

GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY

**Thursday, January 10, 2019
4:00pm
Grand Rapids City Hall**

NOTICE IS HEREBY GIVEN, that a regular meeting of the Grand Rapids Economic Development Authority will be held in Conference Room 2A in the Grand Rapids City Hall, 420 North Pokegama Avenue, in Grand Rapids, Minnesota on Thursday, January 10, 2019 at 4:00pm.

AGENDA

1. Call to Order
2. Call of Roll
3. Setting of the Regular Agenda - *This is an opportunity to approve the regular agenda as presented or add/delete by a majority vote of the Commissioners present an agenda item.*
4. Approval of minutes from the December 13, 2018 regular meeting.
5. Consider approval of claims
6. Consider entering into a lease agreement with Miller & Holmes, Inc.
7. Consider approval of Central School lease with Embrace Mental Health, LLC for Suite 3
8. Consider approval of a Central School lease with Free Range Food Co-op for Suite 202.
9. Consider approval of Commercial Building Improvement Loan to BAB Properties, LLC for the renovation of the commercial building at 32 NW 4th St.
10. GREDA 2019 Work Plan
11. Updates:
12. Adjourn

GREDA Members/terms:

Dale Christy – 12/31/18 (with council term)
Rick Blake– 12/31/18 (with council term)
Mike Przytarski – 3/1/21
Cory Jackson – 3/1/23
Mike Korte – 3/1/22
Chris Lynch – 3/1/19
Sholom Blake – 3/1/19

**GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
THURSDAY, DECEMBER 13, 2018
4:00 P.M.
GRAND RAPIDS CITY HALL – CONFERENCE ROOM 2A
420 NORTH POKEGAMA AVE., GRAND RAPIDS, MINNESOTA**

CALL TO ORDER: Pursuant to due notice and call thereof, a Regular Meeting of the Grand Rapids Economic Development Authority (GREDA) was called to order on Thursday, December 13, 2018 at 4:00 p.m. in Conference Room 2A of City Hall, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL: On a Call of Roll the following members were present: Commissioners: Sholom Blake, Dale Christy, Mike Korte, Rick Blake. Absent: Mike Przyarski, Cory Jackson, Chris Lynch.

SETTING OF REGULAR AGENDA: **Approved without addition.**

APPROVAL OF MINUTES:

MOTION BY COMMISSIONER CHRISTY, SECOND BY COMMISSIONER R. BLAKE TO APPROVE THE MINUTES OF THE NOVEMBER 13, 2018 REGULAR MEETING. The following voted in favor thereof: S. Blake, Korte, Christy, R. Blake. Opposed: None, passed unanimously.

APPROVAL OF CLAIMS:

MOTION BY COMMISSIONER R. BLAKE, SECOND BY COMMISSIONER KORTE TO APPROVE CLAIMS IN THE AMOUNT OF \$49,670.02.

City of Grand Rapids	\$600.00	Huso Property Management	\$35,000.00
Itasca County Treasurer	\$80.50	IEDC	\$10,000.00
Kennedy & Graven	\$1467.00	MN DEED	\$1,000.00
Minnesota Energy Resources	\$367.66	P.U.C	\$479.86
Tru North Electric	\$675.00		

The following voted in favor thereof: S. Blake, Korte, Christy, R. Blake. Opposed: None, passed unanimously.

IEDC Update- Frank Frederickson.

IEDC will be announcing a new president as well as working on a new strategy for 2019. IEDC would like input from GREDA during their strategic plan process.

Consider approval of Central School leases for : Salmela Photography, Visit Grand Rapids, Wildland Fabrics, and Tru North Salon.

The Visit Grand Rapids and Wildland Fabrics are a one year lease, Salmela Photography and Tru North Salon are a two year lease. The least rates will remain the same.

MOTION BY COMMISSIONER KORTE, SECOND BY COMMISSIONER CHRISTY TO APPROVE THE LEASES WITH SALMELA PHOTOGRAPY, VISIT GRAND RAPIDS, WILDLAND FABRICS, AND TRU NORTH SALON. The following voted in favor thereof: R. Blake, S. Blake, Korte, Christy. Opposed: None, passed unanimously.

Consider approval of a Central School lease with Yarnworks.

Yarnworks will just be leasing space 201 at a rate of \$500.00 for the first six months and then the full rate after that.

MOTION BY COMMISSIONER CHRISTY, SECOND BY COMMISSIONER R. BLAKE TO APPROVE THE LEASE WITH YARNWORKS. The following voted in favor thereof: Korte, Christy, R. Blake, S. Blake. Opposed: None, passed unanimously.

Consider approval of a Central School lease with Melissa Weidendorf dba Speak Easy, LLC.

This lease is for suite 203 at the standard lease rate.

MOTION BY COMMISSIONER R. BLAKE, SECOND BY COMMISSIONER KORTE TO APPROVE THE LEASE WITH MELISSA WEIDENDORF DBA SPEAK EASY, LLC. The following voted in favor thereof: R. Blake, S. Blake, Christy, Korte. Opposed: None, passed unanimously.

GREDA 2019 Work Plan.

The Commissioners came up with the following items for the 2019 Work Plan:

- Redevelop key commercial sites Ray's, Kmart, Kremers, Sawmill Inn.
- Continue to promote GR area, GREDA and commercial recruiting.
- Expand convention and meeting space.
- Focus on Industrial, manufacturing and emerging markets.
- Supporting growth of existing area businesses.
- Support growth of retail.
- Collaborate or lead on housing development.
- Participate in IEDC strategic plan process and vice versa for City Comprehensive Plan.
- Promote growth and vitality of the downtown including the mall.
- Advocate for progressive business regulations that are not a hindrance to development of cause excessive red tape for existing or new businesses.
- Strategic plan for Central School.
- In light of UPM Blandin downsizing and layoff, re-assess long and short term strategies for economic growth and take appropriate actions.
- Participate in EDA portion of the City's Comprehensive Plan.
- SCDP Program.
- Collaborate with regional economic development groups and organizations.
- Promote growth in healthcare industries.
- Market study for lodging demands.

Community Development Director Mattei will compile the items and send them to the Commissioners for ranking.

There being no further business the meeting adjourned at 5:22 p.m.

Respectfully submitted:

Aurimy Groom, Recorder

DRAFT

DATE: 01/04/2019
 TIME: 16:11:45
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 01/10/2019

VENDOR #	NAME	AMOUNT DUE

EDA - CAPITAL PROJECTS		
AIRPORT SOUTH INDUSTRIAL PARKS		
0718060	GRAND RAPIDS HERALD REVIEW	59.40
1415583	THE NORTHSPAN GROUP INC	1,500.00
TOTAL AIRPORT SOUTH INDUSTRIAL PARKS		1,559.40
TOTAL UNPAID TO BE APPROVED IN THE SUM OF:		\$ 1,559.40
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0920055	ITASCA COUNTY RECORDER	46.00
TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:		\$ 46.00
TOTAL ALL DEPARTMENTS		1,605.40



REQUEST FOR GRAND RAPIDS EDA ACTION

Agenda Item # 6

Meeting Date: 1/10/19

Statement of Issue:

Consider entering into a lease agreement with Miller & Holmes, Inc.

Background:

Since 2007, GREDA has leased property owned by Miller & Holmes (M&H Gas) on Block 36. M&H has generously provided this lease to GREDA for an annual rate of \$1.00 for use of the property as public parking and for community events.

This lease follows the same format as our previous agreements and covers a five-year term.

Recommendation:

Required Action:

Approve a motion to enter into the attached lease agreement with Miller & Holmes, Inc.

Attachments:

Lease and location map

MILLER & HOLMES, INC.
M.H STORES

2311 O'NEIL ROAD
HUDSON, WISCONSIN 54016
PHONE 715-377-1730
FAX 715-377-1740



December 18, 2018

Rob Matei
Director of Community Development
City of Grand Rapids
420 North Pokegama Avenue
Grand Rapids, Minnesota 55744

Re: Lease Agreement

Dear Rob:

I have enclosed two partially executed original lease agreements. Please return a fully executed copy to me.

Please call if you have any questions.

Respectfully,

MILLER & HOLMES, INC.



Gerald T. Peterson
Chairman

Enclosure

LEASE AGREEMENT

THIS LEASE AGREEMENT, made and entered into this ____ day of _____, 2019, by and between Grand Rapids Economic Development Authority (GREDA), a public body politic under the laws of the State of Minnesota, "Tenant," and Miller & Holmes, Inc., "Landlord."

WHEREAS, Landlord hereby demises and leases to the Tenant, property located in the City of Grand Rapids.

WHEREAS, the Tenant wishes to lease land for public use within the City.

WHEREAS, the Landlord, in support of the community's effort to bring renewed viability to the downtown, has graciously offered to rent the property for a yearly rate of \$1.00.

NOW, THEREFORE, the parties agree as follows:

1. **PROPERTY**: Tenant hereby leases from Landlord real property located in the City of Grand Rapids, County of Itasca, legally described as:

Lots 1-4, 9-12 and the North 1' of Lots 5 and 8, all in Block 36,
Grand Rapids First Division (the "Property").

2. **TERM**: This Lease shall be for a period of five (5) years commencing January 1, 2019 to January 1, 2024.
3. **RENT**: Tenant agrees to pay \$1.00 per year as rent for the Property with said payment due to the Landlord on or before June 15th of each year.
4. **INSURANCE**: Tenant shall maintain a policy of insurance at its own cost and expense insuring Landlord and Tenant from all claims, demands or actions for injury or death of any person in the amount of not less than \$1,000,000.00 and for injury to or death or more than one person in any one accident to the limit of \$1,000,000.00.

The policy or duly executed certificate shall provide that the insurance cannot be canceled unless at least thirty (30) days advance written notice is given to the Landlord.

5. **USE OF LEASED PROPERTY**: Tenant will use the Property for community events, farmers markets, and for parking vehicles, and for no other use without Landlord's prior written consent. Tenant agrees to provide the Property for these community uses free of any compensation. Tenant shall not, and Tenant shall ensure that its employees, agents, representatives, assigns, invitees, guests and concessionaires do not, use, store or dispose of hazardous substances on the Property. Tenant shall indemnify Landlord from and against any liability arising out of the use, storage or disposal of hazardous substances on the Property during the term of the Lease.

6. IMPROVEMENTS, REPAIRS AND MAINTENANCE: Tenant shall maintain the Property in the same condition throughout the Lease term. Tenant shall keep the Property in a safe and sanitary condition throughout the Lease term. Tenant agrees to repair any damage to the Property because of the use of the Property.

Tenant will have the ability to construct pavement or minor amounts of landscaping on the Property with Landlord's prior written consent. Tenant agrees that Tenant is responsible for any costs associated with any such improvements, and will not receive compensation from the Landlord for those costs upon the termination or expiration of this Lease. Tenant agrees to remove any such improvements upon termination or expiration of this Lease if requested by Landlord.

Tenant agrees that Tenant will be responsible for any maintenance of the Property including: plowing of snow, garbage removal, sweeping, etc.

