



CITY OF
SUMNER
WASHINGTON

**AMERICAN RESCUE PLAN ACT
COMMITTEE MEETING AGENDA
CITY HALL – 1104 MAPLE STREET
JULY 19, 2022 6:00 PM**

Members - (Chair) Reed, Hochstatter, Neuman (Alt) Bitetto

Staff - City Administrator Jason Wilson

The city is conducting this public meeting using a hybrid model. The public is welcome to attend tonight's meeting in-person at City Hall (First Floor Conference Room), or virtually by using the meeting access link below:

<https://sumnerwa-gov.zoom.us/j/81557658881>

Or One tap mobile: 12532158782,,81557658881# or +16699006833,,81557658881#

Or Telephone: +1 253 215 8782 or +1 669 900 6833 or +1 346 248 7799 or +1 312 626 6799 or +1 929 205 6099 or +1 301 715 8592

Webinar ID: 815 5765 8881

COMMITTEE BUSINESS

1. Retention Incentive for Police Guild Personnel
2. Business Grant Award Recommendations

REPORTS

ADJOURNMENT



AMERICAN RESCUE PLAN ACT COMMITTEE
MEETING

DATE: July 19, 2022
AGENDA BILL: 22-2440

SUBJECT: Retention Incentive for Police Guild Personnel

CATEGORY: Ordinance

BUDGET IMPACT:

Expenditure Required: \$39,000

Within Budget Allocation: N/A

ATTACHMENTS:

STAFF CONTACT: Jason Wilson, City Administrator, Jeff Steffens, Administrative Services Director

SUMMARY BACKGROUND:

At last month's ARPA committee meeting, staff discussed the idea of using a portion of remaining ARPA funds to supplement a retention bonus for police guild personnel. The proposed retention incentive is \$3000 for all police guild personnel. Recruitment and retention of all police positions is extremely competitive, with many cities (including Sumner) offering hiring incentives.

Additionally, our police guild personnel received less than CPI this year and are anticipated to receive less than CPI next year.

Staff is recommending that the committee allocate \$39,000 of ARPA funds to match the general fund contribution.

Policy alternatives include: 1) Using general fund allocations for the full retention amount (\$78,000); 2) Reduce the retention incentive amount to \$1500 which eliminates the need for ARPA funds; 3) Use ARPA funds for 100% of the retention incentive for guild personnel (\$78,000); 4) Pay no retention incentive.

COUNCIL COMMITTEE/STUDY SESSION:

MEETING/STUDY SESSION DATE:

COMMITTEE RECOMMENDATION:

STAFF RECOMMENDATIONS/MOTION:

SUBJECT: Business Grant Award Recommendations**CATEGORY:** Motion

BUDGET IMPACT:

Expenditure Required: None

Within Budget Allocation: N/A

ATTACHMENTS:

1. 20220713_ARPA_Biz_Grant_Rec_Exhibits

STAFF CONTACT: Ryan Windish, Community Development Director

SUMMARY BACKGROUND:

On March 28, 2022, the City Council gave direction for staff to move forward on a plan to offer “business grants” utilizing ARPA funds. The intent of the grants was to provide economic stimulus, support, and business development and resiliency. This “one time” money was to be leveraged to provide a start to businesses and other economic development activities that are needed and have the potential to grow and prosper in the years ahead. One of the goals of the ARPA funding is to create greater opportunities for marginalized and disadvantaged communities and segments of the population such as BIPOC, women owned, and veteran owned businesses. To that end, the proposals include a preference for these types of businesses.

The city received a total of 13 applications broken down as follows:

- Business Grants: 6
- Restaurant Grants: 4 (including 2 wine bars)
- Commissary Kitchen Grants: 3

A review committee made up of local business and economic development specialists scored the applications and have prepared recommendations for awards for the ARPA Committee.

