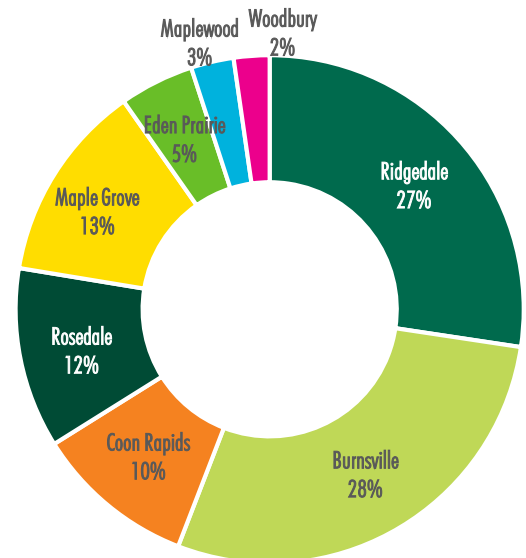
Source: U.S. Census Bureau, Q4 2019.

NEW CONCEPTS, DISCOUNT RETAILERS BOLSTER THE MARKET

The market has continued to see some retailers in the junior box arena choose to either downsize or close up shop for good. With this there have been a handful of retailers that take advantage of this opportunity. Discount apparel, fitness and grocery continued to lead the charge in backfilling these empty boxes in H2 2019 including TJ Maxx/Homegoods and Planet Fitness.

Established national and international retail concepts have announced their first locations in the Minneapolis market. Barry’s Bootcamp will occupy 8,000 sq. ft. in the North Loop, SoulCycle will occupy 3,000 sq. ft. at 50th and France, and Roche Bobois will occupy 4,702 sq. ft. at The Shoppes at Estelle in Edina.

Figure 3: Major Leases by Submarket



Source: CBRE Research, H2 2019.

Figure 4: Largest Leases

Tenant	Sq. Ft.	Center	City	Landlord
Hobby Lobby	61,369	Ridgedale Festival Center	Minnetonka	Kimco Realty Corporation
TJ Maxx/Homegoods	47,000	Cobblestone Court	Burnsville	Schafer Richardson
Planet Fitness	35,540	The Village of Blaine	Blaine	VEREIT, Inc
Burlington Coat Factory	32,572	Arbor Lakes	Osseo	Kimco Realty Corporation
Planet Fitness	28,800	7-Hi Shopping Center	Minnetonka	7-Hi Retail, LLC

Source: CBRE Research, H2 2019.

QUALITY DEALS SEE LOW CAP RATES

The \$34.5 million purchase by NorthPond Partners of Calhoun Square was the largest investment sale in the Minneapolis market in H2 2019. Major tenants include LA Fitness and Kitchen Window, as well as a one-acre redevelopment site and plans for a major renovations of the center.

James W. Tindall purchased the Fleet Farm in Lakeville for \$33.0 million, and RCG Ventures purchased the Best Buy and HomeGoods-anchored Oakdale Village for \$25.3 million. ExchangeRight purchased a 98,141 sq. ft. Hy-Vee in Savage for \$22.4 million and Peterson Enterprises purchased the brand-new 700

Commons Drive in Woodbury, with tenants that include Sleep Number and Wellhaven Pet Health.

Smaller properties continued to be attractive to investors, fetching per sq. ft. prices greater than \$800. Properties occupied by high-credit tenants like Starbucks, U.S. Bank, and Walgreens experienced continued downward pressure on cap rates and upward pressure on rents, which drove prices for these top-tier properties into record territory. The high demand for these properties shows that investors continue their flight to quality. Cap rates on select H2 2019 sales shown in Figure 6 range from 4.64% to 6.00%.

Figure 5: Largest Single Property Sales Transactions by Price

Property Name	Buyer	Price (\$)	Total Sq. Ft.	City
Calhoun Square	NorthPond Partners	34,500,000	177,251	Minneapolis
Fleet Farm	James W. Tindall	33,000,000	202,669	Lakeville
Oakdale Village	RCG Ventures	25,300,000	168,860	Oakdale
Hy-Vee	ExchangeRight	22,400,000	98,141	Savage
700 Commons Drive	AE Peterson Enterprises	11,800,000	13,676	Woodbury

Source: CBRE Research, H2 2019.

Figure 6: Largest Single Property Sales Transactions by Price Per Sq. Ft.

Property Name	Buyer	Price (\$)	Total Sq. Ft.	Price (\$) PSF	City
Starbucks	Confidential	2,575,000	2,325	1,108	Lakeville
U.S. Bank	Diversified Equities Corp	3,500,000	3,636	959	Lakeville
Walgreens	Diversified Equities Corp	9,000,000	10,189	880	Robbinsdale
700 Commons Drive	AE Peterson Enterprises	11,800,000	13,676	861	Woodbury
Bank of America/Crave	Diep L Nguyen	9,200,000	11,015	833	Maple Grove

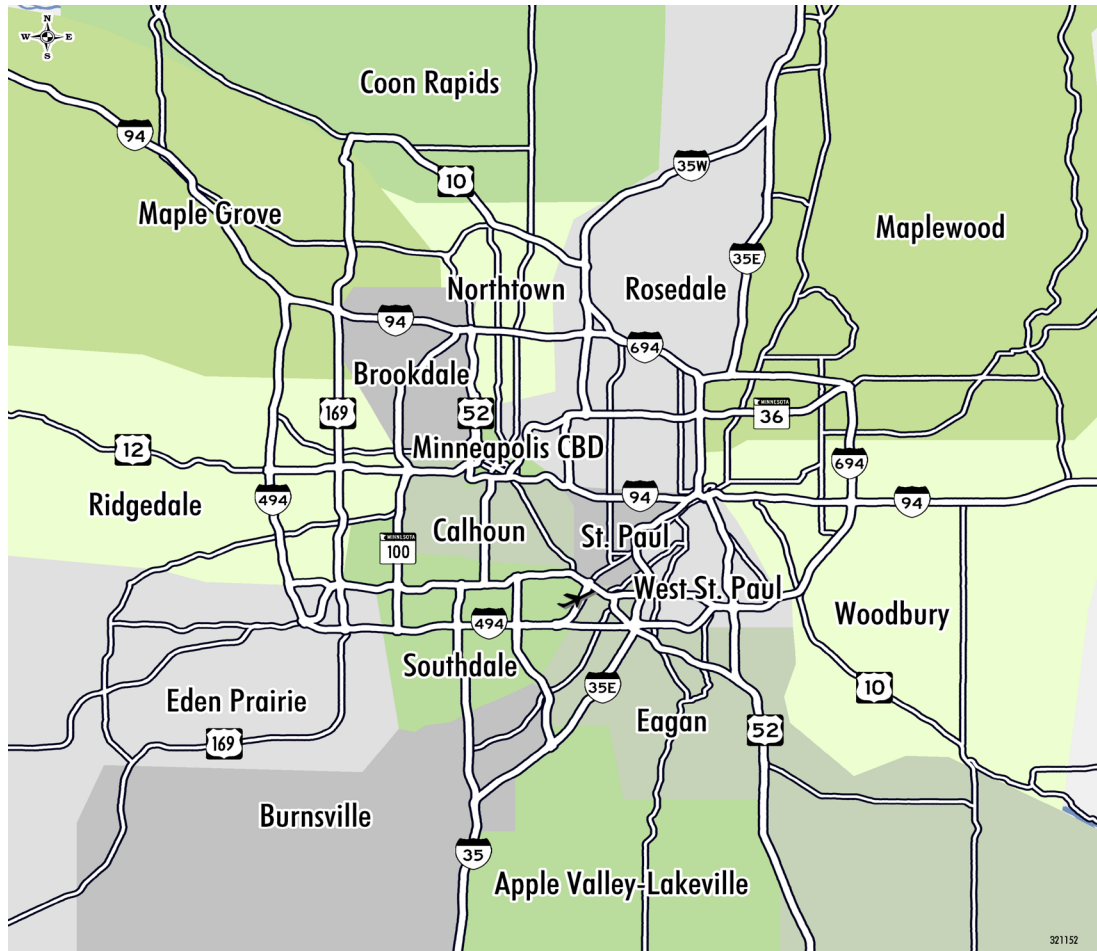
Source: CBRE Research, H2 2019.

