



Saint Paul BOMA News

BOMA's mission is to provide leadership to the commercial real estate industry through advocacy, education, research, and professional networking.

August 2020

Vol. 6, No. 8

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Upcoming Events

August

Membership Meeting– 8/10
Virtual Social Event – 8/19

September

TBD

Newsletter sponsored by:



Are You Wish-Cycling?

We all want to do our part to recycle materials but are we doing it correctly? Is everything we recycle actually recyclable? Or are we just **Wish-cycling** - putting a non-**recyclable** item in the **recycling** bin with the hope it will be **recycled**? The biggest problems - the “tanglers” – plastic bags, films and tarps.

And, what about organics? How can commercial properties and businesses use organics recycling? Businesses, organizations and schools have three main options for recycling organic waste:

- Organics recycling for composting
- Food to people
- Food to animals

You are not alone – there is assistance out there. On August 10th **Tom Heuer**, Director of Business Development for Aspen Waste Systems, Inc. joins us to provide updates on recycling and organic composting as well as information on signs and grants available to help!

This meeting will be held at TST Catering in St. Paul and will allow for social distanced networking with an outdoor patio lunch before moving the meeting indoors. A Zoom option is available for those who can't attend in person.

One Hour CEU Approved

Date:

Monday, August 10th 2020

Time:

12:00 – Lunch Starts

12:30 – 1:30 Program

Location:

TST Catering

Cost:

\$20.00 member registration - ZOOM

\$25.00 non member - ZOOM

\$30.00 member registration w/lunch

\$40.00 non member w/lunch

CHAIR'S REPORT – *David Ketcham*



Hello everyone -- I am so pleased that Saint Paul BOMA successfully conducted our 33rd Annual Golf Tournament on Monday July 20th. This summer, most organizations are postponing or canceling their outings all together. I am very proud of our Golf Committee and the BOMA staff for stepping up under challenging conditions. The 2020 golf event required more planning and preparation than any one before it and the BOMA staff really impressed me with their flexibility and ability to make smart decisions. The safety considerations we negotiated with the course were effective and did not seem to hamper the golfer experience at all. It is great to have a golf course partner like Prestwick of Woodbury. They gave us the necessary guidance and really made the process go smoothly.

I am pleased on behalf of the Service Providers who sponsored the event. As a Service Provider myself, we need successful events like this to promote our companies and the services we provide. The golf event is a big deal for all of us. The Golf Committee will be meeting to discuss the changes and ensure that we have another successful event in 2021. Any feedback from our membership is welcomed.

As the new Chairman, it is my job to make sure the association is geared for improvement over the next few years. **Growth** and **Engagement** are the corporate buzzwords of the day, but those have never been more important for Saint Paul BOMA. As such, the Board of Directors will be meeting in the coming months for a strategic planning session. Our hope is that we can establish some strategic initiatives to drive organization growth and member engagement. These topics mean different things to everyone. Again, if you have something that you feel you can add to the conversation, please feel free to reach out to me personally and I will make sure it is addressed in the process.

I hope that your summer is as fun filled as it can be, under the circumstances. Please stay safe and wear a mask.

David Ketcham



MN Legislative Update

With Sonnie Elliott

Legislative Update and Primary Election:

The legislature held its second special session July 13th - July 20th in order for **Governor Walz** to extend his emergency peacetime powers. Under law, the governor is allowed to extend his power for 30 days at a time, but must allow the legislature the ability to remove those powers during a legislative session. The Senate Republican majority has voted to remove his authority in both sessions, but the House DFL majority has prevented that action. The multiple emergency peacetime power extensions has been contentious with Republicans in both chambers. House Minority Leader **Kurt Daudt** (R-Crown) has been very vocal about not supporting a capital investment bill until emergency powers are terminated. The capital investment bill must originate in the House and needs a 3/5 majority to pass, which requires members from the minority party. Another special session in early August is likely to be called to extend the emergency powers once again.

August 11th is the primary election, which will determine the nominees for the November general election. For more information about where to vote and a sample ballot, visit the Secretary of State's website [here](#).

Coming Soon...