Tenant agrees to collaborate with the City Police Department to ensure that loitering or other public nuisances are prevented, to the extent possible.

7. INDEMNITY: Tenant agrees to indemnify and save Landlord harmless against any and all claims, damages, costs and expenses, including reasonable attorney's fees for the defense thereof, arising out of the use of the Property by Tenant or its employees, agents, representatives, assigns, invitees, guests, and concessionaires, arising from the conduct of or management of community events or from any breach or default on the part of Tenant, its agents, contractors, servants, employees, and concessionaires in or about the Property.

In such case of any action or proceeding brought against Landlord by reason of such claim, upon notice from Landlord, Tenant covenants to defend such action and satisfy any final judgment or award resulting therefrom.

8. ASSIGNMENT AND SUBLETTING: Tenant may not assign or sublet said Property without the prior written approval of the Landlord. The parties agree, however, that such assignment does not release the Tenant from any obligation under this Lease.
9. TERMINATION: Either party may cancel this Lease upon 60-days written notice to the other party at:

Landlord: Miller & Holmes, Inc.
2311 O'Neil Road
Hudson, WI 54016

STATE OF MINNESOTA)
)ss
COUNTY OF ITASCA)

The foregoing instrument was acknowledged before me this ____ day of _____, 2019, by _____ and _____, the _____ and _____, respectively, of the Grand Rapids Economic Development Authority, a public body politic under the laws of the State of Minnesota, on behalf of the Corporation.

Notary Public

LEASE AGREEMENT

THIS LEASE AGREEMENT, made and entered into this ____ day of _____, 2019, by and between Grand Rapids Economic Development Authority (GREDA), a public body politic under the laws of the State of Minnesota, “Tenant,” and Miller & Holmes, Inc., “Landlord.”

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WHEREAS, the Tenant wishes to lease land for public use within the City.

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4. **INSURANCE**: Tenant shall maintain a policy of insurance at its own cost and expense insuring Landlord and Tenant from all claims, demands or actions for injury or death of any person in the amount of not less than \$1,000,000.00 and for injury to or death or more than one person in any one accident to the limit of \$1,000,000.00.

The policy or duly executed certificate shall provide that the insurance cannot be canceled unless at least thirty (30) days advance written notice is given to the Landlord.

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6. IMPROVEMENTS, REPAIRS AND MAINTENANCE: Tenant shall maintain the Property in the same condition throughout the Lease term. Tenant shall keep the Property in a safe and sanitary condition throughout the Lease term. Tenant agrees to repair any damage to the Property because of the use of the Property.

Tenant will have the ability to construct pavement or minor amounts of landscaping on the Property with Landlord's prior written consent. Tenant agrees that Tenant is responsible for any costs associated with any such improvements, and will not receive compensation from the Landlord for those costs upon the termination or expiration of this Lease. Tenant agrees to remove any such improvements upon termination or expiration of this Lease if requested by Landlord.

Tenant agrees that Tenant will be responsible for any maintenance of the Property including: plowing of snow, garbage removal, sweeping, etc.

Tenant agrees to collaborate with the City Police Department to ensure that loitering or other public nuisances are prevented, to the extent possible.

7. INDEMNITY: Tenant agrees to indemnify and save Landlord harmless against any and all claims, damages, costs and expenses, including reasonable attorney's fees for the defense thereof, arising out of the use of the Property by Tenant or its employees, agents, representatives, assigns, invitees, guests, and concessionaires, arising from the conduct of or management of community events or from any breach or default on the part of Tenant, its agents, contractors, servants, employees, and concessionaires in or about the Property.

In such case of any action or proceeding brought against Landlord by reason of such claim, upon notice from Landlord, Tenant covenants to defend such action and satisfy any final judgment or award resulting therefrom.

8. ASSIGNMENT AND SUBLETTING: Tenant may not assign or sublet said Property without the prior written approval of the Landlord. The parties agree, however, that such assignment does not release the Tenant from any obligation under this Lease.

9. TERMINATION: Either party may cancel this Lease upon 60-days written notice to the other party at:

Landlord: Miller & Holmes, Inc.
2311 O'Neil Road
Hudson, WI 54016

Tenant: Grand Rapids Economic Development Authority (GREDA)
Attn: Community Development Director
420 No. Pokegama Avenue
Grand Rapids, MN 55744

10. SURRENDER OF POSSESSION: At the expiration or termination of this Lease, Tenant shall surrender possession of the Property in the same condition it was in as of the commencement date.

11. ENTIRE AGREEMENT: Tenant and Landlord agree that this Lease as written represents the entire agreement between the parties and that there are no other agreements, written or oral, between the parties hereby pertaining to the Leased Property.

This Lease may not be amended or supplemented orally but only by an agreement in writing which has been signed by the parties.

IN WITNESS WHEREOF, Landlord and Tenant have signed and sealed this as of the date and year first above written.

LANDLORD:

TENANT:

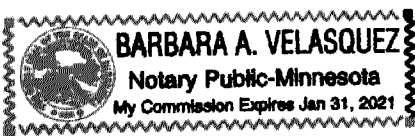
MILLER & HOLMES, INC.

GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY (GREDA)

By: *Frank T. Peterson*
Its: CHAIRMAN

By: _____
Its: _____

AND



By: _____
Its: _____

STATE OF MINNESOTA)
)ss
COUNTY OF WASHINGTON)

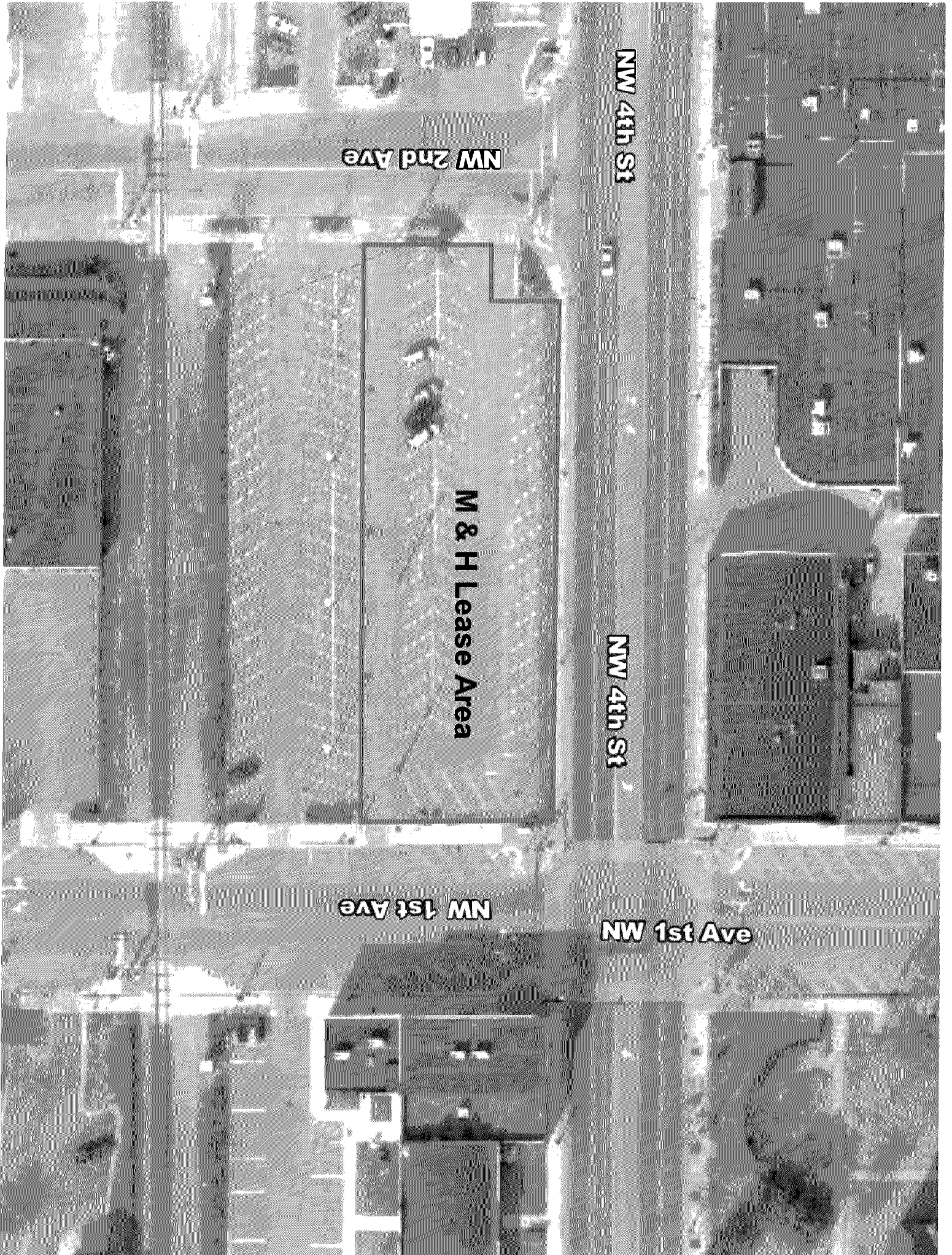
The foregoing instrument was acknowledged before me this 18 day of December, 2010, by BARBARA A VELASQUEZ, the SECRETARY of Miller & Holmes, Inc., a Minnesota Corporation, on behalf of the Corporation.

Barbara A. Velasquez
Notary Public

STATE OF MINNESOTA)
)ss
COUNTY OF ITASCA)

The foregoing instrument was acknowledged before me this ____ day of _____, 2019, by _____ and _____, the _____ and _____, respectively, of the Grand Rapids Economic Development Authority, a public body politic under the laws of the State of Minnesota, on behalf of the Corporation.

Notary Public



NW 4th St

NW 2nd Ave

M & H Lease Area

NW 4th St

NW 1st Ave

NW 1st Ave



REQUEST FOR GRAND RAPIDS EDA ACTION

Agenda Item # 7

Meeting Date: 1/10/19

Statement of Issue:

Consider approval of a Central School lease with Embrace Mental Health, LLC for Suite 3

Background:

Embrace Mental Health is a licensed clinical counseling service owned and operated by Dana Dafoe Butler. Ms. Butler has signed a lease for Suite 3 on the Garden Level.

The lease rate for this 760 sq. ft. space is in the same amount as paid by the previous tenant

This lease follows the same format as our standard agreement and runs through the end of this year.

Recommendation:

Required Action:

Approve a motion to enter into the attached lease agreement with Embrace Mental Health, LLC for Suite 3 in Central School.

Attachments:

Lease

LEASE AGREEMENT

This Lease Agreement, by and between the City of Grand Rapids, Minnesota, through its agent the Grand Rapids Economic Development Authority, hereinafter referred to as "Lessor" and **Embrace Mental Health, LLC**, hereinafter referred to as "Lessee", entered into this ____ day of **December, 2018**.