Figure 7: Minneapolis/St. Paul Retail Market Statistics

Submarket	Market Rentable Area (Sq. Ft.)	Direct Vacancy Rate (%)	Average Net Asking Rate (\$/Sq. Ft./Yr)	2018 Net Absorption (Sq. Ft.)	2019 Net Absorption (Sq. Ft.)	Active Construction (Sq. Ft.)
A.V. - Lakeville	3,324,839	5.1	17.53	42,962	(8,000)	-
Brookdale	3,221,670	8.3	13.21	(47,940)	8,723	-
Burnsville	3,809,332	7.5	15.73	11,513	78,776	-
Calhoun	1,007,123	9.7	27.68	(4,806)	9,638	-
Coon Rapids	4,227,534	7.9	11.13	(22,410)	(9,274)	-
Eagan	2,733,503	5.9	15.29	(32,204)	2,182	-
Eden Prairie	4,281,737	3.3	19.01	15,933	11,596	250,000
Maple Grove	5,320,552	2.8	21.73	(22,499)	50,478	-
Maplewood	3,576,649	12.3	16.30	41,047	(49,052)	-
Minneapolis CBD	1,508,659	9.5	25.90	(715)	60,809	-
Northtown	3,195,598	12.3	17.12	145,806	237	66,800
Ridgedale	6,498,415	4.8	26.96	212,345	28,929	-
Rosedale	6,027,439	8.9	20.03	55,803	60,588	-
Southdale	7,592,792	10.0	23.48	297,710	404,711	46,000
St. Paul Highlands	1,069,093	26.8	18.06	(102,633)	(77,749)	-
West St. Paul	1,186,174	21.8	13.22	46,578	8,149	-
Woodbury	5,242,927	4.3	17.45	99,208	14,747	-
Totals	64,036,412	7.8	19.14	735,698	594,277	357,800

Note: tracked base includes only buildings (retail or multi-use with retail component) greater than 30,000 sq. ft.

Source: CBRE Research, H2 2019.



CONTACTS

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 sam.newberg@cbre.com

To learn more about CBRE Research, or to access additional research reports, please visit the Global Research Gateway at www.cbre.com/researchgateway.

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Minneapolis/St. Paul Industrial, Q1 2020

Industrial market posts strong 1st quarter ahead of uncertainty



Vacancy Rate
4.4%



NNN Asking Rate
\$6.55 per sq. ft.



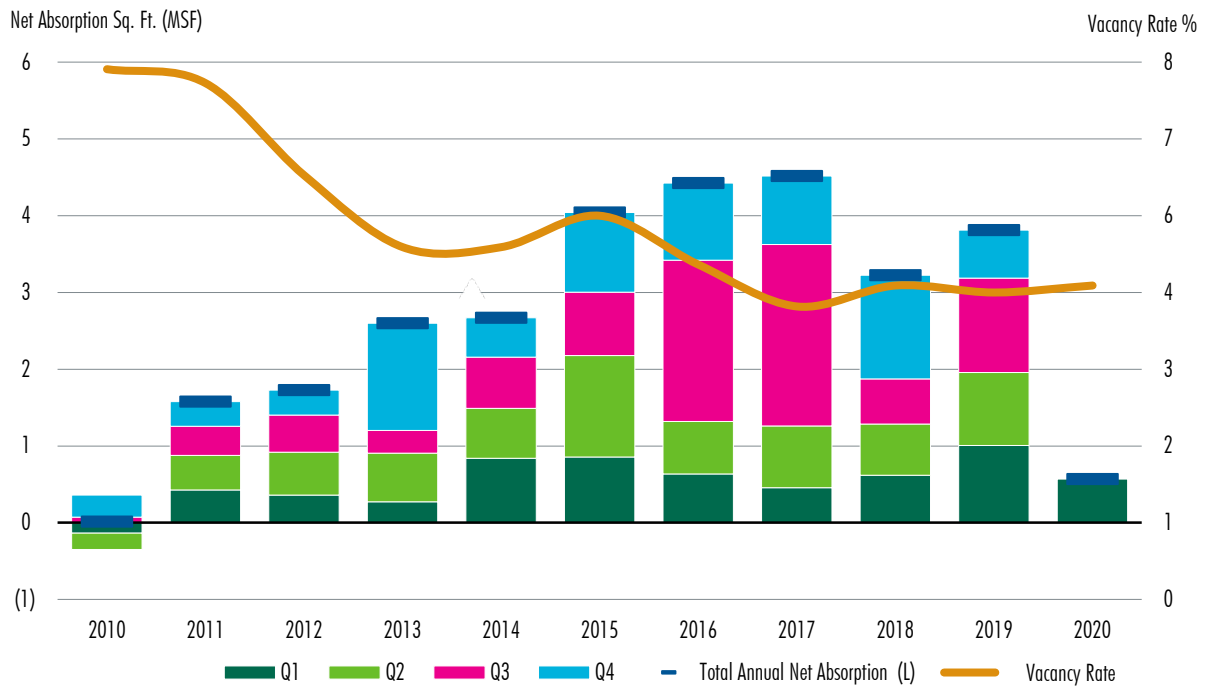
Under Construction
3.1 million sq. ft.



Net Absorption
567,945 sq. ft.

*Arrows indicate change from previous quarter.

Figure 1: Quarterly Net Absorption vs. Vacancy Rate with Annual Net Absorption



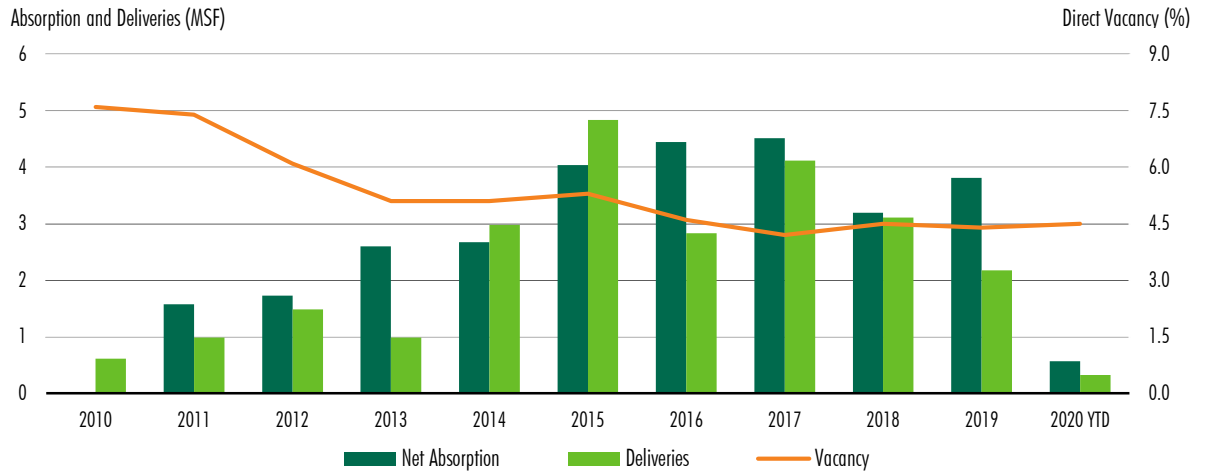
Source: CBRE Research, Q1 2020.

- Q1 2020 net absorption of 567,945 sq. ft. continued the robust pace of 2019, and vacancy remained low at 4.4%
- Construction completions for Q1 2020 totaled 329,186 sq. ft. including 229,186 sq. ft. of spec space, with 3.1 million sq. ft. under construction
- The Prologis acquisition of the 22-building, 2.53 million sq. ft. Liberty Property Trust portfolio reflected investors' continued interest in the Minneapolis market

MARKET OVERVIEW

The industrial market in Minneapolis/St. Paul closed Q1 2020 with 567,945 sq. ft. of absorption, continuing the strong performance over recent quarters. Construction completions in the quarter totaled 329,186 sq. ft. including 229,186 sq. ft. of spec space. An additional 3.1 million sq. ft. are under construction. Strong demand has kept vacancy relatively steady since 2017.

Figure 2: Annual Net Absorption and Deliveries vs. Vacancy Rate



Source: CBRE Research, Q1 2020

MARKET OVERVIEW, CONTINUED

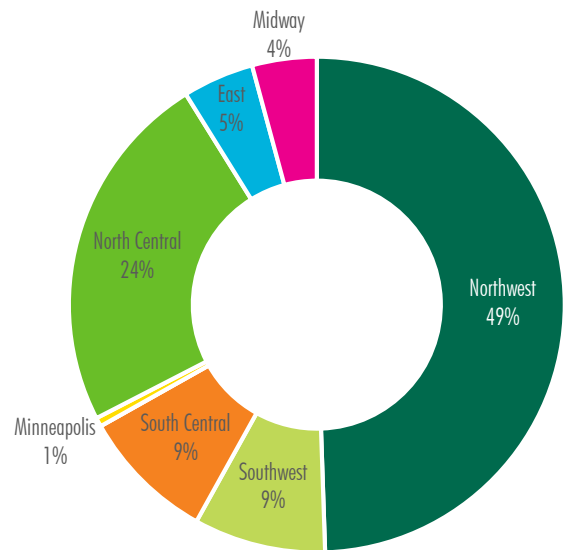
Absorption outpaced deliveries, following the trend over the past four years, and vacancy held steady at 4.4%.