Save the Date: Virtual Social Event

Plan to attend a Zoom social event on August 19th at 3:00 pm. It will give you a chance to catch up with many St. Paul BOMA members you haven't seen since March. Plus, we'll be making several announcements about some fun, upcoming events. Don't miss it. To register, [click here](#).

Building Readiness in a Pandemic

Rick Hermans, who is a Director and Regional Chair for ASHRAE, presented information at the St. Paul BOMA Property Managers meeting July 23rd. His focus was on reducing COVID-19 risk in commercial properties through appropriate airflow and filtration. [Click here](#) to view his slide show.

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New Newsletter Feature!

Starting with this August issue of the St. Paul BOMA newsletter, one Service Partner will be providing useful content for Building Members. (See article on the next page as our first submission.) If you are interested in submitting an article for a future edition of the newsletter, please contact Joe Spartz. joe.spartz@bomastpaul.org

FACILITY CONDITION ASSESSMENTS: REDUCING COSTS BY PLANNING FOR FUTURE NEEDS

A Facility Condition Assessment is “a process of systematically evaluating an organization’s capital assets to project repair, renewal or replacement needs that will preserve their ability to support the mission or activities they are assigned to serve.” Facility Condition Assessments, or FCAs, are performed through visual inspection by experts in specific building systems. They can be utilized to determine the current condition of the facility assets, identify current and future repair and maintenance needs, estimate costs for work identified, and help prioritize needs. Maintaining a building is essential to keep it performing and functioning throughout its lifecycle, and lack of funds and mismanagement are the main reasons for the unsatisfactory performance of building facilities.

Having an expert perform an FCA can help provide accurate data that allows facility managers to determine present conditions and future costs for each asset type. This provides defensible evidence for funding needs and helps to prioritize projects. The use of FCAs can be an integral part of a predictive maintenance program. Utilizing a predictive, vs. a reactive, maintenance approach can cut costs, reduce downtime/disruptions, and extend the service life of your facility assets. Studies indicate that a functional predictive maintenance program, instead of reactive maintenance, can provide, on average, a 10X higher return on investment, a 25-35% reduction in maintenance costs, eliminate breakdowns by 70- 75%, reduce downtime by 35-45%, and increase production by 20-25%.

Inspec is an independent engineering/architectural consulting firm specializing in the areas of roofs, walls, windows, waterproofing, and pavements. The company was founded in 1973 and is dedicated to improved design, construction practices, and maintenance of the building envelope. Our staff of engineers, architects, a registered roof and waterproofing consultants, registered roof observers, a green roof professional, field observers, certified thermographers, and other technical and support staff enable us to provide specialized building envelope and pavement services to clients on local, regional, and national levels. Services offered include facility condition assessments (pre-purchase/due diligence), infrared surveys/leakage investigations/heat loss studies, forensic investigations (failure, insurance claims), façade ordinance inspections, design review/consultation, design (existing and new construction), construction administration and observation, testing (in-house laboratory, on-site), computerized management programs, expert witness testimony, and more. For more information, feel free to reach out to Jason Popovich at jpopovich@inspec.com or (952) 843-3322.



Rugless, J. (1993). Condition Assessment Surveys, Facilities Engineering Journal, 21 (3). 11-13.
 Glenda Mayo and Pauline Karanja (2018) Building Condition Assessments – Methods and Metrics. Journal of Facility Management Education and Research: 2018, Vol. 2, No. 1, pp 1-11.
 US Department of Energy, Federal Energy Management Program, Release 3.0. Operations & Maintenance Best Practices, A Guide to Achieving Operational Efficiency. August 2010

Michaela is Stepping Out...

I started working at BOMA in March of 2019 and I remember feeling very much like I'd been tossed (cold turkey!) in to an industry I knew absolutely nothing about. But I picked it up as I went along and slowly developed a level of comfort and confidence in my role as Marketing and Communications Coordinator. Some tasks I really enjoyed and some...not so much. What I learned is that marketing may not be for me, but I really enjoyed working on the monthly newsletter and weekly email blasts – both as a writer and an editor.

I will be moving on to pursue work in that direction and I'll be doing it in the Pacific Northwest! At the end of August, my partner and I will be moving to Washington State, and with any luck I'll land a stellar job at a great publication or finally launch my own freelance practice. Either way, I'm excited about the prospect of doing those things with the mountains on one side of me and the Puget Sound on the other.