ARTICLE 1 - LEASED PREMISES

1.1 In consideration of and subject to the mutual covenants, condition and obligations of this Lease Agreement to be kept and performed, the Lessor does hereby lease and demise to Lessee the premises identified in Exhibit "A" attached hereto, comprising approximately 760 square feet together with the right to use in common with other lessees of the Central School their invitees, customer and employees, the elevators, stairways, halls, toilets and sanitary facilities, and all other general common facilities contained in the Central School, as well as the sidewalks, delivery areas, and appurtenances thereto, to be used by Lessee for the purposes generally described in Exhibit "B" attached hereto, in the Central School, Grand Rapids, Minnesota.

This Lease Agreement will also include one parking pass for the Lessee's use in the Central School lot at no additional cost to the Lessee. The Lessee will be provided one parking pass that must be displayed conspicuously by the Lessee. The Lessee will be able to park in any location within the parking lot of Central School. There will not be a designated parking spot. If the lot is full, the Lessee will utilize off street parking. This pass only applies to the Central School lot. If the pass is lost, stolen or needs to be replaced for any reason, there will be a \$25 plus tax replacement fee.

ARTICLE 2 - TERM

2.1 The Term of this Lease Agreement shall commence on **February 1, 2019** and shall continue through **December 31, 2019** unless earlier terminated in accordance with the provisions of this Lease Agreement.

ARTICLE 3 -RENT

3.1 Lessee shall pay to Lessor as rent for the leased premises the sums hereinafter provided in this Article 3.

The term "operating costs for the Central School Building" as used in this Article 3 shall exclude all costs related to the exterior grounds except signs promoting tenants but shall otherwise include all those direct costs of operation and maintenance to be incurred by Lessor, including by way of illustration but not limitation, (1) all utility charges (sewer, water, electricity, heat, garbage collection, elevator service) except telephone and other communications equipment; (2) maintenance, insurance, repairs, parts and supplies, equipment and tools, and electrical maps, tubes, starters and ballasts; (3) the annual costs for a custodian and/or manager; and (4) promotion costs; and (5) a capital reserve equal to 5% of the total projected operation costs, excluding the capital reserve. The term "operating costs for the Central School Building" shall not include the original capital investment or associated debt service.

The term "rented square footage in the Central School Building" as used in the Article 3 shall exclude common areas, exterior grounds and space not rented.

3.2 Calendar year **2019** base rent shall be in the amount of **\$10.26** per square foot annually, payable in equal monthly installments beginning on the **1ST** day of **January, 2019** and continuing on the first day of each month thereafter through **December 31, 2019**. Additionally, tenant is solely responsible for paying any, and all, property taxes associated with the rental space.

3.3 Lessee shall pay as additional rent a late charge in the amount of 1.5% of the monthly rental payment in the event that the monthly rental payment is received after the fifth day of the month due. This late charge shall be exclusive of any other remedy which Lessor may have for Lessee's failure to timely pay rent.

3.4 At the commencement of the term of this Lease Agreement, Lessee shall furnish to Lessor a surety bond, letter of credit or cash deposit in an amount equivalent to one month's rent, to assure compliance with the provisions of this Lease Agreement. If Lessee fails to comply with the provisions of this Lease Agreement, Lessor shall be entitled, without further notice to Lessee, to call upon said surety bond, letter of credit or cash deposit to satisfy Lessee's obligation hereunder. Lessor's right to call upon the surety bond, letter of credit or cash deposit shall be exclusive of any other remedy which Lessor may have for Lessee's failure to comply with the provisions of this Lease Agreement. The surety bond or letter of credit furnished by Lessee shall be maintained in effect for

the term of this Lease Agreement and during any period of holding over. If Lessee furnishes a cash deposit pursuant to this Paragraph, said cash deposit shall be held by Lessor for the term of this Lease Agreement unless earlier called upon by Lessor to satisfy Lessee's obligations hereunder. Said cash deposit shall be invested by Lessor and any interest earned shall be paid annually to Lessee.

3.5 Rental payments shall be made to the order of the City of Grand Rapids and mailed or delivered to: City Finance Director, 420 N. Pokegama Avenue, Grand Rapids, MN 55744.

3.6 Lessee shall timely pay when due any personal property or real property tax on the leasehold estate.

ARTICLE 4 - IMPROVEMENTS

4.1 In taking possession of the leased premises, Lessee acknowledges that same were on the date of occupancy in good, clean and tenable condition, subject only to the repairs or improvements which Lessor has agreed to make at Lessor's expense and which are set forth on Exhibit "C" attached hereto, if there are any.

4.2 Lessee agrees to make at its own expense all alterations and improvements to the leased premises except as otherwise indicated to be the obligation of Lessor under this Lease Agreement. All such improvements and alterations made by Lessee shall be undertaken only upon advance approval of Lessor, shall be made under the supervision, direction and control of Lessor's architect, shall be made in good and workmanlike manner according to the terms, conditions and requirements set by Lessor and its architect, and shall be in keeping with the historical character of the building. All alterations and improvements performed on the leased premises by Lessee shall be performed by competent contractors and subcontractors approved by Lessor, which approval shall not unreasonably be withheld. Lessee shall pay for all architectural, engineering and other services and all costs incurred by Lessor in connection with Lessee's improvement or alteration of the leased premises, including the work, if any, of Lessor's engineer, architect and other agents connected therewith. Prior to undertaking any alterations or improvements to the leased premises, Lessee shall

obtain and deliver to Lessor a valid waiver and release of mechanic's liens by each party who will furnish labor, materials or services to the lease premises.

4.3 At the expiration or termination of the term of this Lease Agreement, all improvements and alterations made to the leased premises by Lessee shall remain with the leased premises and shall be the property of Lessor. Lessee shall, at its expense, remove Lessee's goods and effects, including trade fixtures, machinery, and equipment, and quit and deliver up the leased premises to Lessor, peaceably and quietly in as good order and condition as same were in on the original date of occupancy, reasonable wear and tear excepted. Any property left in the leased premises at the expiration or termination of this term of this lease shall be deemed to have been abandoned and shall become the property of Lessor to be disposed of as Lessor deems expedient, with all costs of cleanup and disposal of goods abandoned at the leased premises to be paid by Lessee. Lessee shall not permit any mechanic's or materialmen's liens to stand against the leased premises or against the Central School and Lessor may require appropriate assurances by way of bond, deposit or other reasonable procedure to protect against such liens and may, should such liens arise out of Lessee's acts hereunder, pay and discharge same and such amounts shall become due and payable to Lessor from Lessee with interest at the rate of eight percent (8%), or such greater amount as shall then be permitted by law, per annum.

ARTICLE 5 - MAINTENANCE, REPAIRS

5.1 Lessee shall at all times be responsible for maintaining at its own expense the leased premises in a clean, orderly and safety condition, except as hereinafter provided. Lessee shall be responsible, at its own expense, to clean and maintain all trade fixtures, machinery and equipment furnished by Lessee within the leased premises. Lessee shall be responsible to deposit normal office waste and rubbish at a location at the Central School as designated by Lessor.

5.2 Lessee shall be responsible to perform all repairs the need for which is caused by Lessee's use of the premises except that Lessor shall be responsible to perform major repairs of a structural nature. Lessor shall be responsible to arrange for removal of waste and rubbish from the

location designated as the deposit location for lessees. All costs incurred by Lessor pursuant to the obligations of this Paragraph shall be included within "operating costs".

5.3 Lessor shall provide custodian services for the common areas of Central School. Costs incurred by Lessor in providing such custodian services shall be included within "operating costs".

ARTICLE 6 - UTILITIES

6.1 Lessor shall furnish such heat, water, sewer, electricity, elevator services, central air conditioning and garbage removal in and about the leased premises as shall be necessary, in Lessor's judgment, for comfortable occupancy of the leased premises, under normal business conditions. Lessor's obligation to provide electricity to the leased premises shall include only electricity for standard building lighting and office use. Any electricity supplied to the leased premises for extraordinary purposes, such as kitchen equipment, refrigeration equipment and air conditioning units, shall be paid by the Lessee upon Lessor's billing of same.

It is understood and agreed that Lessee shall be responsible to pay to Lessor, as additional rent, the cost of separately-metered-electricity supplied to the leased premises. Lessee shall also be responsible for the construction of insulation of a separate electrical meter when required.

6.2 Lessee shall conserve heat, water and electricity and shall not neglect or misuse water, fixtures, electrical lights, or other equipment or facilities furnished in conjunction with Lessor's provisions of utilities pursuant to this Article.

6.3 In the event energy use restrictions are established by Federal or State authorities or that an energy supply emergency is declared by Federal or State authorities, Lessor may reduce the quantity or quality of any utilities or other services to be provided under this Article as may be necessary to comply with directives and regulations promulgated by said authorities.

6.4 Lessor shall be responsible to provide light, heat and other utility services to the common areas of the Central School as, in Lessor's discretion, is appropriate. The cost of providing such heat, lighting and other utilities shall be included within "operating costs".

ARTICLE 7 - BUILDING USE, REGULATIONS, SECURITY

7.1 Lessee shall use the leased premises only for the purpose of purposes generally described in Exhibit "B". Lessee shall keep the leased premises in a clean, orderly and safe condition and shall not permit any hazardous or dangerous activity thereon or any activity which will increase insurance risks or premiums on the leased premises. Lessee shall at all times comply with all statutes, ordinances, codes, and regulations of any governmental authority concerning the use and maintenance of the leased premises and the Central School. Lessee shall not overload the floors in the leased premises.

7.2 Lessee shall use the leased premises and the common areas of the Central School in accordance with such reasonable rules and regulations as may from time to time be promulgated by Lessor for the general safety, comfort and convenience of Lessor and Lessees of the Central School and their invitees and Lessee shall cause its clients, employees and invitees to abide by such rules and regulations. The Lessor will allow the Lessee to utilize up to 12 square feet of floor space in the common areas adjacent to the Lessee's business for display purposes only. Storage of equipment, recycling, or anything deemed not to be display items, is prohibited. The items placed in this space must not be affixed permanently to the floor or wall in any way. The usage of a table, shelf, or rack is acceptable. The Lessee will adhere to all fire and building access codes.

If the Lessee wishes to use more than 12 square feet of floor space, a written letter to the Lessor with the Lessee's intent is required. The Lessee cannot proceed with their plans until the Lessor has granted the request in writing.

The Lessee is required to supply the Lessor with documentation from the Lessee's insurance company that the Lessee's property is covered while in the common areas of Central School.

7.3 Lessee shall keep the leased premises open to the public during such days and hours of operation of the Central School as may from time to time be determined by Lessor.

7.4 Lessee shall be responsible for securing the leased premises by locking doors and windows providing direct access to the leased premises. Lessor covenants that other Lessees within the Central School will have similar responsibilities to those required of Lessee under this Paragraph.

7.5 Lessee shall pay to Lessor on demand for any damage done to the Central School or the leased premises, including broke glass, caused by Lessee, Lessee's agents or employees, or Lessee's invitees.

7.6 Lessee shall not conduct or permit to be conducted on the leased premises any business or permit any act which is contrary to or in violation of the laws, ordinances or regulations of any governmental unit, federal, state or local.

