

Dear BOMA Members,

St. Paul BOMA has been leading a security initiative for the past 18 months. This initiative is important for downtown Saint Paul and the East Metro Region as a whole. As we've communicated to you in the past, there are three phases to this project which leads to the creation of a comprehensive security plan for downtown.

Right now we are in Phase One of the project which involves collecting data and other information. I am asking for your assistance. One element of this initial phase is to conduct a survey of employees, residents and visitors of the downtown area and ask questions regarding their perception of safety in the central business district. I need your help in distributing this online survey. I've attached an invitation with a link to the survey. I would appreciate if you can forward this survey invitation to anyone who may have an opinion on this topic. This potentially includes employees in your organization, tenants (and their employees) in your building, or residents in your building. If your employees work outside of downtown, but make trips into the central business district, their opinions are still valuable and I encourage them to participate in this survey. And of course, you should take the survey also.

Here is a suggested email message you can use or modify as you choose to introduce the survey.

*Dear [Employees, Tenants or Residents]*

*We value your opinion. Greater Saint Paul BOMA has asked us to send you a survey about safety and cleanliness in downtown Saint Paul. It will only take 5 minutes to complete and your input will be appreciated. Attached is a survey invitation from BOMA and the Saint Paul Downtown Alliance. The invitation contains a link to the survey. Surveys must be completed by November 6, 2018. [If you are sending this to tenants with employees, include the following...We encourage you to share this survey with employees in your organization.] Thank you for your consideration and we hope you participate in the survey.*

We ask that you send out this survey invitation to potential participants as soon as possible to give them adequate time prior to the survey close date. Thank you for your assistance on this important initiative. We'll continue to keep you informed as we make progress on this project.

Joe Spartz