Grant awards are summarized below:

Business Grants:

- Ashley's Room Consignment (retail)--\$20,000
- My Big Sister's Shoes (retail)--\$20,000
- Emmanuela Acupuncture (personal/health services)--\$5,000 after completing the Pierce County Accelerator Program

Restaurant Grants:

- Oxbow Kitchen--\$60,000
- Sumner Taphouse--\$60,000
- Valley Social Winebar--\$20,000 (leftover Business Grant funds)

Commissary Kitchen Grant

- South Sound Commissary Kitchen--\$100,000

See attached memo for details on the process, scoring and explanations.

COMMITTEE RECOMMENDATION:

STAFF RECOMMENDATIONS/MOTION:

Move to award Business Grants as recommended by the application Review Committee.

DATE: July 6, 2022
TO: Council ARPA Committee
CC: Jason Wilson, City Administrator
FROM: Ryan Windish, Community Development Director
RE: **Business Development Grant Award Recommendations**

Background

On March 28, 2022, the City Council gave direction for staff to move forward on a plan to offer “business grants” utilizing ARPA funds. The intent of the grants was to provide economic stimulus, support, and business development and resiliency. This “one time” money was to be leveraged to provide a start to businesses and other economic development activities that are needed and have the potential to grow and prosper in the years ahead. One of the goals of the ARPA funding is to create greater opportunities for marginalized and disadvantaged communities and segments of the population such as BIPOC, women owned, and veteran owned businesses. To that end, the proposals include a preference for these types of businesses.

The grants were broken into 3 categories summarized below:

Summary of Grant Types and Amounts

<i>Type</i>	<i>Comments</i>	<i>Grant Amount/Number</i>	<i>Total</i>
Commissary Kitchen Development	Intended to go to an operator or a building owner who would house the operations.	\$100,000 x 1	\$100,000
Downtown Tenant Improvement Grants	Intended for retail or professional and personal service businesses to fill spaces in downtown.	\$20,000 ea. x 5	\$100,000
Downtown Restaurant Grants	Purpose is to provide assistance in opening a restaurant in downtown Sumner.	\$60,000 ea. x 2	\$120,000
Totals		8	\$320,000

Application Process

The window for submitting grant applications opened in April and were due by June 1, 2022. Notice of the grant applications was advertised through the City’s Sumner weekly e-news, City

website, Sumner Main Street Association, the Puyallup/Sumner Chamber of Commerce and direct emails to persons that had expressed an interest in receiving information. Finally, the Washington State Food Truck Association was also contacted.

A Sumner Connects webpage was set up with the applications available for submittal electronically along with uploading various attachments.

Applications

The city received a total of 13 applications broken down as follows:

- Business Grants: 6
- Restaurant Grants: 4 (including 2 wine bars)
- Commissary Kitchen Grants: 3

Copies of the applications are attached in Exhibit A.

Scoring and Recommendations:

The applications were scored based on the following criteria that totaled 100 points:

1. Are they filling a vacant space or a start-up or new business that has been operating for less than 24 months?
2. Has the business operated for more than 24 months or more, relocating within Sumner or Sumner business expansion?
3. Have they secured a location or already in a Sumner location?
4. Is the business going to be located in the Historic Downtown?
5. Is the business minority, women, or veteran owned?
6. Did they graduate from the Pierce County Accelerator Program? (particularly if they are a start-up or new business operator)
7. What is their demonstrated business knowledge and experience?
8. What is their Business Plan and business financials?
9. Do they have strong, or any, banking relationships? Creditworthy?
10. What kind of business partnerships or customer support is there for this business?

Review Committee

The applications were scored by a team of economic development specialists including representatives from the Puyallup/Sumner Chamber of Commerce, Tacoma-Pierce County Economic Development Board (EDB), City of Puyallup, and the Sumner Main Street Association. The Review Committee met and discussed the applications and their scores are summarized below.