My last official day at BOMA is Friday, July 31st, so thank you all for being so wonderful to work with and I wish you all the best in your future endeavors.



I am thrilled to serve Greater St. Paul BOMA as the new Marketing and Communications Coordinator! I view this position as an opportunity to cultivate creativity, collaboration, and meaningful connections. I look forward to working with you, learning about your background, hearing your stories, and enhancing your membership experience with BOMA.

A little bit about me. I was born in the Chicago area but did not get the chance to form a relationship with the city, as my family moved to Minnesota when I was just 5. I lived in the remote state of South Dakota for 3 years, somewhere I never thought I'd end up (I'll never forget my mom asking me if they have Target stores out there). After that, I spent several months in Oregon before heading to Miami. I received my bachelor's degree in English Literature from Florida International University and became deeply entrenched in the theatre industry during my time in South Florida. The powers that be have brought me back to the Twin Cities and I am rediscovering the opportunities that make this a great place to live.

One of my favorite quotes by the Rev. Dr. Martin Luther King, Jr. sums up who I am at my core: "Life's most persistent and urgent question is, what are you doing for others?" To me, life is all about connecting with and serving people to the best of my ability. I am grateful for every day that I can learn, engage with others, and lend a helping hand. I know I am going to learn so much by working with you and hope that I can impart some knowledge as well!

You can reach Samantha Davis at stpaulboma@bomastpaul.org

...Samantha is Stepping In!





DOWNTOWN IMPROVEMENT DISTRICT FAQs

Greater Saint Paul BOMA recently connected with Saint Paul Downtown Alliance's **Joe Spencer** on the implementation of a *Downtown Improvement District* (DID) in Saint Paul. Early last year, BOMA invited Rozin Security to present their findings on a study of downtown security. One of their key recommendations included better centralized communications which will require the creation of a DID.

Joe Spencer was kind enough to provide some more information on how a DID would work in Saint Paul and what progress is being made on implementing one in downtown.

1. What is a Downtown Improvement District (DID)?

It is a self-imposed and self-managed assessment (or fee) district to provide services that are above and beyond those provided by the public sector.

A downtown improvement district (or DID, also known as a business improvement district/BID or a special service district/SSD by MN state law) is a **private organization that is operated to promote business district revitalization and management – it is run by business, for business**. The budget process starts with the organization's Board of Directors (usually made up of mostly private sector leaders) that are assessed and collected by the City and Ramsey County almost like a fiscal-agent basis.

Voluntary contributions can also be accepted by the organization from properties exempt from assessment, including government, certain non-profits, and residential parcels.

Of the 65 largest cities in the country, Saint Paul is the only one without an improvement district. **DIDs throughout the country have been created because the private sector recognizes that the public sector cannot deliver the level of service on an affordable basis that private property and business owners demand.**

2. A number of people have been involved in the process of creating a DID for Saint Paul. Who are they and what have their roles been?

Hundreds of downtown stakeholders have been involved in this process over the years. The idea of an improvement district for downtown Saint Paul has long been discussed.

Continued on next page

Downtown Improvement District

In 2017 the Riverfront Corporation spent more than a year convening with property owners, business leaders and other community members to craft the Downtown Vitality Vision, a report that made three recommendations that would benefit downtown in the long run. One of the recommendations from that report was to create a special service district (SSD). When the Downtown Alliance was launched in 2018 one of its primary goals was to explore the feasibility of creating an SSD in Saint Paul. The SSD Feasibility Committee co-chairs are **Julio Fesser** (Securian Financial), **Jim Stolpestad** (Exeter Group) and **Clint Blaiser** (Halverson Blaiser Group), and dozens of property owners and downtown stakeholders have volunteered their time and expertise to the committee.