ARTICLE 8 - COMMON AREAS, EXTERNAL GROUNDS

8.1 Lessee's use of the common areas and external grounds of Central School shall be in compliance with rules and regulations which may be promulgated from time by Lessor.

8.2 Lessee shall place nothing in the common areas of the Central School, including displays, advertising, merchandise, or other items of any sort whatsoever, without the advance written approval of the Grand Rapids Economic Development Authority.

8.3 Lessee shall place no signs which will be visible outside the leased premises, including no signs which may be visible through a window and no signs which may be visible within the common areas of the Central School or from the external grounds of the Central School or beyond, without the advance written approval of Lessor. Lessor shall provide signs, of a number, style and quality as deemed appropriate in Lessor's exclusive judgment, to be placed on the external grounds of the Central School, which signs will identify the lessees within Central School. Cost incurred by Lessor in providing said signs shall be included within "operating costs". Signs within the interior common areas of Central School shall be approved in advance by Lessor and, if provided by Lessor, the expense thereof shall be included within "operating costs".

ARTICLE 9 - INSURANCE

9.1 Lessor shall maintain general liability, fire and extended coverage insurance on the Central School, including common areas and exterior grounds, and Lessor's fixtures and equipment and Lessor shall cause Lessee to be named as an additional insured. Lessee shall insure its own personal property on the premises as it sees fit. All personal property placed upon or in the leased premises or common areas or external grounds shall be at the risk of Lessee or the owner of the personal property and Lessor shall not be liable to Lessee or any other party for any damage or destruction of said personal property arising from any cause whatsoever. Lessee shall maintain at its own cost and expenses general liability insurance required herein. All insurance coverage is subject to approval of the City of Grand Rapids and shall be maintained by Lessee at all times this Agreement is in effect. Lessee further agrees that to protect themselves as well as the City of Grand Rapids under the indemnity Contract set forth above, the Lessee shall at all times during the term of the Agreement have and keep in force insurance protection as specified by Minn. Stat. Cpt. 466.04, subd. 1 as may be modified from time to time by the State Legislature and Lessee shall name Lessor as an additional insured on said policy. Throughout the term of this Lease Agreement, Lessee shall provide Lessor with evidence that Lessee has obtained the insurance required by this Article and that Lessor is an additional insured under said policies of insurance. All costs incurred by Lessor in maintaining insurance coverage pursuant to this Article shall be included within "operating costs".

9.2 Notwithstanding anything in this Lease Agreement to the contrary, Lessor shall not be liable to Lessee and Lessee shall not be liable to Lessor for any damage to or destruction of the Central School Building by fire or other perils or for any claim or cause of action arising out of any death, injury or damage to property in, on or about the leased premises or the common areas or exterior grounds of Central School. Lessor and Lessee shall furnish to each other appropriate written consents from their respective insurers to this waiver of liability provision.

ARTICLE 10 - LESSOR ACCESS

10.1 Lessor, its agents and employees shall have the right to enter the leased premises upon reasonable advance notice for the purpose of inspection, cleaning, repairing, altering or improving the premises, or to exhibit the premises to prospective tenants. Lessor's reserved rights hereunder shall include, without limitation, free, unhampered and unobstructed access to the airways,

equipment ducts, stairways, access panels and all utilities and services to the Central School. There shall be no diminution of rent and no liability on the part of Lessor by reason of any inconvenience, annoyance or injury to business caused by Lessor's reasonable exercise of rights reserved by Lessor in this Article.

ARTICLE 11 - FIRE OR OTHER CASUALTY: CONDEMNATION

11.1 If during the term of this Lease the leased premises shall be damaged or destroyed by fire or other casualties so that the premises shall thereby be rendered unfit for use or occupation, Lessor shall have the option to either (a) repair such damage with all reasonable diligence and restore the premises to substantially the condition immediately prior to such event, and until such premises have been duly repaired and restored the rent herein reserved, or a just and proportionate part thereof according to the nature and extent of the injury which has been sustained shall be abated, or (b) Lessor may terminate this lease and end the term hereof, and in case of such termination and cancellation the rent shall be paid to the date of such fire or other casualty and all other further obligations on the part of either party hereto shall cease. Lessor is required to notify Lessee of whether it will repair or terminate within thirty (30) days of the date of such damage or destruction. Provided, however, that in the event the premises are not so restored within one hundred eighty (180) days after the occurrence, Lessee may, at its option, terminate this lease.

11.2 Lessee shall be entitled in any full or partial taking by eminent domain to take that portion of the net award representing payment for Lessee's leasehold interest, trade fixtures, moving expenses or business interruption. All amounts paid pursuant to an agreement with a condemning authority in connection with any taking shall be deemed to constitute an award on account of such taking. Lessee agrees that this Lease shall control rights of Lessor and Lessee in any such award, and any contrary provision of any present or future law is hereby waived. If any taking shall result in Lessee being deprived of space in excess of 5 percent of the space then leased to Lessee, Lessee shall have the right on thirty (30) days advance written notice, to terminate the obligations hereunder effective as of such taking. If Lessee continues occupancy following a partial taking, rent will be adjusted on a pro-rata basis for the remainder of the lease term.

ARTICLE 12 - QUIET POSSESSION

12.1 Lessor hereby warrants and covenants that it has full authority to execute this Lease Agreement and further agrees that Lessee, upon paying rent and performing the covenants and conditions of this Lease Agreement, shall quietly have, hold and enjoy the leased premises during the term hereof.

ARTICLE 13 - NOTICE

13.1 Any notice, demand, request or other communication which may or shall be given or served by Lessor or Lessee pursuant to this Lease Agreement shall be deemed to have been given or served on the date the same is deposited in the United States mail, registered or certified, postage prepaid and addressed as follows:

To Lessee:

Dana Dafoe Butler
Embrace Mental Health, LLC
10 NW 5th St., Suite 3
Grand Rapids MN 55744

To: Lessor

GREDA Executive Director
City Hall
420 N. Pokegama Avenue
Grand Rapids, MN 55744

ARTICLE 14 - ASSIGNMENT, SUBLETTING

14.1 Lessee agrees that neither the leased premises nor any part thereof shall be sublet nor shall this Lease Agreement be assigned by Lessee without prior written consent of Lessor, which consent shall not be unreasonably withheld. If Lessor does give consent, such consent shall not release Lessee from its obligation hereunder, unless a release is specifically given by Lessor.

ARTICLE 15 - NO PARTNERSHIP

15.1 Nothing contained in this Lease Agreement shall be deemed or construed to create a partnership or joint venture of or between Lessor and Lessee or to create any other relationship between the parties hereto other than that of Lessor and Lessee.

ARTICLE 16 - DEFAULT BY LESSEE

16.1 Lessor and Lessee agree that this Lease Agreement is made upon the condition that if the Lessee shall neglect or fail to keep, observe and perform any of the covenants and agreements contained in this Lease Agreement which are to be kept, observed or performed by Lessee, so as to be in default, or if the leasehold interest of Lessee shall be taken by execution or other legal process of law, or if Lessee shall petition to be or be declared to be bankrupt or insolvent according to law, or if Lessee shall vacate said premises or abandon the same for a period of 45 days during the term of this Lease Agreement, then and in any of said cases the Lessor may, at its option, immediately or at any time thereafter without further notice or demand, enter into and upon the leased premises, or any part thereof, in the name of the whole, and take absolute possession of the same without such re-entry working a forfeiture of the rents to be paid and the covenants to be performed by Lessee for the full term of this Lease Agreement, and may, at Lessor's election, lease or sublet the leased premises, or any part thereof, on such terms and conditions and for such rents and for such time as the Lessor may elect, and after crediting the rent actually collected by Lessor from such reletting, collect the balance of rent owed pursuant to this Lease Agreement from Lessee, charging Lessee such reasonable expenses as the Lessor may expand in putting the premises in tenable condition and collecting said rentals from Lessee, including reasonable attorney's fees.

Alternatively, Lessor may at its election and upon written notice to Lessee declare this Lease Agreement forfeited and void under the condition set forth above, and Lessor may re-enter and take full and absolute possession of said premises as the owner thereof, free from any right or claim of Lessee or any person or persons claiming through or under Lessee, and such election and re-entry shall be and constitute an absolute bar to any right to enter by Lessee. The commencement by Lessor of any action to recover possession of the leased premises or any part thereof shall not be deemed an election by Lessor to treat this Lease Agreement as void and terminated, without the written notice above specified.

In the event of termination or re-entry by Lessor for default by Lessee, Lessor shall make every reasonable effort to re-rent, lease or sublet the premises. Lessor, at its option, may make such alterations, repairs, replacements and/or decorations to the leased premises as Lessor, in its sole judgment, considers advisable and necessary for the purpose of reletting the premises; and the

making of such alterations, repairs, replacements and/or decorations shall not operate to be construed to release Lessee for liability hereunder as aforesaid.

ARTICLE 17 - DEFAULT BY LESSOR, LESSEE

17.1 Lessor shall not be deemed to be in default under this Lease Agreement until Lessee shall have given Lessor written notice specifying the nature of the default and Lessor shall have not cured such default within ten (10) days after receipt of such notice, or within such reasonable time thereafter as may be necessary to cure such default where such default is of a character as to reasonably require more than ten (10) days to cure.

17.2 Except with respect to the payment of rent, for which no notice of default shall be necessary, Lessee shall not be deemed to be in default under this Lease Agreement until Lessor shall have given Lessee written notice specifying the nature of default and Lessee shall have not cured such default within ten (10) days after receipt of such notice or within such reasonable time thereafter as may be necessary to cure such default where such default is of a character as to reasonably require more than ten (10) days to cure.

ARTICLE 18 - WAIVER, MODIFICATION, ENTIRE AGREEMENT

18.1 No waiver of any condition, covenant, right of option of this Lease Agreement by the Lessor shall be deemed to imply or constitute a further waiver of any like condition or covenant of said Lease Agreement.

18.2 No amendment or modification of this Lease Agreement shall be valid or binding unless expressed in writing and executed by duly authorized representatives of the parties hereto in the same manner as the execution of this Lease Agreement. The Grand Rapids Economic Development Authority shall consider the recommendation of all interested parties in determining whether to approve any amendment or modification of this Lease Agreement.

18.3 Neither Lessor nor any agent or employee of Lessor has made any representations or promises with respect to the leased premises or the Central School except as herein expressly set forth, and no rights, privileges, easements or licenses are acquired by Lessee except as herein expressly set forth.

ARTICLE 19 - WINDOW TREATMENT

19.1 Lessee, at its expense, may install shades, drapes or window coverings and, if installed, Lessee shall maintain said window coverings in an attractive and safe condition, provided however, in the sole judgment of Lessor said window coverings are in harmony with the exterior and interior appearance of Central School and will create no safety or fire hazard.