BUSINESS GRANTS

APPLICANT	Ryan	Tara	Maddie	Meredith	Matt	Average	Comments
ASHLEY'S ROOM CONSIGNMENT	85	78	85	85	76	81.8	Existing business operator and opening new store in Sumner- \$20,000
EMMANUELA ACUPUNCTURE	55	50	52	45	51	50.6	Could benefit from the Pierce County Accelerator program, accepted to and graduated from then we give \$5,000 they made only \$10K in 2021
FIVE12 CLOTHING	45	50	59	50	59	52.6	Do not meet intent. Demonstrated need?
MY BIG SISTER'S SHOES	87	90	84	85	75	84.2	Established business in Sumner and new location. \$20,000
SALON SIX FOUR	40	55	47	45	54	48.2	No business partnerships, no financials—P&L looked incomplete.
ZIEGELE DENISTRY	65	65	62	65	70	65.4	Needs based? This doesn't meet intent of bringing something new to the community or filling empty space.

Business Grants Recommendation

The Review Committee recommends that business grants in the amount of \$20,000 be awarded to both Ashley's Room Consignment and My Big Sister's Shoes. Ashley's Room is an existing business in downtown Puyallup and has been in business for several years. They are moving to an empty downtown location in Sumner. My Big Sister's Shoes is a business that has moved around in the Historic Downtown and recently moved to a new location. Both businesses are women owned.

The Review Committee also recommends considering the Emmanuela Acupuncture as a recipient of \$5,000 grant if they successfully complete the Pierce County Accelerator Program. This business has an existing location and is minority women owned.

RESTAURANT GRANTS

APPLICANT	Ryan	Tara	Maddie	Meredith	Matt		Comments
AMICI E VINO WINEBAR	55	55	42	45	64	52.2	No banking relationships and credit. No business plan, etc. Need to complete Pierce County Accelerator Program. Could they receive a portion of the biz grants?
OXBOW KITCHEN	85	95	92	85	85	88.4	New restaurant in new building. Existing restaurant operator with successful track record. Be good to get P&L form existing restaurant (Toscano's) \$60,000
SUMNER TAPHOUSE	84	80	80	82	88	82.8	Be good to have more detail in projected yearly revenue in a business plan. New industry for owners with little experience with restaurants. Need experienced businesses in partnership. \$60,000
VALLEY SOCIAL WINEBAR	77	70	62	60	83	70.4	No info on banks or partnerships or letters of support/No formal management business experience. Can we consider moving leftover Business Grant money to Valley Social? \$20,000

Restaurant Grant Recommendation

The Review Committee recommends that the Restaurant Grants in the amount of \$60,000 be awarded to the Oxbow Kitchen and Sumner Taphouse as these two scored very high with the combination of experience and financials. These two projects would also fulfill the goal of having restaurants open for dinner and after 5:00 PM dining options.

The Review Committee also recommends considering using left over money from the Business Grant category and offering a \$20,000 grant to the Valley Social Wine Bar if they complete the Pierce County Accelerator Program.

COMMISARY KITCHEN GRANTS

APPLICANT	Ryan	Tara	Maddie	Meredith	Matt		Comments
BOSS MAMA'S KITCHEN	45	60	48	40	66	51.8	Food truck focused. Not enough experience operating a commissary kitchen. Business plan and no financials. Limited banking relationships. Many letters of support.
THE MARKET PLACE	55	85	67	60	63	66	This is a bigger vision than what we are actually trying to accomplish. Good presentation and application. Good business plan. Other sources of money for this project ARPA, fed, state? More options.
SOUTH SOUND	55	75	65	55	83	66.6	Need more financials regarding property development and costs. Good experience running this. Not minority, women or veteran owned \$100,000

Commissary Kitchen Recommendation

The Review Committee recommends that the Commissary Kitchen Grant of \$100,000 be awarded to the South Sound Commissary Kitchen because of their strong application, the fact they run a small commissary kitchen in Milton and have a food truck (The Frying Dutchman). They also had a very detailed plan for a commissary kitchen that would offer food truck storage, and food truck vendors locations for serving food. They have a very specific and complete plan for developing a commissary kitchen. When they applied they had a purchase and sale agreement for a commercial property on 64th Street in East Sumner, but this deal fell through. As of the time of review of the applications none of the applicants had secured a location in Sumner. Staff recommends waiting **6 months** to see if South Sound Commissary Kitchen can secure a location and re-evaluate the award at that time.