In October of 2019, after 18 months of researching the feasibility of a district in Saint Paul, a group of property owners and building managers who had previously expressed interest in creating a district came together with the Downtown Alliance and Urban Place Consultants to discuss what a potential district could include and cost in Saint Paul. That steering committee reached a consensus to create a program with a primary focus on safety and cleanliness and in March of 2020 began the process to establish the Saint Paul Downtown Improvement District. However, just days later the coronavirus crisis was in full swing and financial uncertainty motivated the steering committee to reconvene and reevaluate the district. The steering committee decided to move forward with a district that would be phased in over two years, beginning with the launch of the Joint Safety Communication Center/Fusion Center in 2020/2021 and then adding the highly visible street ambassador program in 2022.

3. How does a city create a DID and what is that process like? Where is Saint Paul in that process?

Minnesota state law determines the process for establishing a Saint Paul DID. According to Minnesota Statute 428A.02 the governing body of a city may adopt an ordinance to establish a district. Petitions signed in favor of the City Council beginning the process of creating the ordinance must be received from property owners representing at least 25% of the commercial property within the established boundaries of the proposed district. Once petitions have been received and verified the ordinance is drafted and considered by City Council. If the ordinance passes, owners are notified and have a final chance to review the final ordinance and details. The DID can only be enacted with strong support from the private sector.

On July 1, 2020 petitions representing 60% of the proposed district were submitted to the City Clerk to begin the process in Saint Paul. The City Council voting and public hearings will take place towards the end of summer and into fall. If the ordinance passes, assessments and services would begin to be collected in 2021. Per Minnesota state law, district budgets must be approved annually by City Council and property owners re-petitioned every five years. In cities around the country it is not uncommon for districts to grow or change based on the results and impacts they produce. If a district is successful, there is a process for adjacent areas to become part of the district with support from those property owners.

4. What part does the Joint Security Communications Center (JSCC), presented at the January 2019 BOMA meeting, play?

The JSCC, or Fusion Center as it is commonly referred to, **is the first strategic priority** of a comprehensive vision for improving safety and security perceptions and outcomes through a DID. The Fusion Center will leverage existing assets and infrastructure by acting as a central joint safety and communication center, modeled off best practices from downtowns around the country. By connecting public sector (public camera feeds, Saint Paul Police Department officers, Metro Transit Police Department assets), private sector (building security officers and cameras), and nonprofit resources

Downtown Improvement District

(social service organizations, Community Ambassadors etc.) in one place, Fusion Center staff can efficiently and effectively engage or deploy the right resource at the right moment.

For instance, if a call comes in that someone is experiencing a nonthreatening mental health emergency, Fusion Center dispatch can connect with social service organizations, rather than tie-up police officers. As the second phase of the DID is implemented in 2022, the Fusion Center will also have the ability to communicate with and dispatch highly visible street level ambassadors for escorts, rapid response cleanliness needs and more. Collecting data and tracking outcomes to share with ratepayers is a critical component of both programs.

5. Tell us a little about the Safety Ambassadors and the Streets of Summer program – was this a trial of some sort and what were the results?

The 2019 Streets of Summer program was a pilot project modeled off best practices of DIDs from around the country. For 12 weeks five full time ambassadors were deployed in two key zones downtown – the area around Rice Park/Landmark Plaza/Hamm Plaza and the two blocks around Central Station. These highly visible ambassadors removed graffiti and litter, repainted fixtures and street furniture, offered assistance and directions to visitors and workers, and spent time building relationships with business owners, public safety officials and outreach providers. Their primary role was to be a force multiplier by adding extra eyes and ears to the public realm by creating a welcoming environment that encouraged vitality and discouraged negative behaviors. The results from both property owners and downtown workers were overwhelmingly positive. The second phase of DID implementation will be modeled off the Streets of Summer street level ambassador program.

6. Finally, how does having a DID benefit Saint Paul? What are the some of the challenges you anticipate?

More than a thousand improvement districts have been established across North America over the past few decades. They have been proven to increase property values and occupancy rates, reduce crime rates and improve the overall safety and vitality of the communities where they are established. The coronavirus pandemic has highlighted both the challenges and opportunities for a DID in Saint Paul. Around the country DID ambassadors have been designated as essential workers. They are frontline workers who have not only been maintaining the cleanliness and safety of public spaces but will also be critical in creating welcoming and reassuring environments as workers and visitors begin to return to downtown. It is more important than ever that downtown Saint Paul seize every opportunity for competitive economic advantage. A downtown improvement district is a tool that leverages private sector investment and expertise in order to improve safety perceptions and outcomes, and create competitive advantages.