ARTICLE 20 - PARKING

20.1 Lessor has established public parking facilities on the grounds of Central School. Lessee warrants that it will enforce regulations providing that its employees will not park their private vehicles in said public parking area during time when said employees are working at the leased premises (except on a short-term basis for emergencies or for deliveries).

DISCRIMINATION PROHIBITED: The Landlord shall not discriminate based upon race, color, creed, religion, national origin, sex, marital status, age, handicap, or disability, familial status or recipients of public assistance; and shall comply with all nondiscrimination requirements of Federal, State and local law.

IN WITNESS WHEREOF, the parties have hereunto set their hands on the date first written above.

LESSOR:

GREDA President

GREDA Executive Director

Date: _____

LESSEE:

Embrace Mental Health, LLC

BY: Dana Smith, LMFT

BY: _____

Its _____

Date: 12/26/18

Exhibit A – Location in the Building

Embrace Mental Health is located on the Garden Level in Suite 3, consisting of 760 square feet.

Exhibit B – Use of Space

Embrace Mental Health is a licensed clinical counseling service.

Exhibit C – Improvements

None



REQUEST FOR GRAND RAPIDS EDA ACTION

Agenda Item # 8

Meeting Date: 1/10/19

Statement of Issue:

Consider approval of a Central School lease with Free Range Food Co-op for Suite 202

Background:

Free Range Food Co-op is a cooperative association focused on promoting membership growth and the development of food distribution outlet for its members in the future. The Co-op has signed a lease for Suite 202 on the second floor of Central School.

The lease rate for this 362 sq. ft. space is at the normal base rate amount for the second floor.

This lease follows the same format as our standard agreement and runs through the end of this year.

Recommendation:

Required Action:

Approve a motion to enter into the attached lease agreement with Free Range Food Co-op for Suite 202 in Central School.

Attachments:

Lease

LEASE AGREEMENT

This Lease Agreement, by and between the City of Grand Rapids, Minnesota, through its agent the Grand Rapids Economic Development Authority, hereinafter referred to as "Lessor" and **Free Range Food Co-op, a Cooperative Association** hereinafter referred to as "Lessee", entered into this ____ day of **January, 2019**.

ARTICLE 1 - LEASED PREMISES

1.1 In consideration of and subject to the mutual covenants, condition and obligations of this Lease Agreement to be kept and performed, the Lessor does hereby lease and demise to Lessee the premises identified in Exhibit "A" attached hereto, comprising approximately **362 square feet** together with the right to use in common with other lessees of the Central School their invitees, customer and employees, the elevators, stairways, halls, toilets and sanitary facilities, and all other general common facilities contained in the Central School, as well as the sidewalks, delivery areas, and appurtenances thereto, to be used by Lessee for the purposes generally described in Exhibit "B" attached hereto, in the Central School, Grand Rapids, Minnesota.

This Lease Agreement will also include one parking pass for the Lessee's use in the Central School lot at no additional cost to the Lessee. The Lessee will be provided one parking pass that must be displayed conspicuously by the Lessee. The Lessee will be able to park in any location within the parking lot of Central School. There will not be a designated parking spot. If the lot is full, the Lessee will utilize off street parking. This pass only applies to the Central School lot. If the pass is lost, stolen or needs to be replaced for any reason, there will be a \$25 plus tax replacement fee.

ARTICLE 2 - TERM

2.1 The Term of this Lease Agreement shall commence on **February 1, 2019** and shall continue through **December 31, 2019** unless earlier terminated in accordance with the provisions of this Lease Agreement.

ARTICLE 3 - RENT

3.1 Lessee shall pay to Lessor as rent for the leased premises the sums hereinafter provided in this Article 3.

The term "operating costs for the Central School Building" as used in this Article 3 shall exclude all costs related to the exterior grounds except signs promoting tenants but shall otherwise include all those direct costs of operation and maintenance to be incurred by Lessor, including by way of illustration but not limitation, (1) all utility charges (sewer, water, electricity, heat, garbage collection, elevator service) except telephone and other communications equipment; (2) maintenance, insurance, repairs, parts and supplies, equipment and tools, and electrical maps, tubes, starters and ballasts; (3) the annual costs for a custodian and/or manager; and (4) promotion costs; and (5) a capital reserve equal to 5% of the total projected operation costs, excluding the capital reserve. The term "operating costs for the Central School Building" shall not include the original capital investment or associated debt service.

The term "rented square footage in the Central School Building" as used in the Article 3 shall exclude common areas, exterior grounds and space not rented.

3.2 Calendar year **2019** base rent shall be in the amount of **\$11.88** per square foot annually, payable in equal monthly installments beginning on the **1ST** day of **February, 2019** and continuing on the first day of each month thereafter through **December 31, 2019**. Additionally, tenant is solely responsible for paying any, and all, property taxes associated with the rental space.

3.3 Lessee shall pay as additional rent a late charge in the amount of 1.5% of the monthly rental payment in the event that the monthly rental payment is received after the fifth day of the month due. This late charge shall be exclusive of any other remedy which Lessor may have for Lessee's failure to timely pay rent.

3.4 At the commencement of the term of this Lease Agreement, Lessee shall furnish to Lessor a surety bond, letter of credit or cash deposit in an amount equivalent to one month's rent, to assure compliance with the provisions of this Lease Agreement. If Lessee fails to comply with the provisions of this Lease Agreement, Lessor shall be entitled, without further notice to Lessee, to call upon said surety bond, letter of credit or cash deposit to satisfy Lessee's obligation hereunder. Lessor's right to call upon the surety bond, letter of credit or cash deposit shall be exclusive of any other remedy which Lessor may have for Lessee's failure to comply with the provisions of this Lease Agreement. The surety bond or letter of credit furnished by Lessee shall be maintained in effect for the term of this Lease Agreement and during any period of holding over. If Lessee

furnishes a cash deposit pursuant to this Paragraph, said cash deposit shall be held by Lessor for the term of this Lease Agreement unless earlier called upon by Lessor to satisfy Lessee's obligations hereunder. Said cash deposit shall be invested by Lessor and any interest earned shall be paid annually to Lessee.

3.5 Rental payments shall be made to the order of the City of Grand Rapids and mailed or delivered to: City Finance Director, 420 N. Pokegama Avenue, Grand Rapids, MN 55744.

3.6 Lessee shall timely pay when due any personal property or real property tax on the leasehold estate.

ARTICLE 4 - IMPROVEMENTS

4.1 In taking possession of the leased premises, Lessee acknowledges that same were on the date of occupancy in good, clean and tenable condition, subject only to the repairs or improvements which Lessor has agreed to make at Lessor's expense and which are set forth on Exhibit "C" attached hereto, if there are any.

4.2 Lessee agrees to make at its own expense all alterations and improvements to the leased premises except as otherwise indicated to be the obligation of Lessor under this Lease Agreement. All such improvements and alterations made by Lessee shall be undertaken only upon advance approval of Lessor, shall be made under the supervision, direction and control of Lessor's architect, shall be made in good and workmanlike manner according to the terms, conditions and requirements set by Lessor and its architect, and shall be in keeping with the historical character of the building. All alterations and improvements performed on the leased premises by Lessee shall be performed by competent contractors and subcontractors approved by Lessor, which approval shall not unreasonably be withheld. Lessee shall pay for all architectural, engineering and other services and all costs incurred by Lessor in connection with Lessee's improvement or alteration of the leased premises, including the work, if any, of Lessor's engineer, architect and other agents connected therewith. Prior to undertaking any alterations or improvements to the leased premises, Lessee shall obtain and deliver to Lessor a valid waiver and release of mechanic's liens by each party who will furnish labor, materials or services to the lease premises.

4.3 At the expiration or termination of the term of this Lease Agreement, all improvements and alterations made to the leased premises by Lessee shall remain with the leased premises and shall be the property of Lessor. Lessee shall, at its expense, remove Lessee's goods and effects, including trade fixtures, machinery, and equipment, and quit and deliver up the leased premises to Lessor, peaceably and quietly in as good order and condition as same were in on the original date of occupancy, reasonable wear and tear excepted. Any property left in the leased premises at the expiration or termination of this term of this lease shall be deemed to have been abandoned and shall become the property of Lessor to be disposed of as Lessor deems expedient, with all costs of cleanup and disposal of goods abandoned at the leased premises to be paid by Lessee. Lessee shall not permit any mechanic's or materialmen's liens to stand against the leased premises or against the Central School and Lessor may require appropriate assurances by way of bond, deposit or other reasonable procedure to protect against such liens and may, should such liens arise out of Lessee's acts hereunder, pay and discharge same and such amounts shall become due and payable to Lessor from Lessee with interest at the rate of eight percent (8%), or such greater amount as shall then be permitted by law, per annum.

ARTICLE 5 - MAINTENANCE, REPAIRS

5.1 Lessee shall at all times be responsible for maintaining at its own expense the leased premises in a clean, orderly and safety condition, except as hereinafter provided. Lessee shall be responsible, at its own expense, to clean and maintain all trade fixtures, machinery and equipment furnished by Lessee within the leased premises. Lessee shall be responsible to deposit normal office waste and rubbish at a location at the Central School as designated by Lessor.

5.2 Lessee shall be responsible to perform all repairs the need for which is caused by Lessee's use of the premises except that Lessor shall be responsible to perform major repairs of a structural nature. Lessor shall be responsible to arrange for removal of waste and rubbish from the location designated as the deposit location for lessees. All costs incurred by Lessor pursuant to the obligations of this Paragraph shall be included within "operating costs".

5.3 Lessor shall provide custodian services for the common areas of Central School. Costs incurred by Lessor in providing such custodian services shall be included within "operating costs".

ARTICLE 6 - UTILITIES

6.1 Lessor shall furnish such heat, water, sewer, electricity, elevator services, central air conditioning and garbage removal in and about the leased premises as shall be necessary, in Lessor's judgment, for comfortable occupancy of the leased premises, under normal business conditions. Lessor's obligation to provide electricity to the leased premises shall include only electricity for standard building lighting and office use. Any electricity supplied to the leased premises for extraordinary purposes, such as kitchen equipment, refrigeration equipment and air conditioning units, shall be paid by the Lessee upon Lessor's billing of same.

It is understood and agreed that Lessee shall be responsible to pay to Lessor, as additional rent, the cost of separately-metered-electricity supplied to the leased premises. Lessee shall also be responsible for the construction of insulation of a separate electrical meter when required.

6.2 Lessee shall conserve heat, water and electricity and shall not neglect or misuse water, fixtures, electrical lights, or other equipment or facilities furnished in conjunction with Lessor's provisions of utilities pursuant to this Article.

6.3 In the event energy use restrictions are established by Federal or State authorities or that an energy supply emergency is declared by Federal or State authorities, Lessor may reduce the quantity or quality of any utilities or other services to be provided under this Article as may be necessary to comply with directives and regulations promulgated by said authorities.

6.4 Lessor shall be responsible to provide light, heat and other utility services to the common areas of the Central School as, in Lessor's discretion, is appropriate. The cost of providing such heat, lighting and other utilities shall be included within "operating costs".