TRANSACTION ACTIVITY

With 3.4 million sq. ft. of transaction activity, the Northwest led all other submarkets by a large margin, carrying 49% of the market total for Q1. Lease renewals of more than 200,000 sq. ft. each by Cardinal Health and MVP Logistics led the way, but several other deals in the Northwest exceeded 100,000 sq. ft.

Aveda signed a 187,238 sq. ft. renewal and Delkor signed a renewal/expansion of 133,524 sq. ft. in the North Central submarket, and Cherne announced plans to build a new 130,000 sq. ft. headquarters in the Southwest submarket.

Figure 3: Top Transactions by Sq. Ft. in Submarket



Source: CBRE Research, Q1 2020

Figure 4: Top Lease Transactions

Tenant	Size (Sq. Ft.)	Address	Submarket	Transaction Type
Cardinal Health	222,000	9000 109 th Av N	Northwest	Renewal
MVP Logistics	213,249	14600 N 21 st Av	Northwest	Renewal
Aveda	187,238	3860 Pheasant Ridge Dr	North Central	Renewal
Delkor	133,524	4300 NW Round Lake Rd	North Central	Renewal/Expansion
Cherne	130,000	NEQ Hwy 169/Johnson Mem Dr	Southwest	New Lease

Source: CBRE Research, Q1 2020.

TRANSACTION ACTIVITY, CONTINUED

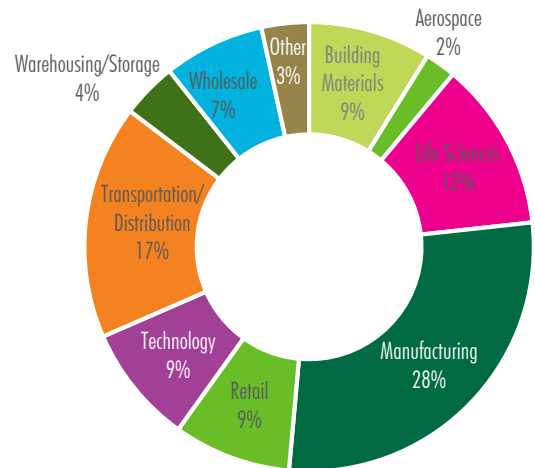
Manufacturing was the leading industry with 28% of all leasing/user sale activity in Q1 2020. As a reflection of the diverse economy in Minneapolis/St. Paul, the next six industry sectors had between 7% and 17% of activity in the quarter, including sectors such as Transportation/Distribution, Retail, Life Sciences, Technology, Building Materials, and Wholesale. Notably, Life Sciences was in third place with 12% of all leasing activity. New leases accounted for 50% of Q1 2020 activity, followed by renewals at 45% and user sales at 5%.

Figure 5: Top Transaction Type by Submarket and Sq. Ft.



Source: CBRE Research, Q1 2020.

Figure 6: Top Transaction Type by Industry



Source: CBRE Research, Q1 2020.

Q1 2020 INVESTMENT SALES

Prologis acquired a 2.53 million sq. ft. portfolio from Liberty Property Trust in Q1 2020. The 22-property local acquisition was part of a national portfolio purchase and further solidified Minneapolis/St. Paul as an attractive industrial market for multinational investors.

Capital Partners/PCCP acquired a five-building portfolio, showcasing their desire to add additional scale in the Minneapolis market, and Americold Realty Trust added to its existing two-building Minneapolis/St. Paul cold storage portfolio with the \$56 million purchase of a 217,000 sq. ft. facility in Newport.

The \$23.8 acquisition by Heitman Capital Management of the Midway Stadium Business Center (CBRE represented the seller) presented a rare opportunity to acquire a newly-built property in the centrally-located Midway submarket.

Figure 7: Top Investment Sale Transactions

Property	City	Buyer	Sale Price (\$)	Size (Sq. Ft.)	Price Per Sq. Ft. (\$)
Liberty Property Trust Portfolio	Minneapolis Market	Prologis	N/A	2,534,813	N/A
CoreMSP Portfolio	Minneapolis Market	Capital Partners jv PCCP	59,500,000	557,887	107.00
Newport Cold Storage	Newport	Americold Realty Trust	56,000,000	217,072	258.00
Midway Stadium Business Center*	St. Paul	Heitman Capital Management	23,800,000	189,746	125.00
Chandler Inc. @ 2700 Harvey	Hudson	Stag Industrial, Inc.	10,400,000	69,394	150.00

Source: CBRE Research, Q1 2020.

* Indicates CBRE Representation

Figure 8: Minneapolis/St. Paul Industrial Market Statistics

Submarket	Rentable Area (Sq. Ft.)	Total Availability Rate (%)	Direct Vacancy Rate (%)	Average Warehouse Net Asking Rate (\$/Sq. Ft./Yr)	Average Office Net Asking Rate (\$/Sq. Ft./Yr)	Average Net Blended Asking Rate (\$/Sq. Ft./Yr)	Q1 Net Absorption (Sq. Ft.)	2020 YTD Net Absorption (Sq. Ft.)
Metro Overall	335,487,869	6.0	4.4	4.85	9.63	6.55	567,945	567,945
Southwest	72,001,059	6.7	4.9	4.97	9.77	6.70	58,648	58,648
Northwest	68,594,575	7.7	5.9	4.87	9.62	6.75	126,730	126,730
South Central	53,905,950	6.1	4.0	4.74	9.46	6.25	85,615	85,615
North Central	52,369,498	5.8	4.3	4.92	9.84	6.88	197,786	197,786
Midway	30,870,564	5.6	4.9	4.60	9.31	6.62	118,780	118,780
Minneapolis	26,183,046	3.0	1.9	5.77	11.47	8.62	(56,530)	(56,530)
St. Paul	16,011,669	3.7	3.2	3.99	8.18	5.54	25,516	25,516
East	15,551,508	4.5	2.5	4.84	9.83	6.06	11,400	11,400

Source: CBRE Research, Q1 2020.

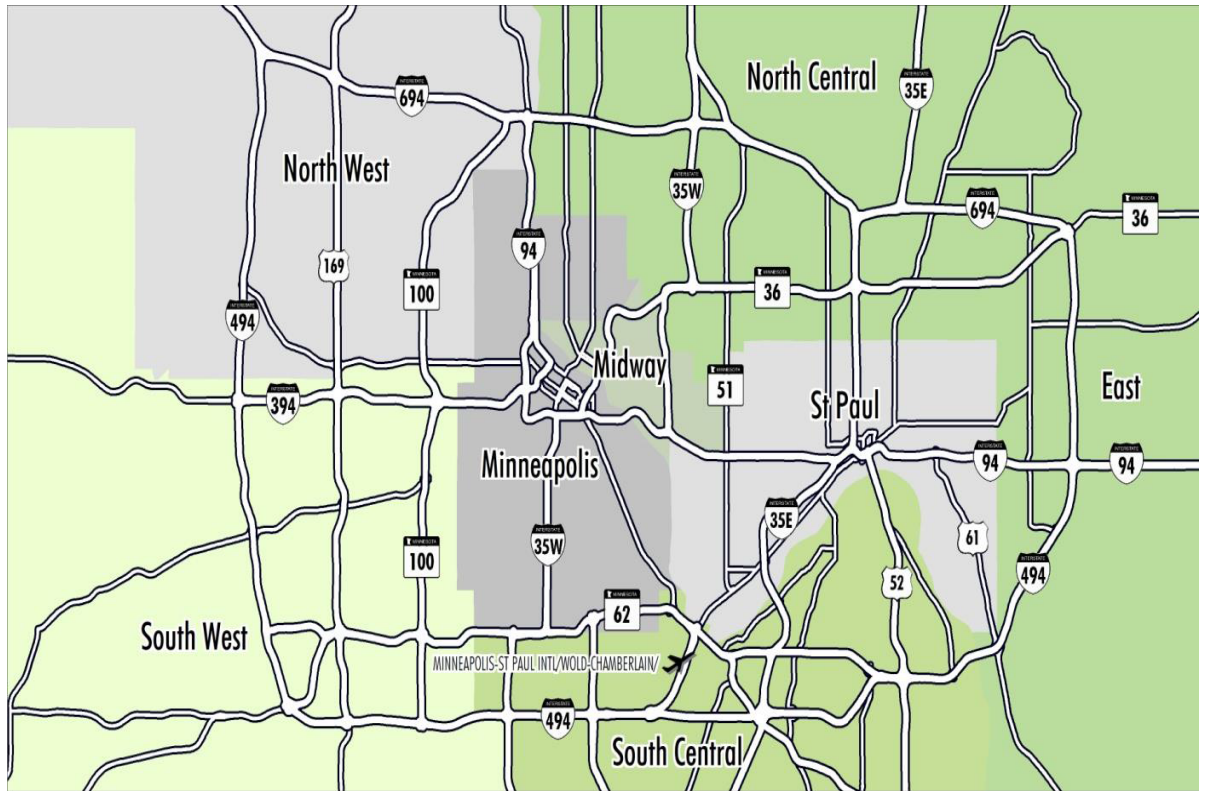
* Single Tenant & Multi Tenant. Total Vacancy Rate May Not Add Up Due To Rounding.