For more information on Downtown Improvement Districts, [check out this FAQ](#) from the Saint Paul Downtown Alliance.

33rd Annual Golf Tournament

In spite of the pandemic, Greater Saint Paul BOMA held its 33rd Annual Golf Tournament at Prestwick Golf Course on Monday, July 20th.

The weather was beautiful and everyone had a fantastic time. We hope to see you again next year!



33rd Annual Golf Tournament



33rd Annual Golf Tournament



More Golf Photos On Our Website!

33rd Annual Golf Tournament



Photos Courtesy of SwedeBro

Thanks to our Golf Sponsors!

Thank you again to the following companies who agreed to sponsor the 33rd Annual Golf Tournament!

American Security Services
Aspen Waste Systems
The Blue Book
Brin Glass
Capital Maintenance
Creative Lawn & Landscape
Cy-Con
Fresh Paint
Greiner Construction
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Horizon Roofing
Innovative Masonry Restoration
INSPEC, Inc.
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Restoration Systems
Schindler Elevator
Securitas Security Services
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Unilev Management
Western Specialty Contractors

Upcoming Educational Classes

Energy Management and Controls – SMT

Start Date: Wednesdays, September 23rd to Oct 28th 6:00 PM – 9:00 PM (Six weeks total)

Cost: \$855 Member / \$955 Non-member

Location: Town Square Tower, 445 Minnesota Street, Conf. Center off of Lobby Skyway

Energy Management and Controls includes a number of key concepts and discussions that teach fundamental maintenance and energy management control aspects that will enable you to run your building operations in a cost-efficient manner. You will develop an understanding of the operation of heating, cooling, humidification, and dehumidification control applications, and learn about variable air volume design and building pressurization control devices. You will also develop the skills and knowledge to perform a cost-benefit analysis of HVAC, electric, and lighting systems and to create an energy management program for your facility.

Upon successful completion of this course, learners will be able to:

- Apply an energy management plan to your building's systems
- Evaluate new systems with a concentration on retrofitting
- Describe traditional and alternative energy systems and their integration with other building systems
- Discuss how to use programmable logic controllers and other resources to optimize your system
- Develop, implement, and manage an innovative preventive maintenance program

Key topic areas: control system basics • auxiliary and electronic controls and their application to heating, cooling, humidifying, and volume control • computerized automatic control systems • factors determining energy consumption in HVAC, electronic, and lighting systems • preventive maintenance measures in energy management • energy management control system applications

Upcoming Educational Classes

Fundamentals of Facilities Management – FMA

Start Date: Mondays, September 21st – October 26th * 6:00 PM – 9:00 PM (Six weeks total)

Cost: \$975 Member/ \$1,075 Non-member

Location: Town Square Tower, 445 Minnesota Street, Conf. Center off of Lobby Skyway

Fundamentals of Facilities Management includes a number of key concepts and applications that are designed to provide the base from which you can build a career in facilities management. Successful facility managers must have business savvy supported by a broad scope of technical knowledge. Therefore, you will gain an understanding of the importance of facilities management to business organizations and operations, while also learning strategies for internal marketing. You will learn how to structure and manage operations and maintenance programs, and how to manage personnel effectively to control workloads. You will likewise acquire project management and leadership skills crucial to your success.

Upon successful completion of this course, learners will be able to:

- Demonstrate the importance of facilities management to business organizations
- Structure and manage operations and maintenance programs
- Manage internal and outsourced personnel effectively to control workloads
- Align facilities operations with information management, cost controls, and investment and budgeting strategies
- Make effective decisions and apply insight into information analysis methods
- Manage a successful project, with you as a team leader

Key topic areas: principles of information management • investment, cost controls, and budgeting strategies • operating levels of facilities activities • outsourcing principles • benefits of leasing vs. ownership

Contact [Denise](#) for more information or call 651.291.8888

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Greater Saint Paul BOMA

First National Bank Building
332 Minnesota Street, W2950
St. Paul, MN 55101
Phone: 651-842-4023
Fax: 651-291-1031
www.bomastpaul.org



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