



# Metropoint

*The Center for Business*

2nd Quarter 2017

## TAKE NOTE OF THE UPCOMING DATES:

### **Metropoint Earth Day Fair**

Friday, April 21  
11:30a.m. - 1:00p.m.

### **Earth Day**

Saturday, April 22

### **Administrative Professionals Day**

Wednesday, April 26

### **Mother's Day**

Sunday, May 14

### **Floor Warden Training**

Thursday, May 25  
10:00a.m. and 1:00p.m.

### **Memorial Day**

Monday, May 29

### **Father's Day**

Sunday, June 18

### **Independence Day**

Tuesday, July 4

### **Tenant Appreciation**

#### **Ice Cream Social**

Tuesday, July 18

## Severe Weather Awareness Week

According to the National Weather Service, Minnesota experiences an average of 40 tornadoes per year. A record was set in 2010 with 104 tornadoes across the state. Understanding this threat and knowing what to do when a tornado is approaching can save lives.

To promote severe weather preparedness, Homeland Security and Emergency Management sponsors Severe Weather Awareness Week in Minnesota each year in collaboration with the National Weather Service and sixteen state and local agencies. The week is designed to refresh, remind, and educate everyone about the seasonal threats from severe weather and how to avoid them.

The most important events during Severe Weather Awareness Week (April 17-21 this year) are two statewide tornado drills. The drills are scheduled for Thursday, April 20, at 1:45 p.m. and 6:45 p.m. The first drill is intended for institutions and businesses and the evening drill is intended for second shift workers and families. During each drill, outdoor warning sirens and weather radios will sound in a simulated tornado warning.

Take advantage of Severe Weather Awareness Week to review Metropoint's emergency procedures as well as your family's to prepare for weather-related hazards.



### **Metropoint Earth Day Fair**

The Metropoint Earth Day Fair will be held in the 600 Building lobby from 11:30a.m. to 1:00p.m. on Friday, April 21st.

Stop by to learn about environmental initiatives underway at Metropoint and take advantage of the electronic recycling program. Simply bring your electronics to the 600 Building atrium seating area during the Earth Day Fair. Most electronics, including computers, laptops, fax machines, printers, microwaves, etc., will be recycled at no charge. Larger items, such as monitors and TVs, will cost \$15 each, whereas copiers and small refrigerators will cost \$45 each.

# Organize Your Workspace

You might think you can't spare the time to organize your workspace – but in reality, a neat and orderly office will make for increased productivity and more efficient use of your time. Employ the following tips to transform your office into an efficient workspace:

- **Clean Off Your Desktop:** Remove clutter, shred, and get rid of everything you don't really need for work, including trinkets, plants, etc.
- **Prioritize Accessibility:** Position equipment and supplies that you use most frequently within convenient reach. Items seldom used should be stored.
- **Create a Filing System:** Put all items to be discussed, handed off, etc., into a "Prep" folder to help prepare for meetings. Create a "Pending" folder for items you are awaiting a response on and designate a "Read" folder for articles and documents you want to review at a later date.
- **Straighten Your Desk:** At the end of each workday, quickly organize your desktop so you aren't greeted by chaos the next morning.



- **File Weekly:** Don't accumulate piles of paperwork on your desktop. Instead, put documents in a "File" folder to file on a weekly basis.

The effort you put into creating and maintaining an efficient work area will pay huge dividends. Instead of shuffling through piles hunting for documents, you'll be able to spend more time actually working.

## Pay It Forward Day

Launched in 2007, International Pay it Forward Day is celebrated on April 28th every year. Inspired by the book and movie "Pay it Forward", the initiative involves people performing acts of kindness for others without expecting anything in return. Instead, recipients are asked to 'pay the kindness forward' to others in need – essentially creating a positive ripple effect of giving.

Join in on this global phenomenon by performing a random act of kindness on April 28th and bask in the positive energy you'll experience from giving to others.



## Brain Teasers

Ready to challenge your brain?

1. Jim and Wanda both have some apples. If Jim gives Wanda an apple, they will both have the same number of apples. However, if Wanda gives Jim an apple, Jim will have twice as many as Wanda. How many apples do Jim and Wanda each have?
2. I am a married woman. John's son is my daughter's father. What is my relationship to John?
3. How do you get 24 from 9, 6, 11 and 3, using addition, subtraction, multiplication or division?