Figure 9: Q1 2020 Minneapolis/St. Paul Industrial Construction Statistics

Submarket	Construction Starts (Sq. Ft.)	Starts Preleased (%)	Under Construction (Spec Sq. Ft.)	Under Construction (BTS Sq. Ft.)	Under Construction Total (Sq. Ft.)	Spec Completed (Sq. Ft.)	BTS Completed (Sq. Ft.)	Construction Completed Total (Sq. Ft.)
Metro Overall	-	-	949,100	2,183,724	3,132,824	229,186	100,000	329,186
Southwest	-	-	471,980	130,000	601,980	-	-	-
Northwest	-	-	204,120	778,000	982,120	204,186	-	204,186
South Central	-	-	152,000	166,724	318,724	-	100,000	100,000
North Central	-	-	40,000	440,000	480,000	25,000	-	25,000
Midway	-	-	-	-	-	-	-	-
Minneapolis	-	-	-	-	-	-	-	-
St. Paul	-	-	-	-	-	-	-	-
East	-	-	-	769,000	769,000	-	-	-

Source: CBRE Research, Q1 2020.

Figure 10: Minneapolis/St. Paul Industrial Submarket Map



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Minneapolis/St. Paul Office, Q1 2020

Diverse economy drives Q1 2020 leasing and absorption

 **Vacancy Rate**
18.7%

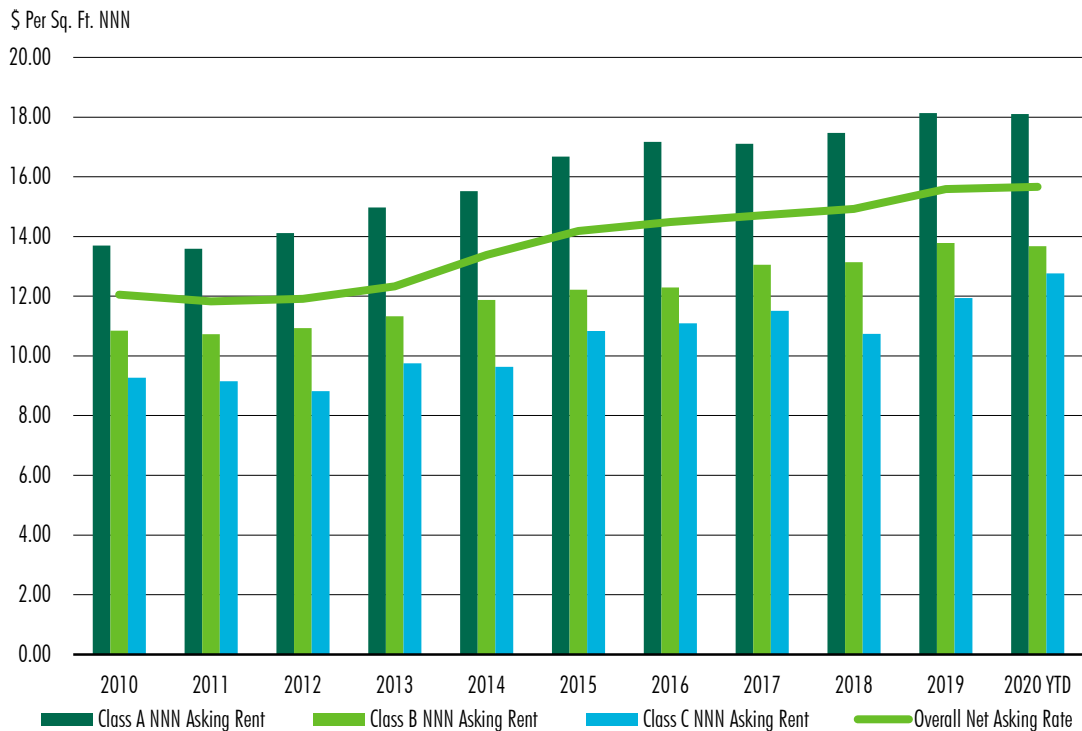
 **NNN Asking Rate**
\$15.67 PSF

 **Net Absorption**
78,661 SF

 **Under Construction**
847,280 sq. ft.

*Arrows indicate change from previous quarter.

Figure 1: Historic Annual NNN Asking Rate



Source: CBRE Research, Q1 2020.

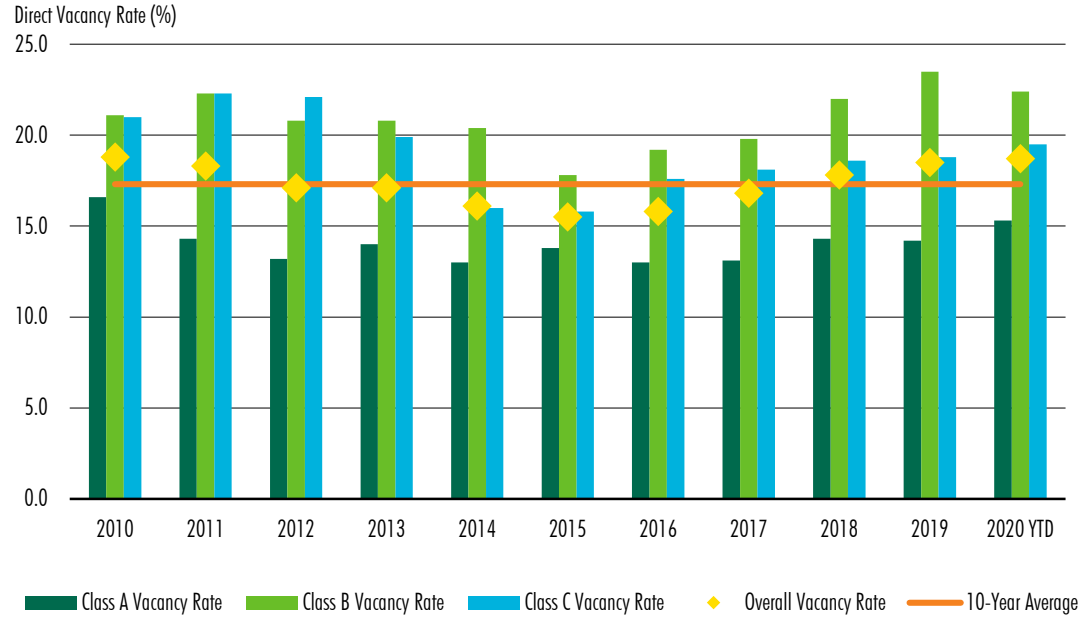
- The year started strong with positive absorption of 78,661 sq. ft. in Q1 2020
- A total of 38 leases for nearly 1.2 million sq. ft. in Q1 2020 were among the strongest results in the past two years
- Net asking rates rose to \$15.67 per sq. ft. a 2.4% year-over-year increase
- Investment sales included the \$130 million sale of the recently-renovated West End Office Park

MARKET OVERVIEW

The diverse Minneapolis/St. Paul economy was reflected with Health Care, Insurance and Tech driving nearly 1.2 million sq. ft. of leasing in Q1 2020. Tenants and investors continued to favor high-amenity, well-located office.

Overall net asking rates rose to \$15.67 per sq. ft. for the Minneapolis/St. Paul market. Class A net asking rates in the 394 Corridor reached \$19.92 per sq. ft., increased to \$19.16 in the Minneapolis CBD and are \$18.10 overall.

Figure 2: Vacancy Rates by Class with 10-Year Average and Overall Average



Source: CBRE Research, Q1 2020.