ARTICLE 7 - BUILDING USE, REGULATIONS, SECURITY

7.1 Lessee shall use the leased premises only for the purpose of purposes generally described in Exhibit "B". Lessee shall keep the leased premises in a clean, orderly and safe condition and shall not permit any hazardous or dangerous activity thereon or any activity which will increase insurance risks or premiums on the leased premises. Lessee shall at all times comply with all statutes, ordinances, codes, and regulations of any governmental authority concerning the use and

maintenance of the leased premises and the Central School. Lessee shall not overload the floors in the leased premises.

7.2 Lessee shall use the leased premises and the common areas of the Central School in accordance with such reasonable rules and regulations as may from time to time be promulgated by Lessor for the general safety, comfort and convenience of Lessor and Lessees of the Central School and their invitees and Lessee shall cause its clients, employees and invitees to abide by such rules and regulations. The Lessor will allow the Lessee to utilize up to 12 square feet of floor space in the common areas adjacent to the Lessee's business for display purposes only. Storage of equipment, recycling, or anything deemed not to be display items, is prohibited. The items placed in this space must not be affixed permanently to the floor or wall in any way. The usage of a table, shelf, or rack is acceptable. The Lessee will adhere to all fire and building access codes.

If the Lessee wishes to use more than 12 square feet of floor space, a written letter to the Lessor with the Lessee's intent is required. The Lessee cannot proceed with their plans until the Lessor has granted the request in writing.

The Lessee is required to supply the Lessor with documentation from the Lessee's insurance company that the Lessee's property is covered while in the common areas of Central School.

7.3 Lessee shall keep the leased premises open to the public during such days and hours of operation of the Central School as may from time to time be determined by Lessor.

7.4 Lessee shall be responsible for securing the leased premises by locking doors and windows providing direct access to the leased premises. Lessor covenants that other Lessees within the Central School will have similar responsibilities to those required of Lessee under this Paragraph.

7.5 Lessee shall pay to Lessor on demand for any damage done to the Central School or the leased premises, including broke glass, caused by Lessee, Lessee's agents or employees, or Lessee's invitees.

7.6 Lessee shall not conduct or permit to be conducted on the leased premises any business or permit any act which is contrary to or in violation of the laws, ordinances or regulations of any governmental unit, federal, state or local.

ARTICLE 8 - COMMON AREAS, EXTERNAL GROUNDS

8.1 Lessee's use of the common areas and external grounds of Central School shall be in compliance with rules and regulations which may be promulgated from time by Lessor.

8.2 Lessee shall place nothing in the common areas of the Central School, including displays, advertising, merchandise, or other items of any sort whatsoever, without the advance written approval of the Grand Rapids Economic Development Authority.

8.3 Lessee shall place no signs which will be visible outside the leased premises, including no signs which may be visible through a window and no signs which may be visible within the common areas of the Central School or from the external grounds of the Central School or beyond, without the advance written approval of Lessor. Lessor shall provide signs, of a number, style and quality as deemed appropriate in Lessor's exclusive judgment, to be placed on the external grounds of the Central School, which signs will identify the lessees within Central School. Cost incurred by Lessor in providing said signs shall be included within "operating costs". Signs within the interior common areas of Central School shall be approved in advance by Lessor and, if provided by Lessor, the expense thereof shall be included within "operating costs".

ARTICLE 9 - INSURANCE

9.1 Lessor shall maintain general liability, fire and extended coverage insurance on the Central School, including common areas and exterior grounds, and Lessor's fixtures and equipment and Lessor shall cause Lessee to be named as an additional insured. Lessee shall insure its own personal property on the premises as it sees fit. All personal property placed upon or in the leased premises or common areas or external grounds shall be at the risk of Lessee or the owner of the personal property and Lessor shall not be liable to Lessee or any other party for any damage or destruction of said personal property arising from any cause whatsoever. Lessee shall maintain at its own cost and expenses general liability insurance required herein. All insurance coverage is

subject to approval of the City of Grand Rapids and shall be maintained by Lessee at all times this Agreement is in effect. Lessee further agrees that to protect themselves as well as the City of Grand Rapids under the indemnity Contract set forth above, the Lessee shall at all times during the term of the Agreement have and keep in force insurance protection as specified by Minn. Stat. Cpt. 466.04, subd. 1 as may be modified from time to time by the State Legislature and Lessee shall name Lessor as an additional insured on said policy. Throughout the term of this Lease Agreement, Lessee shall provide Lessor with evidence that Lessee has obtained the insurance required by this Article and that Lessor is an additional insured under said policies of insurance. All costs incurred by Lessor in maintaining insurance coverage pursuant to this Article shall be included within "operating costs". 9.2 Notwithstanding anything in this Lease Agreement to the contrary, Lessor shall not be liable to Lessee and Lessee shall not be liable to Lessor for any damage to or destruction of the Central School Building by fire or other perils or for any claim or cause of action arising out of any death, injury or damage to property in, on or about the leased premises or the common areas or exterior grounds of Central School. Lessor and Lessee shall furnish to each other appropriate written consents from their respective insurers to this waiver of liability provision.

ARTICLE 10 - LESSOR ACCESS

10.1 Lessor, its agents and employees shall have the right to enter the leased premises upon reasonable advance notice for the purpose of inspection, cleaning, repairing, altering or improving the premises, or to exhibit the premises to prospective tenants. Lessor's reserved rights hereunder shall include, without limitation, free, unhampered and unobstructed access to the airways, equipment ducts, stairways, access panels and all utilities and services to the Central School. There shall be no diminution of rent and no liability on the part of Lessor by reason of any inconvenience, annoyance or injury to business caused by Lessor's reasonable exercise of rights reserved by Lessor in this Article.

ARTICLE 11 - FIRE OR OTHER CASUALTY: CONDEMNATION

11.1 If during the term of this Lease the leased premises shall be damaged or destroyed by fire or other casualties so that the premises shall thereby be rendered unfit for use or occupation, Lessor shall have the option to either (a) repair such damage with all reasonable diligence and restore the

premises to substantially the condition immediately prior to such event, and until such premises have been duly repaired and restored the rent herein reserved, or a just and proportionate part thereof according to the nature and extent of the injury which has been sustained shall be abated, or (b) Lessor may terminate this lease and end the term hereof, and in case of such termination and cancellation the rent shall be paid to the date of such fire or other casualty and all other further obligations on the part of either party hereto shall cease. Lessor is required to notify Lessee of whether it will repair or terminate within thirty (30) days of the date of such damage or destruction. Provided, however, that in the event the premises are not so restored within one hundred eighty (180) days after the occurrence, Lessee may, at its option, terminate this lease.

11.2 Lessee shall be entitled in any full or partial taking by eminent domain to take that portion of the net award representing payment for Lessee's leasehold interest, trade fixtures, moving expenses or business interruption. All amounts paid pursuant to an agreement with a condemning authority in connection with any taking shall be deemed to constitute an award on account of such taking. Lessee agrees that this Lease shall control rights of Lessor and Lessee in any such award, and any contrary provision of any present or future law is hereby waived. If any taking shall result in Lessee being deprived of space in excess of 5 percent of the space then leased to Lessee, Lessee shall have the right on thirty (30) days advance written notice, to terminate the obligations hereunder effective as of such taking. If Lessee continues occupancy following a partial taking, rent will be adjusted on a pro-rata basis for the remainder of the lease term.

ARTICLE 12 - QUIET POSSESSION

12.1 Lessor hereby warrants and covenants that it has full authority to execute this Lease Agreement and further agrees that Lessee, upon paying rent and performing the covenants and conditions of this Lease Agreement, shall quietly have, hold and enjoy the leased premises during the term hereof.

ARTICLE 13 - NOTICE

13.1 Any notice, demand, request or other communication which may or shall be given or served by Lessor or Lessee pursuant to this Lease Agreement shall be deemed to have been given or

served on the date the same is deposited in the United States mail, registered or certified, postage prepaid and addressed as follows:

To Lessee:

Free Range Food Co-op
10 NW 5th St., Suite 202
Grand Rapids, MN 55744
Attn: Sarah K Verke

To: Lessor

GREDA Executive Director
City Hall
420 N. Pokegama Avenue
Grand Rapids, MN 55744

ARTICLE 14 - ASSIGNMENT, SUBLETTING

14.1 Lessee agrees that neither the leased premises nor any part thereof shall be sublet nor shall this Lease Agreement be assigned by Lessee without prior written consent of Lessor, which consent shall not be unreasonably withheld. If Lessor does give consent, such consent shall not release Lessee from its obligation hereunder, unless a release is specifically given by Lessor.

ARTICLE 15 - NO PARTNERSHIP

15.1 Nothing contained in this Lease Agreement shall be deemed or construed to create a partnership or joint venture of or between Lessor and Lessee or to create any other relationship between the parties hereto other than that of Lessor and Lessee.

ARTICLE 16 - DEFAULT BY LESSEE

16.1 Lessor and Lessee agree that this Lease Agreement is made upon the condition that if the Lessee shall neglect or fail to keep, observe and perform any of the covenants and agreements contained in this Lease Agreement which are to be kept, observed or performed by Lessee, so as to be in default, or if the leasehold interest of Lessee shall be taken by execution or other legal process of law, or if Lessee shall petition to be or be declared to be bankrupt or insolvent according to law, or if Lessee shall vacate said premises or abandon the same for a period of 45 days during the term of this Lease Agreement, then and in any of said cases the Lessor may, at its option, immediately or at any time thereafter without further notice or demand, enter into and upon

the leased premises, or any part thereof, in the name of the whole, and take absolute possession of the same without such reentry working a forfeiture of the rents to be paid and the covenants to be performed by Lessee for the full term of this Lease Agreement, and may, at Lessor's election, lease or sublet the leased premises, or any part thereof, on such terms and conditions and for such rents and for such time as the Lessor may elect, and after crediting the rent actually collected by Lessor from such reletting, collect the balance of rent owed pursuant to this Lease Agreement from Lessee, charging Lessee such reasonable expenses as the Lessor may expand in putting the premises in tenable condition and collecting said rentals from Lessee, including reasonable attorney's fees.

Alternatively, Lessor may at its election and upon written notice to Lessee declare this Lease Agreement forfeited and void under the condition set forth above, and Lessor may re-enter and take full and absolute possession of said premises as the owner thereof, free from any right or claim of Lessee or any person or persons claiming through or under Lessee, and such election and re-entry shall be and constitute an absolute bar to any right to enter by Lessee. The commencement by Lessor of any action to recover possession of the leased premises or any part thereof shall not be deemed an election by Lessor to treat this Lease Agreement as void and terminated, without the written notice above specified.

In the event of termination or re-entry by Lessor for default by Lessee, Lessor shall make every reasonable effort to re-rent, lease or sublet the premises. Lessor, at its option, may make such alterations, repairs, replacements and/or decorations to the leased premises as Lessor, in its sole judgment, considers advisable and necessary for the purpose of reletting the premises; and the making of such alterations, repairs, replacements and/or decorations shall not operate to be construed to release Lessee for liability hereunder as aforesaid.

