

FEDERAL STREET PLAZA COMMITTEE AGENDA

AGENDA

FEDERAL STREET PLAZA AD HOC COMMITTEE MEETING

SEPTEMBER 25, 2024, 5:30 p.m.
CITY HALL - 313 COURT STREET

VIA ZOOM

<https://us06web.zoom.us/j/84700681779?pwd=wzPFo5IoCT9vRgZGcYfui0UAU2Sub5.1>

Meeting ID: 847 0068 1779

Passcode: 165113

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES
 - A. Approval of September 11, 2024 Minutes
 - B. Approval of September 25, 2024 Minutes
5. PUBLIC COMMENT - During this portion of the meeting, anyone may speak on any subject that does not later appear on the agenda. Three minutes per person will be allowed.
6. DISCUSSION ITEMS
 - A. Update on Walker-Macy Scope
 - B. Passive & Active Design Elements for the Federal Street Plaza, Cost of Bump-Outs
7. ADJOURNMENT

This meeting conducted Via ZOOM

Prepared by/
Amie Ell, City Clerk

Federal Street Plaza AD HOC Committee Minutes
City Hall - 313 Court Street
September 11th, 2024 / 5:30

Attending:

Benjamin Wring, Bets Stelzer, Dan Richardson, Kristen Lillvik, Steve Light, Richard Mays, Matthew Klebes

Establishment of Committee Positions

Committee positions were discussed. Dan moved that Rich Mays be elected Committee Chair and Bets Stelzer Secretary. Seconded by Kristen Lillvik and unanimously carried.

Discussion

Intention, utility, and community needs of the plaza were discussed, and draft design concepts were produced by individual committee members and presented. Need for community involvement and participation from minority communities acknowledged. Grants and potential funding from the city was discussed. Matthew presented options for right of way status for plaza location and how to create the parcel.

Consultant Selection

Matthew Klebes presented two options for consultants for the Federal Street Plaza. Cameron Mccarthy, and Walker Macy. Questions were discussed and the consultants interviewed and their previous projects researched. The merits of each were discussed and Rich proposed the selection of Walker Macy for the project. There was unanimous consent and Matthew agreed to approach them for quotes and timelines.

Closing

Next meeting was scheduled for 09/25/24 at 5:30. Meeting was adjourned by the Chair at 7:40pm.

Submitted by/
Committee Secretary, Bets Stelzer

SIGNED:

Richard Mays, Chair

Bets Seltzer, Committee Secretary

Federal Street Plaza AD HOC Committee Minutes
City Hall - 313 Court Street
September 25th, 2024 / 5:30

Attending:

Benjamin Wring, Bets Stelzer, Dan Richardson, Kristen Lillvik, Marcus Swift, Steve Light, Richard Mays, Matthew Klebes

Opening and Approval of Agenda

Meeting was called to order and a roll call was taken. Ben made a motion to approve the day's agenda, seconded by Marcus and unanimously carried. Matthew presented information related to Resolve Architecture who are to be interviewed by the committee at 5:45. Questions for firm and merits of firms already interviewed were discussed.

Consultant Selection

Dan makes a motion to enter into a contract with Walker Macy. Seconded by Steve and carried 7-0. Matthew presented a draft proposal that has been provided by Walker Macy, and the committee members read, made notes, and requested adjustments. Virtual and in person needs from Walker Macy for each stage of the project was agreed on.

Discussion

Timeline when it comes to looping in community and non-profits were discussed. Budgets and council approval discussed.

Public Comment

Claire Graper: The advantage of more of a personal touch by committee members when it comes to reaching out to the community and gratitude for the openness of the meetings was expressed.

Closing

Next meeting was scheduled for 10/09/24 at 5:30. Meeting was adjourned by the Chair at 7:40pm.

Submitted by/
Committee Secretary, Bets Stelzer

SIGNED:

Richard Mays, Chair

Bets Seltzer, Committee Secretary