MARKET OVERVIEW, CONTINUED

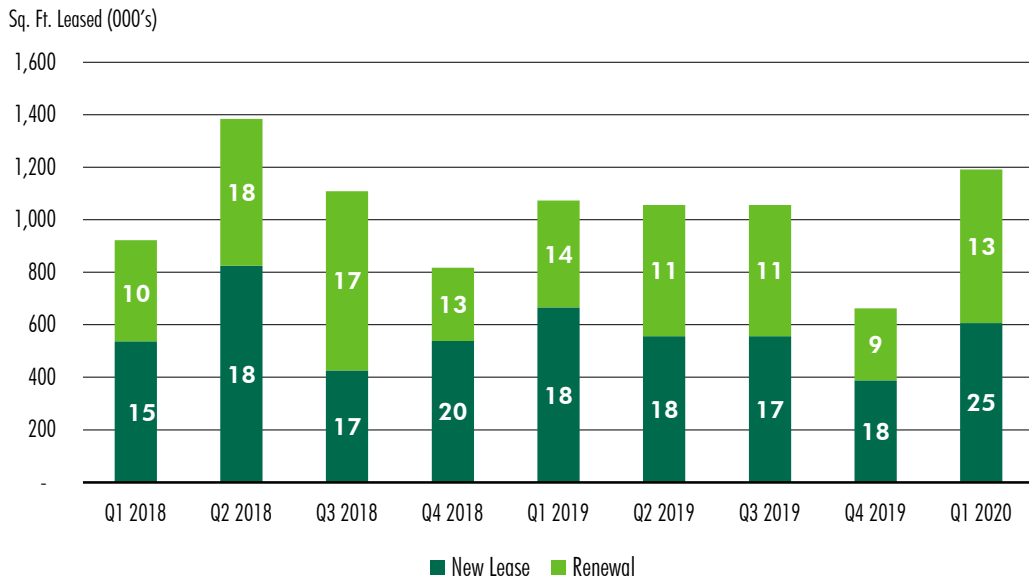
Overall Q1 2020 office vacancy in the Minneapolis/St. Paul market was 18.7%, with Class A vacancy at 15.3%.

The 494 Corridor led all submarkets with 113,984 sq. ft. of absorption, including 75,998 sq. ft. of Class A absorption.

LEASING BEST IN PAST TWO YEARS

Overall deal count picked up in Q1 2020. The 38 tracked leases (greater than 10,000 sq. ft.) was the highest quarterly total in the past two years, and the total sq. ft. of nearly 1.2 million was the second highest. The 25 new leases signed outpaced the historic quarterly average over the past two years.

Figure 3: Sq. Ft. and Count of New Leases and Renewals



Source: CBRE Research, Q1 2020.

LEASING ACTIVITY REFLECTS DIVERSE MINNEAPOLIS/ST. PAUL ECONOMY

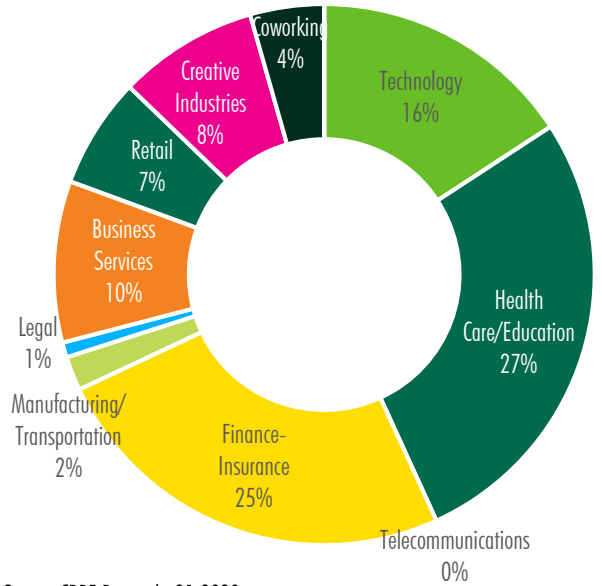
Notable Med Tech leases by Minnetronix and Tactile Technology helped propel the Health Care/Education sector in to first place, with 27% of all Q1 2020 leasing. The Nerderly’s dog-friendly lease at 7700 France led all Tech leasing for the quarter, and Life Time Work announced its third Minneapolis/St. Paul coworking location with a 53,000 sq. ft. lease at Thirty in the Minneapolis CBD. The 394 Corridor led all submarkets with 29% of all Q1 leasing, including 34,672 sq. ft. by CarVal, the first tenant to sign at 10 West End, currently under construction in St. Louis Park. The Midway and 494 Corridor tied for second place in leasing at 18%.

Q1 INVESTMENT SALES

The largest office investment sale of Q1 2020 was the West End Office Park, which Bridge Investment Group purchased from Excelsior Group for \$130 million. Excelsior Group purchased the six-building portfolio in 2015 for \$40 million, invested approximately \$27 million in renovations, and increased occupancy by more than 20% prior to the sale.

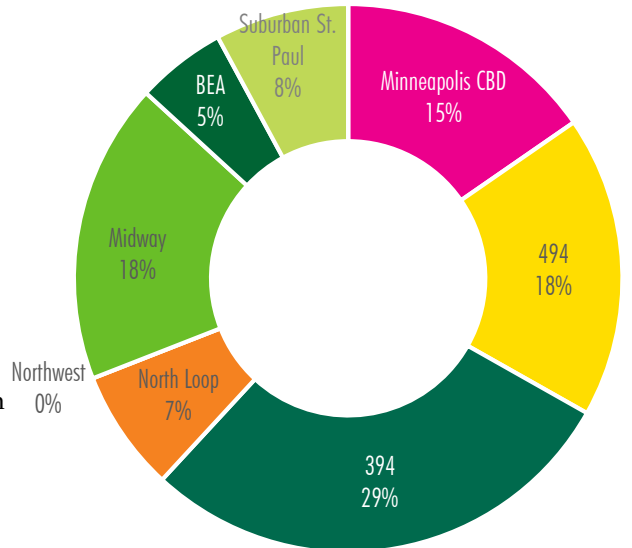
CBRE represented the seller in the \$39.8 million purchase of the Trimble Transportation Mobility HQ at 4350/4400 Baker Road. Waitt Company purchased the single-tenant UHG @ 6150 Trenton Lane, occupied by UnitedHealth Group, for \$24.5 million.

Figure 4: Transaction Industry Type by Sq. Ft.



Source: CBRE Research, Q1 2020.

Figure 5: Transaction Submarket Location by Sq. Ft.



Source: CBRE Research, Q1 2020.

Figure 6: Notable Sale Transactions

Property	Size (Sq. Ft.)	Submarket	Buyer	Price (\$)	Price (\$ Per Sq. Ft.)
West End Office Park	567,889	394	Bridge Investment Group	130,000,000	230
Trimble Transportation Mobility HQ*	173,364	394	Syndicated Equities Corp	39,800,000	230
UHG @ 6150 Trenton Lane	178,385	394	Waitt Company	24,500,000	136
Park Glen Corporate Center	52,124	394	Carlson Partners	6,895,000	132
21 st Century Bank @ 9380 Central Av	29,521	Suburban St. Paul	Bella Vita Holdings LLC	4,600,000	154

* CBRE Representation

Source: CBRE Research, Q1 2020.