ARTICLE 17 - DEFAULT BY LESSOR, LESSEE

17.1 Lessor shall not be deemed to be in default under this Lease Agreement until Lessee shall have given Lessor written notice specifying the nature of the default and Lessor shall have not cured such default within ten (10) days after receipt of such notice, or within such reasonable time thereafter as may be necessary to cure such default where such default is of a character as to reasonably require more than ten (10) days to cure.

17.2 Except with respect to the payment of rent, for which no notice of default shall be necessary, Lessee shall not be deemed to be in default under this Lease Agreement until Lessor shall have given Lessee written notice specifying the nature of default and Lessee shall have not cured such default within ten (10) days after receipt of such notice or within such reasonable time thereafter as may be necessary to cure such default where such default is of a character as to reasonably require more than ten (10) days to cure.

ARTICLE 18 - WAIVER, MODIFICATION, ENTIRE AGREEMENT

18.1 No waiver of any condition, covenant, right of option of this Lease Agreement by the Lessor shall be deemed to imply or constitute a further waiver of any like condition or covenant of said Lease Agreement.

18.2 No amendment or modification of this Lease Agreement shall be valid or binding unless expressed in writing and executed by duly authorized representatives of the parties hereto in the same manner as the execution of this Lease Agreement. The Grand Rapids Economic Development Authority shall consider the recommendation of all interested parties in determining whether to approve any amendment or modification of this Lease Agreement.

18.3 Neither Lessor nor any agent or employee of Lessor has made any representations or promises with respect to the leased premises or the Central School except as herein expressly set forth, and no rights, privileges, easements or licenses are acquired by Lessee except as herein expressly set forth.

ARTICLE 19 - WINDOW TREATMENT

19.1 Lessee, at its expense, may install shades, drapes or window coverings and, if installed, Lessee shall maintain said window coverings in an attractive and safe condition, provided however, in the sole judgment of Lessor said window coverings are in harmony with the exterior and interior appearance of Central School and will create no safety or fire hazard.

ARTICLE 20 - PARKING

20.1 Lessor has established public parking facilities on the grounds of Central School. Lessee warrants that it will enforce regulations providing that its employees will not park their private

vehicles in said public parking area during time when said employees are working at the leased premises (except on a short-term basis for emergencies or for deliveries).

DISCRIMINATION PROHIBITED: The Landlord shall not discriminate based upon race, color, creed, religion, national origin, sex, marital status, age, handicap, or disability, familial status or recipients of public assistance; and shall comply with all nondiscrimination requirements of Federal, State and local law.

IN WITNESS WHEREOF, the parties have hereunto set their hands on the date first written above.

LESSOR:

GREDA President

GREDA Executive Director

Date: _____

LESSEE:

 _____

Free Range Food Co-op

BY: Sarah Verke

Its Board Chair

BY: _____

Its _____

Date: _____

Exhibit A – Location in the Building

Free Range Food Co-op is located on the Second Floor in the south middle room (Suite 202) consisting of 362 square feet.

Exhibit B – Use of Space

Free Range Food Co-op is a cooperative association focused on promoting membership growth and the development of a food distribution outlet for its members in the future.

Exhibit C – Improvements

None



REQUEST FOR GRAND RAPIDS EDA ACTION

Agenda Item #9	Meeting Date: 1/10/19
Statement of Issue:	Consider approval of Commercial Building Improvement Loan to BAB Properties, LLC for the renovation of the commercial building at 32 NW 4th St.
Background:	<p>Brad Nelson, a Certified Financial Planner for Thrivent Financial and the Manager of BAB Properties, LLC, has purchased the commercial building at 32 NW 4th St. and intends to renovate it for use as office space for Thrivent Financial's three agents.</p> <p>The estimated cost of this renovation is \$143,100. Deerwood Bank, who financed the acquisition, will also provide the balance of the funds, less the requested \$40,000 Commercial Building Improvement Loan (CBIL) for the renovation. The renovation involves extensive remodeling of the interior of the building as well as exterior repainting, wainscoting, molding and signage. All of these items are considered eligible expenses under the CBIL Guidelines.</p> <p>As you'll recall, the CBIL program can provide financing for up to 75% of the project cost, or \$40,000, whichever is less. CBIL program loans are secured by a mortgage and promissory note and are provided at an interest rate of 4%, amortized over 20 years with a 5 year balloon.</p> <p>Commissioner Lynch, Commissioner Rick Blake and Staff, as the review Committee, have reviewed the application and its required submittals.</p>
Recommendation:	Consider approval of Commercial Building Improvement Loan to BAB Properties, LLC for the renovation of the commercial building at 32 NW 4th St.
Required Action:	Consider the recommendation of the loan review task force and pass an appropriate motion.
Attachments:	Loan Application



CITY OF GRAND RAPIDS
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Commercial Building Improvement Loan Application

Grand Rapids Economic Development Authority
c/o Community Development Department
420 North Pokegama Ave.
Grand Rapids, MN 55744
Tel. (218) 326-7601 Fax (218) 326-7621
www.cityofgrandrapidsmn.com

Community Development Office Use Only	
Date Received	_____
GEDA Review Date	_____
GEDA Approval	_____

Applicant Information:

The undersigned do hereby respectfully request the Grand Rapids Economic Development Authority's consideration of a Commercial Building Improvement Loan: *(If the applicant is not the property owner, the property owner must, also, sign the application.)*

BAB PROPERTIES, LLC

Name of Applicant (print)

32 NW 4th ST

Address

GRAND RAPIDS MN 55744

City State Zip

218-326-0068 b_nelson85@yahoo.com

Telephone/ E-Mail

TRULUENT FINANCIAL

Doing business as:

BRAD NELSON

Name of Owner (print)

2435 OLD GOLF COURSE RD

Address

GRAND RAPIDS MN 55744

City State Zip

218-256-1908 b_nelson85@yahoo.com

Telephone/E-Mail

com

What is your interest in the building/property? (check one)

Own the Business

Lease the building

Purchasing the building on contract for deed

Other: _____

Project Information:

Tax Parcel # 91-415-3770

Existing Zoning: _____

Existing Use: business office

Proposed Use: Business Office

Property Address / Location: 32 NW 4th ST GRAND RAPIDS MN 55744

Legal Description: see attached
(attach additional sheet if necessary)

Description of your proposed commercial building improvement project: interior remodel
and exterior improvements
(attach additional sheet if necessary)

Are you coordinating your project with any neighboring businesses? Yes No

If yes, please provide their name(s) and the nature of their project(s): _____

When would you like to begin your project? JANUARY 15, 2019

How much time will be needed to complete the project? 5 MONTHS

If your project is located in the CBD (Central Business District), please explain how it furthers the objectives stated within the Downtown Redevelopment Master Plan. (if applicable)

This project will strengthen a business and real property located within the CBD for current and future job development.
(attach additional sheet if necessary)

Project Cost/Financing:

The GREDA Commercial Building Improvement Loan Program may finance up to 75% or \$40,000 of eligible project costs, whichever is less.

Please provide a breakdown of this estimated cost by construction category (attach copies of quotes): *SEE ATTACHED*

Construction Item/Category	Estimated Cost (Quote)
Total Estimated Cost:	<i>143,100</i>

(attach additional sheet if necessary)

Please provide a list of proposed/secured financing sources:

Source	Secured (yes/no)	Amount
GREDA Commercial Bldg. Improvement Loan (requested amount)	<i>No</i>	<i>40,000</i>
Bank	<i>yes</i>	<i>103,100</i>
Cash - <i>as needed</i>		
Other (specify) _____		
Other (specify) _____		
	Total \$	<i>143,100</i>

Required Submittals with Application:

- Application Fee - \$150.00
- Copies of Tax Returns (past 3 years) *email*
- Business Plan *email*
- Evidence of ownership in the form of title insurance, title opinion, or copy of deed *email*
- Building/Site Photos *email*
- Cash-Flow Projections (3 years)* *email*
- Letters of Commitment *email*
- Concept Plan
- Estim. Income Statements (3 years)* *email*
- Credit Report *email*
- Marketing Information *email*

* MN Small Business Development Center at Itasca Economic Development Corp. can assist with this, free of charge.

If Loan is Approved, Additional Submittals Required Prior to Disbursement of Funds:

- Verification that building is insured at a level equal to its value, with the GREDA listed as an additional insured.
- Ownership and encumbrance report
- Copies of receipts for project expenses.
- Verification from the City Building Official that the project is complete.
- Security: Personal guarantee in the form of a Promissory Note (form provided by City) and a mortgage.

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

More information may be requested by the Grand Rapid Economic Development Authority, if deemed necessary, to properly evaluate your request.

I certify that, to the best of my knowledge, information, and belief, all of the information presented by me in this application is accurate and complete and includes all required information and submittals, and that I consent to entry upon the subject property by public officers, employees, and agents of the City of Grand Rapids wishing to view the site for purposes of processing, evaluating, and deciding upon this application. Further, I have read and fully understand the CBIL Program Guidelines described as Exhibit A to GREDA Resolution 12-01.

[Signature]

 Signature(s) of Applicant(s)

12-21-2018

 Date



**BUDGET PRICING #1
THRIVENT FINANCIAL
October 19, 2018**

	<u>Description</u>	<u>Estimated Cost</u>
1	GENERAL REQUIREMENTS	\$13,300
2	SELECTIVE DEMOLITION	\$5,600
3	CAST-IN-PLACE CONCRETE	\$3,300
4	STRUCTURAL METAL	\$3,200
5	ROUGH CARPENTRY	\$5,500
6	FINISH CARPENTRY	\$7,400
7	ARCHITECTURAL WOOD CASEWORK <i>better pricing than last</i>	\$5,400
8	THERMAL INSULATION-VAPOR BARRIER	\$1,600
9	JOINT SEALANTS	\$400
10	DOORS , FRAMES & HARDWARE	\$12,400
11	ALUMINUM DOOR	\$5,000
12	WIRELESS DOOR OPERATER	\$4,000
13	INTERIOR WINDOWS	\$0
14	GYPNUM BOARD SYSTEMS	\$11,100
15	TILE	\$2,000
16	RESILIENT FLOORING	\$7,900
17	ACOUSTICAL CEILING	\$4,400
18	PAINTING	\$11,700
19	TOILET & BATH ACCESSORIES	\$1,500
20	PLUMBING	\$10,400
21	HVAC	\$5,200
22	ELECTRICAL	\$16,800

Total Construction cost=	\$138,100
Architectural/Engineering Fee=	\$5,000
Grand Total=	\$143,100

