

## **Federal Street Plaza Ad Hoc Committee Minutes**

**City Hall – 313 Court Street**

**June 25<sup>th</sup>, 2025 / 5:30PM**

**Attending:** Matthew Klebes, Kristen Lillvik, Richard Mays, Dan Richardson, Benjamin Wring

**Absent:** Bets Stelzer, Marcus Swift

### **Opening and Approval of Agenda/Minutes**

Meeting was called to order at 5:32PM. Attendance was taken by Kristen Lillvik standing in for Bets Stelzer as Secretary in her absence. Matthew Klebes noted Joshua Chandler, Community Development Director, was in attendance as a guest for this meeting to provide context in later discussion. Benjamin Wring moved to approve the meeting minutes from April, seconded by Dan Richardson. None opposed.

### **Presentation**

Mayor Mays introduced Mike Zilis and Reif Larsen from Walker Macy to present their proposal for the next phase of work on Federal Street Plaza including the team they intend to bring into the project and tentative schedule. Zilis advised Walker Macy will edit their proposal to streamline the meetings onsite during the construction phase at City Manager Klebes' request. Zilis also noted the calculated risk in concurrent permitting and bidding phases.

### **Presentation Discussion**

The group discussed benefits to staff engagement if the First Street project can be delayed for work to occur concurrently with the Federal Street Plaza project. Zilis cautioned it might not be a benefit to use the same contractor for both projects.

Mayor Mays asked Zilis to estimate the weight of the work on the transportation building in reference to the entirety of the budget. Zilis estimated this work could be up to 10% of the budget for the project, also noting the Walker Macy team has not seen the interior of the building at this point.

Richardson asked about the planting plan & lack of species, numbers, cost for trees and vegetation. Zilis noted this will be in forthcoming construction documents.

Richardson asked about a maintenance plan for the fountain. Zilis advised an operational manual will be provided. Klebes shared the City of The Dalles maintains the fountain in the Lewis and Clark Park, noting the difference of public interaction in the Federal Street Plaza fountain.

Wring asked if any milestones in the project carry risk. Zilis voice a need to understand the materials before construction and the bidding climate with tariffs as the most potentially troublesome details. The geotechnical capability of the site was also discussed.

### **City Manager Updates**

City Manager Klebes advised the committee of the City Council's acceptance of the Federal Street Plaza project, moving it forward and budgeting for a fiscal year starting July 1<sup>st</sup>. There is hope among numerous stakeholders to catch up with the First Street project being pushed forward by the Urban Renewal Development District. The aim of tonight's meeting is to have the contract award for Federal Street Plaza in front of City Council at the July 14<sup>th</sup> meeting. This proposal and contract have been reviewed by The Dalles City staff, the Public Works Director, Community Development Director, and Klebes is requesting committee input.

Klebes noted the permits required, Historic Landmark Commission engagement, Craig's Building owners' development plans, addition of sewer catch basin and a storm line, confirming we could expect to work with the same team from Walker Macy with additional support.

As contract details will need to be submitted by July 2<sup>nd</sup> to be on the agenda for the July City Council meeting, Klebes requested committee input on scope of work, timeline, and direction to work with Walker Macy to finalize details in the most cost-effective way possible. He also noted the difference of a sole procurement process here as a consideration.

### **Discussion**

The group asked for progress details on the Tony's Fermentation Hub project. Chandler advised conversation is ongoing after losing the Main Street grant the developers had intended to use for funding the project. Richardson asked if we needed to engage the Tony's site and Craig Building stakeholders in a more meaningful way. Chandler believed the current design should accommodate anything that goes into the Tony's lot.

Klebes advised we did not receive the Travel Oregon grant. The presentation for the Oregon Parks and Recreation grant is scheduled in Salem for July 30<sup>th</sup> to put our best foot forward.

Richardson asked City staff if they find the cost to be reasonable with this contract. Klebes shared the general rule of thumb being 15% of final cost but also noted with the heavy level of engagement from Walker Macy the cost does not seem outside the norm. Mays wondered if the amount might draw more scrutiny from the City Council as we are not bidding out the contract. Zilis stated Walker Macy will be able to reduce the amount based on the direction received from Klebes; work will begin on this tomorrow.

The group discussed scope of work on the Transportation Building and the timeline on the First Street project. Chandler advised a 4-to-5-month gap would be anticipated and could also be beneficial to help mitigate cost for temporary measures in both projects.

The group discussed art installation in the plaza, revisiting and expressing interest in the previously viewed wave metal kinetic artwork. Klebes noted artwork and its installation is not included in the scope of work for Walker Macy. He plans to speak with The Dalles Art Center about collaboration on this facet of the plaza.

### **Motion to Present to Council**

Dan Richardson made a motion to approve the Walker Macy scope of work contingent on final negotiations between Walker Macy and City staff to recommend the professional services agreement to City Council for final approval. Benjamin Wring seconded. None opposed.

### **Public Comment**

Chair opened to public comment.

### **Closing**


Meeting was adjourned by the Chair.

Walker Macy contract recommendation to be made to City Council at their meeting on July 14<sup>th</sup>.

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Minutes submitted by committee member Kristen Lillvik

SIGNED:

  
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Mayor Richard Mays, Chair