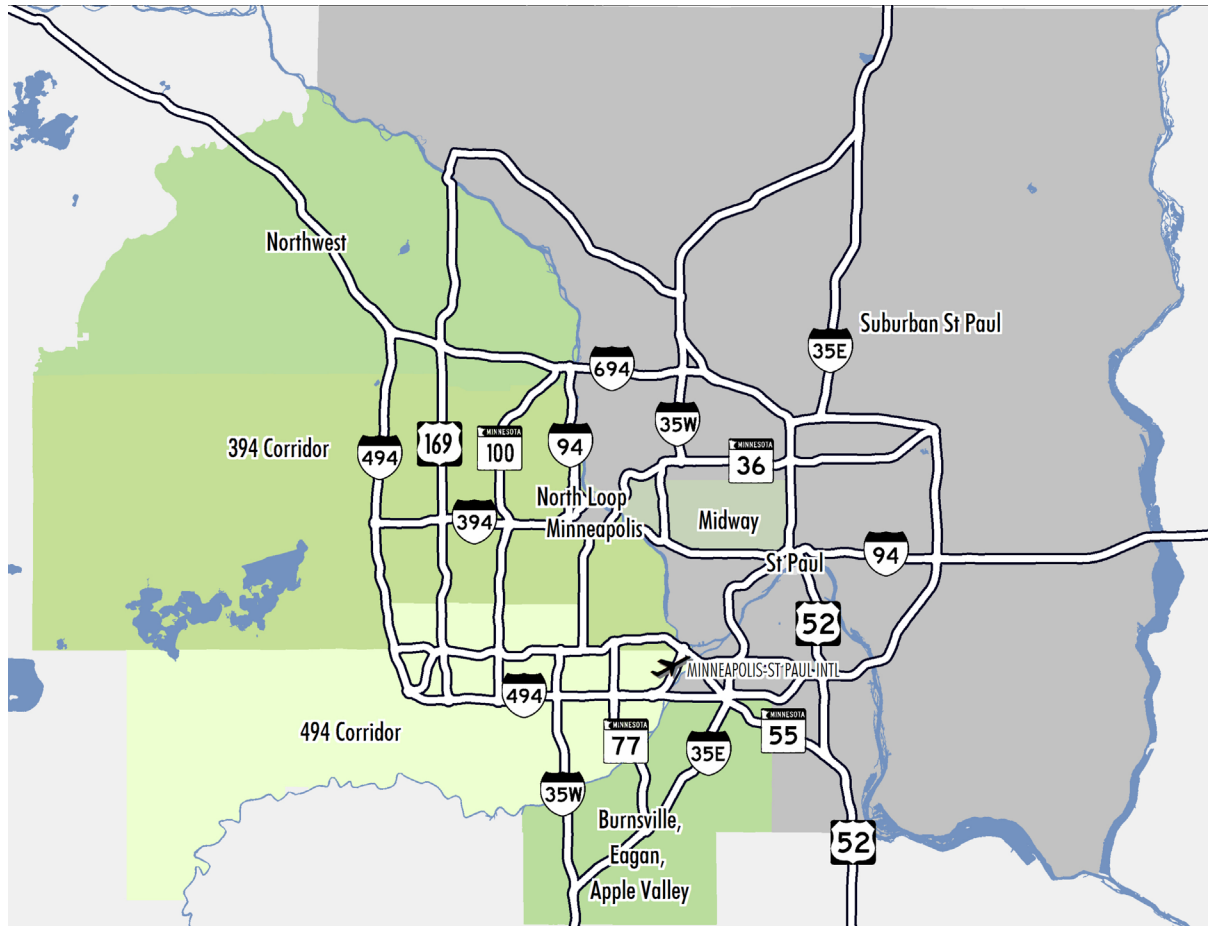
Figure 7: Minneapolis/St. Paul Multi-Tenant Office Market Statistics

Submarket	Rentable Area (Sq. Ft.)	Direct Vacancy Rate (%)	Y-o-Y Vacancy Trend	Average Net Asking Rate (\$/Sq. Ft./Yr)	Y-o-Y Asking Rate Trend	Q1 Net Absorption (Sq. Ft.)	Y-o-Y Net Absorption Trend	YTD Net Absorption (Sq. Ft.)	Multi-Tenant Construction (Sq. Ft.)
Metro Overall	73,501,741	18.7	↑	15.67	↑	78,661	↑	78,661	847,280
Class A	35,492,796	15.3	↑	18.10	↑	33,086	↑	33,086	847,280
Class B	31,011,206	22.2	↓	13.69	↑	64,480	↑	64,480	-
Class C	6,997,799	19.6	↑	12.75	↑	(18,905)	↓	(18,905)	-
Minneapolis CBD	22,239,487	20.1	↓	16.61	↑	(70,479)	↑	(70,479)	532,000
Class A	13,593,494	13.7	↓	19.16	↑	(83,808)	↑	(83,808)	532,000
Class B	7,086,165	31.8	↓	13.35	↓	5,090	↓	5,090	-
Class C	1,559,828	23.8	↑	14.54	↑	8,239	↑	8,239	-
394 Corridor	11,001,229	14.8	↑	18.30	↑	19,500	↓	19,500	315,280
Class A	5,511,031	16.9	↑	19.92	↑	27,666	↑	27,666	315,280
Class B	4,474,866	13.1	↑	16.30	↓	(22,719)	↑	(22,719)	-
Class C	1,015,332	10.8	↓	11.37	↑	14,553	↑	14,553	-
494 Corridor	16,305,261	15.4	↓	15.52	↑	156,424	↑	156,424	-
Class A	8,393,753	10.6	↑	18.04	↑	75,998	↑	75,998	-
Class B	6,445,331	19.9	↓	13.08	↑	56,761	↑	56,761	-
Class C	1,466,177	22.5	↑	10.66	↑	(18,775)	↓	(18,775)	-
North Loop	4,020,042	21.7	↑	17.86	↑	(28,717)	↓	(28,717)	-
Class A	877,775	24.2	↑	22.57	↑	0	→	0	-
Class B	2,054,798	23.2	↑	17.58	↑	(14,278)	↑	(14,278)	-
Class C	1,087,469	16.9	↑	14.28	↓	(14,439)	↓	(14,439)	-
Midway	4,481,224	12.8	↓	14.19	↑	21,545	↑	21,545	-
Class A	1,069,505	24.4	↑	15.65	↑	0	↓	0	-
Class B	2,908,485	7.7	↓	14.05	→	18,885	↓	18,885	-
Class C	503,234	17.6	↑	11.24	↑	2,660	↑	2,660	-
BEA	2,955,822	24.1	↑	12.85	→	18,362	↑	18,362	-
Class A	1,283,912	27.2	↑	14.69	→	12,934	↑	12,934	-
Class B	1,542,898	22.4	↑	11.95	↑	3,914	↓	3,914	-
Class C	129,012	13.0	↑	11.13	↓	1,514	↑	1,514	-
Northwest	1,357,864	19.5	↑	10.97	↓	(8,411)	→	(8,411)	-
Class A	127,000	22.8	↑	11.00	→	0	↓	0	-
Class B	952,789	14.9	↓	11.42	↓	1,589	↑	1,589	-
Class C	278,075	34.0	↑	9.88	→	(10,000)	↓	(10,000)	-
St. Paul CBD	6,417,604	28.6	↑	12.76	↑	(4,576)	↑	(4,576)	-
Class A	2,685,792	18.7	↑	13.63	↓	(734)	↑	(734)	-
Class B	3,422,819	36.5	↑	12.47	↑	(1,185)	↓	(1,185)	-
Class C	308,993	28.6	↑	11.76	↓	(2,657)	↓	(2,657)	-
Suburban St. Paul	4,723,208	18.6	↑	13.36	↑	17,453	↑	17,453	-
Class A	1,950,474	24.3	↑	13.43	↑	1,030	↑	1,030	-
Class B	2,123,055	14.7	↓	13.33	↑	16,423	↑	16,423	-
Class C	649,679	14.3	↓	12.74	↑	0	↑	0	-

Note: The tracked base includes all multi-tenant office buildings larger than 30,000 sq. ft. and does not include any owner-user buildings.

Source: CBRE Research, Q1 2020.

Figure 8: Minneapolis/St. Paul Office Submarket Map



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June 2020 City of Ramsey Land Review

City of Ramsey-CBRE Closed Deals

1. Municipal Center NIK
2. Aeon
3. Centra Homes
4. Common Bond
5. Inland Development/Affinity
6. PSD, LLC
7. Coastal Living
8. Stone Brook Daycare
9. Purmort Homes
10. Muni Center-Meadow Creek

City of Ramsey-CBRE Under Contract/PA Status

1. Capstone Homes
2. Rob Hardy-PA
3. GiGi's Salon
4. Cobblestone Hotel

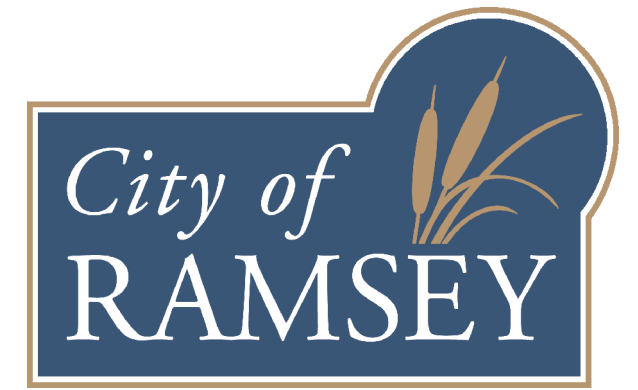
Prospects (sample list)

Prospect	Active or Met with City	Inactive met with City	CBRE Reach Out- No Response	CBRE Reach Out- Not Interested
Dunkin	X-Reviewing demo's, traffic counts, likes growth story			
Dental Group	x-Looking for expansion site. Want to be near grocery			
Casey's	X			
Kwik Trip	X			
Aldi	X			
Hy-Vee	X looking for Fast & Fresh Concept locations	x		
Starbucks	x-Looking for sites. Provided locations in COR			
Jimmy Johns			x	

