North Michigan Avenue SSA 76

Wednesday, January 31, 2024, 2pm

625 North Michigan Avenue, 6th Floor Conference Room

Minutes

1. **Call to Order and Roll Call**

Meeting call to order at 2:01 PM

**Roll call:**

Commissioners: Bradley Borowiec, Elizabeth Kilroy, Elliot Adamczyk

Staff: Kimberly Bares, Denise Chudy, Marshaun Tolbert, Francesca Loise

Guests: Jennifer Hesser

**Commissioners joined after roll call:** John Gagliardo

**Guests Joined after roll call:** Nichole Benolken, John Bartuch, Julio Berthet

1. **Review and Approval of Previous Meeting Minutes**

Commissioners reviewed the previous meeting minutes and provided amendments. Elizabeth made a motion to approve the minutes as amended. Elliot seconded the motion. Motion approved.

1. **Public Comment**

None

1. **Updates**
	* **Safety & Security**
		1. **RFP for 2024 Private Security**

Update on edited RFP for 2024 private security included ability for The Association to modify the contract as needed. Elizabeth made a motion to approve the 2024 private security RFP. John seconded the motion. Motion approved.

* + 1. **Discussion regarding one-month extension of current security services**

Commissioners and staff discussed the previous conversation with United Security. John made a motion to extend patrol cars with United Secuity for February and March not to exceed $50,000. Elizabeth seconded the motion. Motion approved.

John Bartuch comments on improvement with united Security. John provided a run-down of how a typical overnight shift looks. He also provided information on the protocols that should be followed by security guards should there be anything that needs to be reported.

* + 1. **RFP for 2024 SSA Renewal/BID Creation Consultant**

The Association published the RFP, and Kimberly will extend the deadline for proposals.

* + 1. **RFP for Corridor Management Consultant**

The Association shared the updated RFP for a safety and security consultant/planning firm. Elizabeth made a motion to approve the RFP for a planning firm. John seconded the motion. Motioned approved.

* + 1. **2024 security plan noting the following** **high levels of activity:**
			1. **St. Patrick's Day (3/16)**
			2. **Memorial Day (5/25-5/27)**
			3. **The Magnificent Mile® Art Festival (6/22-6/23)**
			4. **NASCAR (6/6-6/7)**
			5. **Summer tourist season**
			6. **Winter holidays**
		2. **United Security incident reports**
	+ **Marketing**
		1. **Consumer Activations**
			1. **Winter Pop**
			2. **The Magnificent Mile Tulip**
			3. **Flight of Butterflies**
			4. **Art Festival**

Discussion on wrapping the Visitor Center to support The Magnificent Mile Tulip and the SSA’s contribution to Flight of Butterflies activation.

* + **Review 2023 Budget**

Reviewed the status of the carryover from the 2023 budget. QDSI must come through with the invoice for an art installation to carryover $203,017.02 into the 2024 budget.

* + **Review 2024 Budget**
1. **Old Business**
	* **Selection of Auditor for 2023 Audit**

The Association shared the selected auditor with The Commission. Elizabeth made a motion to approve the auditor selection. John seconded the motion. Motion approved.

1. **New Business**

John provided a recap of the bollard process. Currently we are in phase two with Site Design for dimensions of new bollards that CDOT will approve. Elizabeth made a motion to move forward with phase two of the bollard project not to exceed $4,999. Elliot seconded the motion. Motion approved.

Denise provided an update on the status between The Association’s contract with Springboard and the back and forth between legal teams. The 30-day cancellation notice has been given to MRI/Springboard by the Association’s legal team.

1. **Upcoming Meetings**
	* **Suggested dates and times**
		1. **Wednesday, February 14, 2023, 1:00pm -2:30pm**

Confirmed meeting time.

1. **Adjourn**

Elizabeth made a motion to adjourn the meeting at 3:46 PM, John seconded the motion. Motion approved.