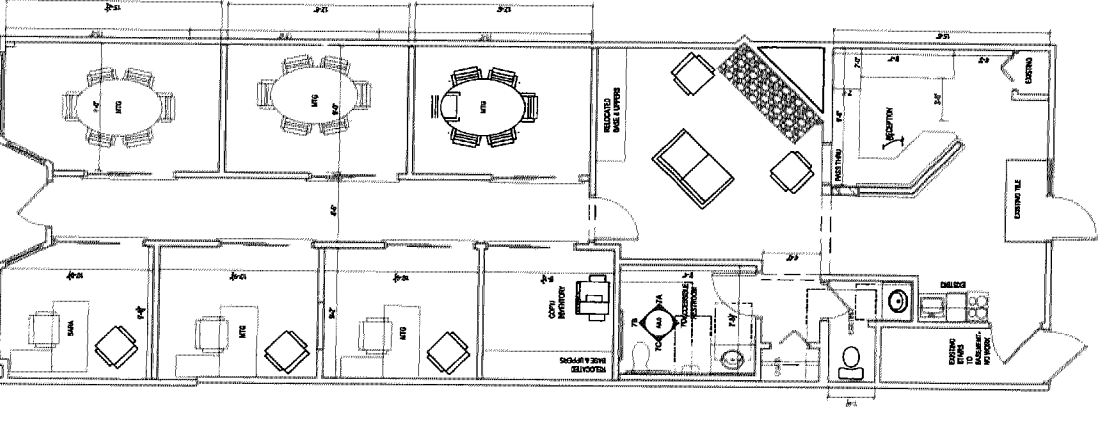
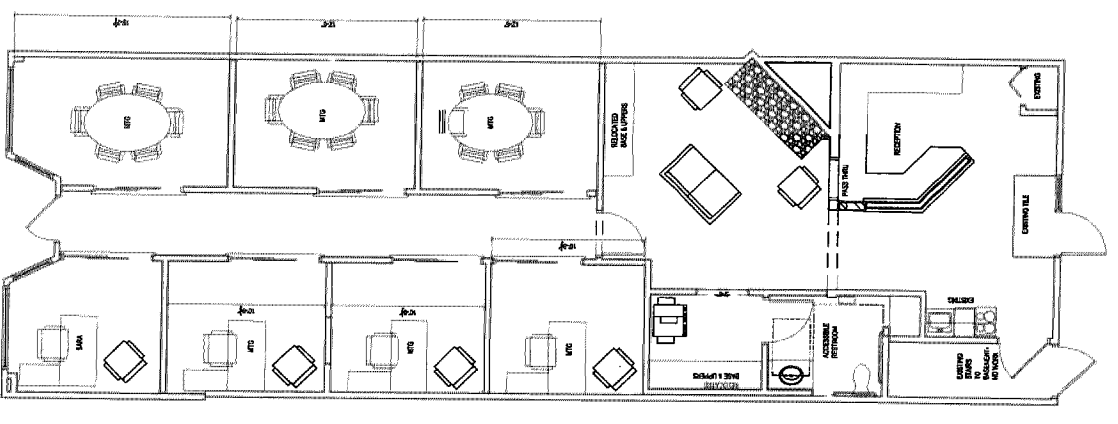
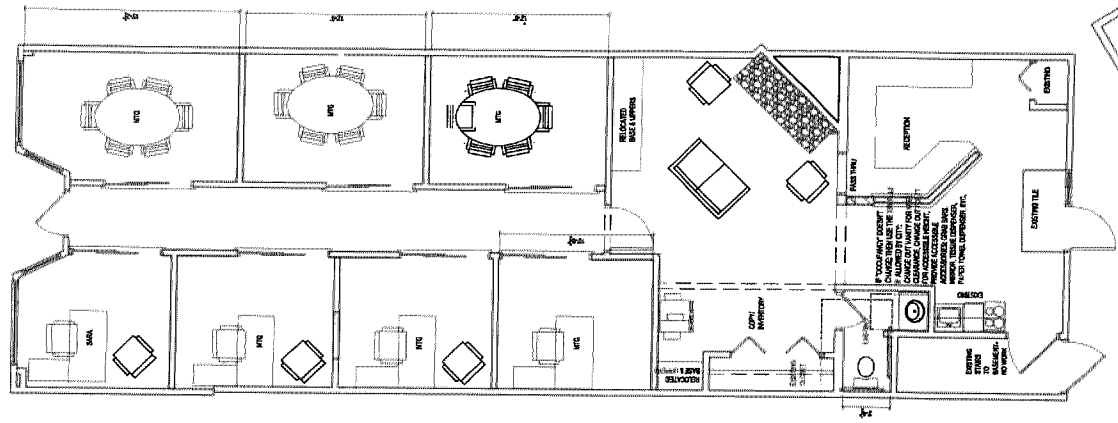
Notes: Total Square Feet = 1406



PROPOSED THRIVENT
 HWY 2
 Grand Rapids, Minnesota

DATE:	NOV 4 2012
DRAWN BY:	JAMES T. DEUTSCH
PROJECT:	THRIVENT
SCALE:	AS SHOWN
REVISIONS:	

FLOOR PLAN
A1.0

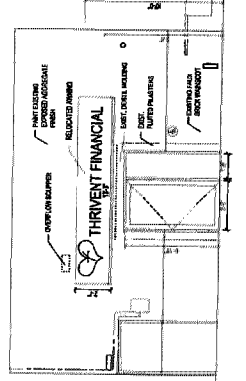


Planning Not for Construction 11.15.18

OPEN TO THE HALL
 AFFECTION IN LOCATION

1 NEW FLOOR PLANE OPTIONS

OPEN TO THE HALL



2 ELEVATION

HAWK COMMERCIAL, INC. ARCHITECTS
 1000 W. WASHINGTON ST. SUITE 200
 GRAND RAPIDS, MN 55701
 PHONE: (507) 325-1111
 WWW.HAWKCOMMERCIAL.COM
 COPYRIGHT © 2012 HAWK COMMERCIAL, INC.



CITY OF
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REQUEST FOR GRAND RAPIDS EDA ACTION

Agenda Item #10

Meeting Date: 1/10/19

Statement of Issue:

2019 Work Plan

Background:

At the previous GREDA meeting, Commissioners provided suggestions for work items and areas of focus to be included within the 2019 GREDA Work Plan.

Staff developed a worksheet of items, from that initial input, scored by the individual GREDA Commissioners in the areas of: Community Impact, Chance of Success, Resource Availability, and EDA Ownership. Those individual scorings are tabulated in the attached worksheet.

It is recommended that, at this meeting, GREDA: review and discuss the tabulated scoring and the ranking of those items, discuss as needed any areas where there is a greater variance of opinion, and determine if any final adjustments, clarifications, deletions or additions to the list of action items should be made.

Following this action, staff will develop a work approach, based on a quarterly timeline, for each priority issue. This will then be presented to the GREDA for final adoption at the next meeting.

Recommendation:

Required Action:

Attachments:

2019 Goal Ranking Tabulation
Commissioner Ranking

2019 GREDA GOAL RANKING

Action Item	Community Impact						Chance of Success						Resource Availability						EDA Ownership						Total						Preliminary Ranking
	R. Blake	S. Blake	Christy	Jackson	Lynch	Przytarski	Average	R. Blake	S. Blake	Christy	Jackson	Lynch	Przytarski	Average	R. Blake	S. Blake	Christy	Jackson	Lynch	Przytarski	Average	R. Blake	S. Blake	Christy	Jackson	Lynch	Przytarski	Average	Standard Deviation		
1 Collaborate with local and regional EDOs.	3	3	3	5	2	5	3.500	5	4	4	5	4	5	4.500	4	4	4	5	4	4	4	5	4	4	5	4	4.000	16.50	1.97	3	
2 Support the growth of retail business	5	4	3	3	3	5	3.833	4	2	4	3	3	3.667	5	4	4	4	3	3	4	4.000	5	4	4	4	4	4.000	15.00	2.68	5	
3 Focus on industrial manufacturing and emerging markets	3	5	4	3	1	4	4.000	3	2	3	2	4	2.800	4	3	3	4	3	3	3	3.600	4	4	3	4	3.600	13.00	1.87	9		
4 Support the stability and growth of existing businesses	5	5	4	3	4	5	4.333	4	3	4	4	5	4.500	5	4	4	4	4	4	4.333	5	5	4	4	4.333	17.00	1.67	1			
5 Promote growth in healthcare industries	4	5	4	3	2	4	4.000	3	4	3	2	4	2.667	4	3	3	4	2	2	3.000	4	4	3	3	3.000	12.83	2.32	10			
6 Collaborate or lead on housing development	5	4	3	3	4	4	3.833	5	3	4	4	4	3.333	4	4	4	4	2	2	3.333	4	4	4	4	3.333	14.00	2.76	7			
7 Promote growth and vitality of the downtown	5	4	3	4	2	4	3.833	4	2	3	4	4	3.333	4	4	4	4	2	2	3.333	5	4	4	4	3.333	14.00	3.16	7			
8 Lead the update of the Comprehensive Plan Economic Development Element	3	3	2	5	4	4	3.167	5	4	5	4	4.500	5	4	4	4	5	5	4	4.500	4	5	5	5	4.500	16.67	2.16	2			
9 Enhance marketing of GREDA services and Grand Rapids area.	4	3	3	4	4	3	3.167	5	2	3	4	3.667	4	3.833	4	4	5	5	5	3.833	4	5	5	5	4.833	15.50	2.59	4			
10 Advocate for progressive business regulations that are not a hindrance to development or cause excessive red tape for existing or new businesses.	4	3	3	5	3	4	3.833	3	2	2	4	3.000	5	3.833	4	3	4	4	4	3.833	3	3	4	5	3.833	14.50	3.21	6			

GREDA Commissioner :		Action Item				Potential Tasks	
Community Impact	Chance of Success	Resource Availability	EDA Discretion	Total			
				0		Provide input into IEDC strategic planning, work with IEDC on Federal EDA funding and activities connected to UPM layoffs, invite input from IEDC in the City's Comprehensive Plan Update. Maintain a positive and productive relationship with MN IRRR and DEED.	
				0		Seek to partner with VGR and others to assess market demands for additional lodging and meeting/convention space, review the findings of past private retail market and site analyses of Grand Rapids to look for areas that can make our market more attractive, consider public financing and other forms of assistance to support the redevelopment of key commercial sites, such as the former K-Mart, and Ray's Sport and Marine.	
				0		(Looking for input on specific tasks)	
				0		Participate in site visits (BRE program) to existing industrial businesses to hear about their needs, and inform them of programs that can assist them with any plans for expansion, financing of equipment and customized training programs and follow up on any action items/leads.	
				0		(Looking for input on specific tasks)	
				0		Assume the marketing, sale and development of housing sites established through the platting of City property on the Golf Course Rd. Consider support for a new housing market analysis study.	
				0		Continue implementation of the Small Cities Development Program (SCDP) grant and CBIL program. Consider listing Block 20/21 and/or Block 5 sites with a broker. Consider the development of a strategic plan for Central School. Speak with Central Square Mall owners to determine if GREDA can assist.	
				0		Work with the planning consultant and staff to develop the economic development goals and strategies for the City.	
				0		Develop an updated economic marketing plan that considers: enhancements to GREDA website, community message board, print advertising, and other appropriate means of communication.	
				0		(Looking for input on specific tasks)	