NAPA			x	
Cub Foods				x-supplier to Coburns
Ryan Companies		X-potential for medical use		
Opus Companies		X		
IDP	X			
Pulte Homes		X		
Hampton Companies		x-under construction on southside of Hwy 10		
PSD	X	x-under construction on industrial, apartment and retail in Ramsey		
Paxmar	X			
Dollar Tree	X			
Fourteen Foods-DQ franchisee				X
Lennar	X			
DR Horton	X			
David Weekley Homes				X
M & I Homes	X			
Dominium		X-Want to build senior affordable on Parcel 47		
Kindercare	X-new sites on hold due to COVD			
New Horizon				X
YMCA		X		
Speedway	X			
Holiday	X			
Abra/Caliber	X			
Oppidan	X			
United Properties for senior housing				X
Lifetime Fitness				X

Scannell Development				X
Ebbert Companies				X
Summit Development-senior housing				X
Charter School Fund		X		
Continental Properties	X-interested in non COR site for apartment development			
Excelsior Group				X
Mister Car Wash	X			
LGI Homes				X
Mills Fleet Farm				X
Wal-Mart				X
Metro Self Storage	X			
Platinum Development		X		
Willie McCoy's	X			
Culver's				X-Franchisee led
Noodles				X
Chipolte				X
Smashburger				X
Raising Canes				X
Chick Fil A				X
All American Car Wash				X
Panera Bread				X
Taco Bell				x

Monthly Blast of properties to 3000 prospects including brokers, builders, contractors, developers, investors, etc. Properties are posted on MnCAR/Catalyst, Loopnet, Costar, CBRE.com.