Source: [www.fitbrains.com](http://www.fitbrains.com)

# How to Become a Morning Person

Even if you feel like you function best in the middle of the night, you can still train yourself to develop morning person habits. Here's how:

- **Good Sleep Hygiene:** Keep a consistent sleep schedule to ensure you're getting quality sleep. Try moving your bedtime forward by 15 minutes at a time if you need to shift your bedtime ahead a bit.
- **Night-time Preparation:** Decide what you're going to wear the next day, make a healthy lunch, and pack your gym bag at night. By simplifying your morning routine, it will be easier to get out of bed.
- **Motivation:** Determine a purpose for starting the day earlier – whether it's a morning workout or preparing a healthy breakfast – as motivation for getting up earlier.

- **Avoid Hitting the Snooze Button:**

Cutting out that nine minutes (or more) of snoozing earns you bonus time each morning. Take advantage of that extra time to focus on a project –

you'll be surprised how good it feels to start the day with a task already checked off your to do list.

- **Seize the Day:** Waking up thinking about all the things you don't want to do is a terrible way to start your day. Instead, think ahead to the best things you'll do all day to inspire you to get out of bed.

Seeing the benefits of your earlier wake-up time will make it feel like less of a chore and help you to be more productive in the morning.



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## Cancer Survivors Day

National Cancer Survivors Day® is a treasured, annual celebration of life that is held on the first Sunday in June. This year, Sunday, June 4th, will mark the celebration's 30th year.

National Cancer Survivors Day is intended to honor cancer survivors and to celebrate life. It provides an occasion to draw attention to the ongoing challenges of cancer survivorship with the aim of promoting resources, research, and survivor-friendly legislation to improve cancer survivors' quality of life.

Mark this day on your calendar and make a plan to commemorate National Cancer Survivors Day by visiting a Cancer Survivors Park. To find a Park near you, simply visit <http://blochcancer.org/about/cancer-survivors-parks/>.

Each of the 25 Cancer Survivors Parks, which have been individually designed to complement the surrounding area, features three consistent elements:



First is a positive mental attitude walk with 14 bronze plaques – four inspirational and 10 instructional. Second is a sculpture of eight life-size bronze figures passing through a maze representing cancer treatment. The five before the maze show fear, hope and determination in their faces while the three after are laughing and happy, representing successful treatment. Third is a "Road to Recovery" consisting of seven plaques explaining what cancer is and basic actions to help overcome the disease.

# Recognizing Metropoint Tenants

Equus Capital Partners, Cushman & Wakefield NorthMarq, and Colliers extend special thanks and appreciation to the following tenants for their new/renewal/expansion leases completed during 1st Quarter 2017:

**Brown & Carlson, P. A.**  
(Suite 500 | 300 Building)

**Iris Brands, LLC**  
(Suite 1101 | 600 Building)

**IPCS**  
(Suite 1595 | 600 Building)

**Thoresen, Diaby, Helle, Condon & Dodge, Inc.**  
(Suite 1940 | 600 Building)

## Run & Ride

Join in the third annual Run & Ride Race Series at Valleyfair Amusement Park in Shakopee on Friday and Saturday, May 20-21. Choose the half or quarter marathon, 5K, or 1-mile distance and be part of this one-of-a-kind fun! For details and registration, visit [www.runandride.com](http://www.runandride.com).



### Brain Teaser Answers

1. Jim has seven apples and Wanda has five apples.
2. Daughter-in-law. Her daughter's father is her husband. This means John's son is her husband, so John is her father-in-law, making her the daughter-in-law.
3.  $(6 - 3) \times 11 - 9 = 24$ .

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## About Equus Capital Partners, Ltd.

Equus Capital Partners is one of the nation's leading private equity real estate fund managers. Equus' diversified portfolio consists of office, multi-family, industrial, and retail properties located throughout the United States. The firm is headquartered in the Philadelphia area with regional offices in Chicago, Los Angeles, Washington D.C., Boston, Atlanta, and Raleigh-Durham. For additional information, please visit the company's website at [www.equuspartners.com](http://www.equuspartners.com).



### IMPORTANT PHONE NUMBERS:

#### Property Management



Office: 952-546-8700  
Fax: 952-593-2484

After Hours Emergencies  
952-546-8700

Metropoint Security Desk  
952-525-3507

#### Leasing



Kevin O'Neill  
952-897-7724

Michael Gelfman  
952-897-7875

#### Metropoint Retailers

Metropoint 300 & 600 Cafes  
952-545-2883

Metro Stop  
952-546-7100

Perry Cohn Jewelers  
952-544-5136

Spa Blu  
952-546-5331