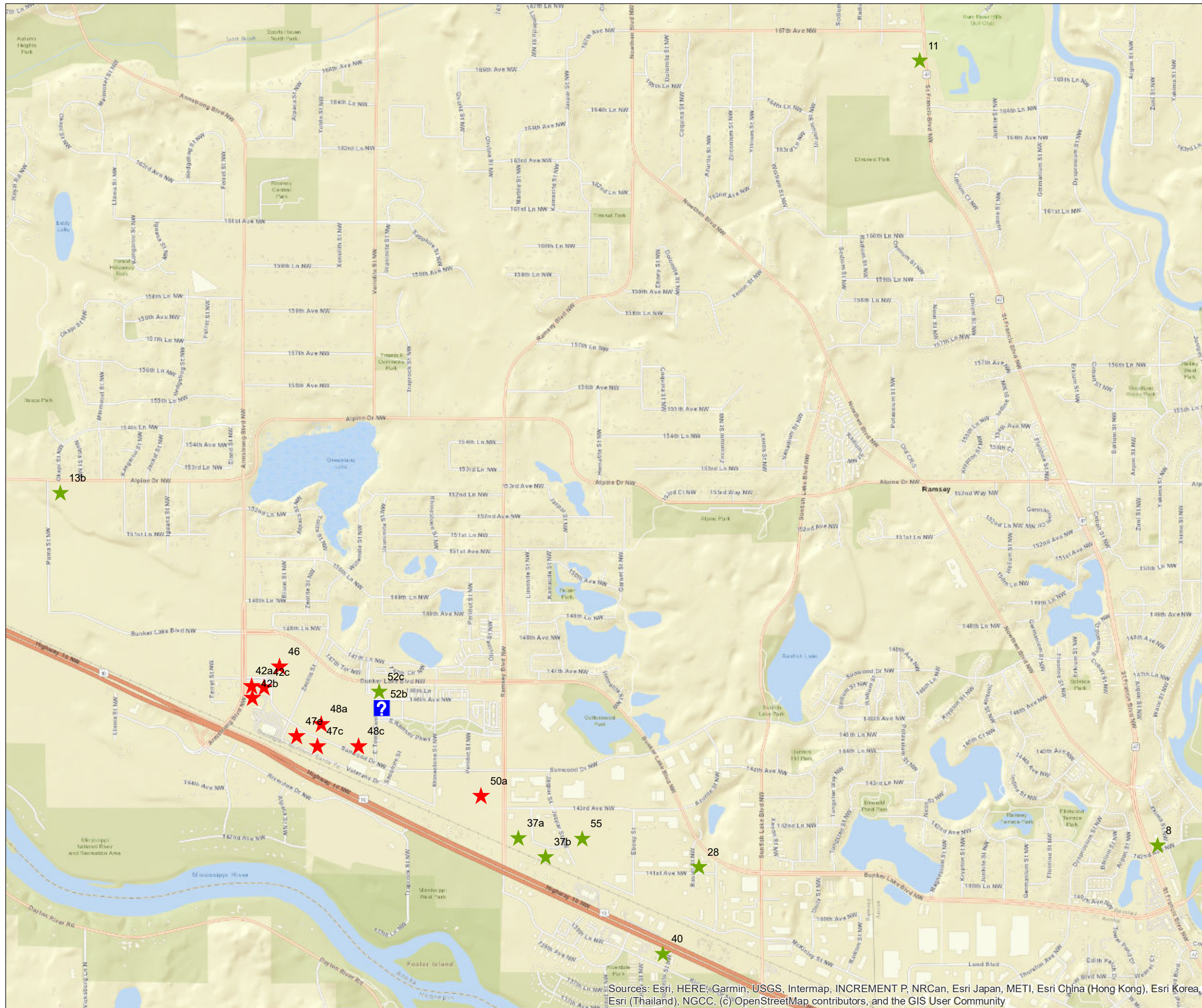


City Listings

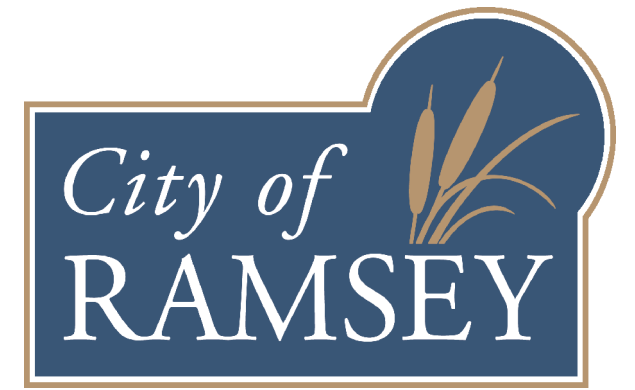
Listings

Listing type

- ★ CBRE
- ★ City
- ❓ PENDING



Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community

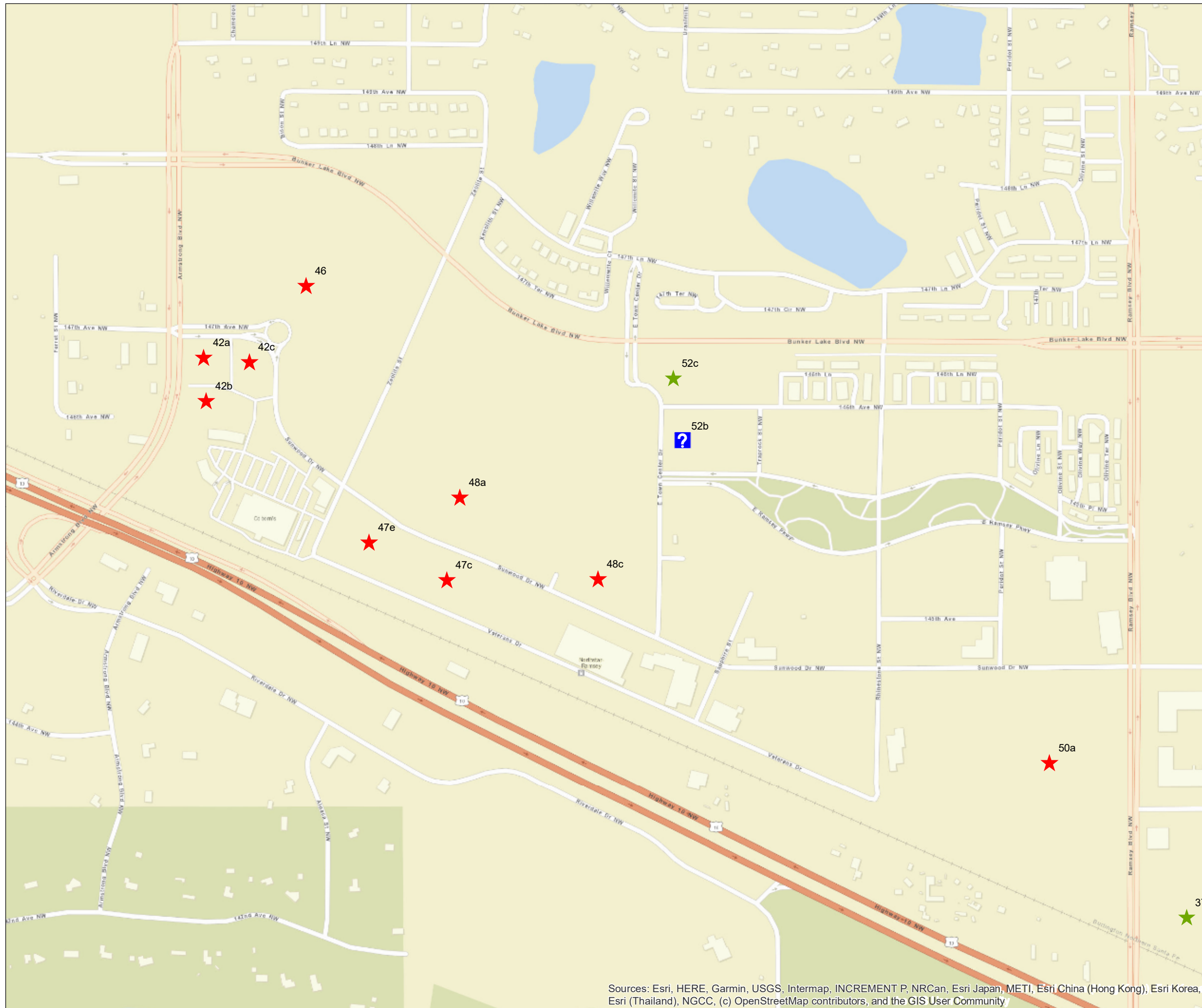


City Listings COR Area

Listings

Listings type

- ★ CBRE
- ★ City
- ❓ PENDING



Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community

Economic Development Authority (EDA)

4. 3.

Meeting Date: 07/16/2020

Submitted For: Sean Sullivan, Community Development

By: Sean Sullivan, Community Development

Title:

Anoka Area Chamber of Commerce: Manufacture Cohort: 2020 Partnership Subscription Renewal

Purpose/Background:

Chamber Background

The City of Ramsey is a member of the Anoka Area Chamber of Commerce. The Anoka Area Chamber of Commerce has a rich history of success in catering to the needs of retail, food, and professional service industries. The Chamber specializes in events, marketing, and networking.

Manufacturing Coalition/ Manufacture Cohort Background

In 2015, the Chamber identified the need to better serve the large "manufacturing" sector physically located in the Chamber's service territory. Commonly, the Chamber's standard "events/ marketing/ networking" opportunities do not provide significant value to manufacturers. NOTE: the Cities of Ramsey and Anoka share a roughly 1,000 acre business park that includes over 10,000 jobs--most of said jobs are manufacturing (or related to manufacturing).

With this in mind, the Chamber began a "sub-group" known as the "Manufacturing Coalition" about five years ago. Here is a link to their website: <http://www.anokaareachambermanufacture.com/>). The group has now self identified as the Manufacture Cohort. The mission of the Manufacture Cohort is to: become a catalyst for strengthening community manufacturing; accelerating transformation into a more efficient and powerful engine of innovation, job creation and economic growth.

In summary, the Manufacture Cohort is a group of leaders from local manufacturers that meet periodically to discuss and address issues unique to their industry and identify an ongoing topic list. In some cases, meetings are purely the exchange of best practices. In other cases, the Manufacture Cohort asks the Chamber to implement and develop a service or product to help the group. Currently, the #1 topic is addressing workforce needs and shortages.

Staff attended a Manufacturing Signing Day event held at Anoka Technical College in February 2019. This event was well attended by both businesses and high school students. The event is geared to educate potential future workforce about the manufacturing field and the demand for workers. Staff also attended another Cohort event in May 2019. At this event, Mike Mulrooney gave a presentation on the state of manufacturing industry and trends. The businesses in attendance seemed engaged and the event was well attended. Staff has attended other events since and has found them to be engaging and helpful to Ramsey businesses.

Lastly, the Manufacture Cohort, through Chamber Staff, has routinely facilitated outreach with Legislators, businesses, and school districts to drive initiatives developed by this group.

Although the Chamber does receive some funding for the Manufacture Cohort via subscriptions from manufacturing businesses, this initiative needs financial support to keep running. The purpose of this case is to consider continued support of the Manufacture Cohort by providing \$5,000 for the 2019-2020 program. These dollars would be utilized for "facilitation/ operation" expenses related to the Manufacturing Cohort (meetings/communications/ etc.). NOTE: the City has supported the program in 2016, 2017, 2018 and 2019.

Mayor John LeTourneau has been asked to attend this meeting to provide information and to answer questions. Mr. LeTourneau serves as the facilitator of this process on behalf of the Chamber.

Notification:

Observations/Alternatives:

Due to COVID-19, there has been less programming and events to start of 2020. Here are the structured events and meetings that City Staff has attended since the EDA approved the 2019 renewal in July of last year

- 1/23/20 Rapid Packaging Tour - Champlin
- 10/4/19 – Safety Speed - Tour- Ham Lake- Manufacturing Week - Governor Walz
- 10/23/19 Saints Manufacturing - Saint Francis - Site visit of a high school engineering program

Typically the Cohort would have had a Manufacturing Career Signing day at Anoka Technical College. However, due to COVID-19, this event has not this year. It is possible that it could be rescheduled for a future date. Staff is hopeful that there will be more programming/events/visits when conditions are more favorable.

Funding Source:

Consistent with the past several years, the City is being asked to consider funding \$5,000.00. This expense comes from the EDA Budget.

Other Trusted Sponsors that have provided past support for the Manufacture Cohort include: Anoka Technical College, Connexus Energy, Anoka Public Utility (City of Anoka), Anoka County, Stepping Stone and Rapid Packaging.

Recommendation:

Considering Ramsey's limited internal resources (staff time) to pro-actively and effectively address large regional issues that effect our manufactures, the Anoka Area Chamber Manufacture Cohort provides the City an efficient opportunity to get involved. The group has a focus on workforce development and this is a pressing issue in today's economy and our local businesses. Staff would consider supporting sponsorship of this program again in 2020 as it appears this group is providing a service to our local businesses/manufactures (i.e. Building Fasteners, Minnesota Tool and Die, Connexus Energy and others).

Action:

Motion to recommend to the City Council the continued support of the Anoka Area Chamber Manufacture Cohort in 2020 including \$5,000 in funding.

Attachments

2019 2020 WorkPlan

2019 Activity

Form Review

Inbox	Reviewed By	Date
Sean Sullivan (Originator)	Sean Sullivan	07/09/2020 09:48 AM
Tim Gladhill	Tim Gladhill	07/09/2020 10:44 AM
Kurt Ulrich	Kurt Ulrich	07/09/2020 11:39 AM
Form Started By: Sean Sullivan		Started On: 06/26/2020 09:07 AM
Final Approval Date: 07/09/2020		

This Letter outlines the Work Plan Direction for the CoHort in the next number of months and beyond:

An outcome from the May 17 Anoka Area Chamber Manufacture CoHort meeting was to review the discussion points on “new” areas for discovery in support of regional Manufacturing. These potential new topics would allow for additional value to be gathered from our effort and would run concurrently with the continuing effort we have in the workforce planning from the past few years. Here is a recap of the top scoring topics.

Top Scoring Item:

ALTERNATE WORKFORCE OPTIONS - This CoHort needs to understand alternate resources addressing workforce. What are the available pools of workforce and how does this CoHort get access to these groups?

The Next Three Scored Equal:

NEXT LEVEL SKILL SETS - The CoHort should collectively work on broad opportunities addressing "skill sets to take to the next level" impacting manufacturing. Both internal and external.

TECHONOLOGY TRENDS - You believe that understanding new applications and trends with Technology would be valuable to the CoHort.

AUTOMATION - You believe that Automation would be an important area to explore.

The Third Highest Scoring item:

NEW HR COHORT - I would believe that the creation of an HR CoHort facilitated by the Anoka Area Chamber would be a valuable addition to Chamber members.

The Last Four Rounded Out The Questions:

FORECASTING - The CoHort should collectively work on broad forecasting questions impacting manufacturing.

COST OF GOODS - The CoHort peer to peer meeting would be a great way to identify common elements addressing Cost of Goods and ways to manage this issue.

TARRIFS - We need to understand how Tariffs impact Manufacturing.

LENDING RESOURCES - You may be or may not be in need of lending resources; but understanding and having a lending process in place would serve our current or future plans.

The moving forward plan will be to introduce the top sets of items in the next number of CoHort meetings.

Anoka Area Chamber Of Commerce
MANUFACTURE COHORT

- ❖ Design and Fabrication
- ❖ Mathematics Foundation
- ❖ STEAM
- ❖ Career Intent Signing Day

PIPELINE FLOW