The Review Committee was impressed with The Market Place plans submitted by the Bonney Lake Food Bank, however, they felt that a Commissary Kitchen was only a small part of a greater plan and missed the mark for something that caters specifically to the food truck community.

Boss Mama's Kitchen, while a very successful entrepreneur and food truck operator, did not have the same level of experience running a commissary kitchen and also did not have a location in Sumner secured.

ARPA Committee Recommendation

The Review Committee has provided a recommendation and now it is up to the ARPA Committee to decide:

1. To affirm the recommendation as presented
2. Modify the recommendation; or

3. Not make a recommendation at this time.

Next Steps

If the ARPA Committee decides to award grants City staff will reach out to the recipients and coordinate entering into a grant agreement and award schedule and obligations under the grant.

Exhibit A: Business Grant-1 of 6

From: [Sumner Connects](#)
To: [Ryan Windish](#)
Subject: Anonymous User completed Business Grant Application
Date: Tuesday, May 17, 2022 5:08:05 PM

*****EXTERNAL EMAIL*****

Anonymous User just submitted the survey Business Grant Application with the responses below.

Business Name

Ashley's Room Consignment

Briefly describe your business

Ashley's Room is a woman's retail consignment shop! People bring in their gently used items and we sell them on consignment. We pride ourselves on being both economically and environmentally friendly. We have been operating in a brick and mortar shop in downtown Puyallup for the past 12 years and are now expanding by opening a second location in beautiful downtown Sumner! The space is currently being renovated and we are hoping to be open in July!

Where is the business going to be located in Sumner?

We are going to be right in the heart of the city! We are opening at 1011A Main Street (in the Mason Building).

Is your business veteran owned?

No

Is your business women owned?

Yes

Is our business minority owned?

No

Is this a start-up business?

No

Have you completed the Pierce County Accelerator Program?

No

Have you operated a business before?

Yes

How many years?

12

Where?

206 s. Meridian Puyallup, WA 98371

Number of Full-time Employees

2

Number of Part-time Employees

5

Name of Person Completing the form

Ashley Hearron

Title of Person Completing the form

Owner

Email address

ashleylynnnewalton@gmail.com

Phone number

253 223 2464

Mailing Address

5708 96th st e Puyallup, WA 98371

Company Prepared 2021 year-end Profit & Loss Statement (Income Statement)

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/1bb82199cf85cc6b6c48d717cd76726043c6e4d5/original/1652832318/180163ca437fb45c6f1b0226e5ea2e40_SCHEDULE_C.pdf?1652832318

W-9 Form

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/3eefd694fac68bddf925d8e7ac116b2530fd0462/original/1652832367/d8790c660d50017f2325ef413926d96f_W-9.pdf?1652832367

Bank Letter

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/ed241aa6fe73f4bec4e3c318350788789864433f/original/1652832394/6e4a13779b6677f18e0dee08c094b148_To_it_whom_it_may_concern_.pdf?1652832394

Letter of Intent from Building Owner/Landlord showing intent to lease the tenant space for the business.

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/9f80bf7cec9e08717adaaf7751ea45753ad9548e/original/1652826851/647782ee8757ded4e35b47c659aa70b3_Ashley's_Room_Signed_Lease.pdf?1652826851

Exhibit A: Business Grant-2 of 6

From: [Sumner Connects](#)
To: [Ryan Windish](#)
Subject: Anonymous User completed Business Grant Application
Date: Monday, May 16, 2022 1:39:34 PM

*****EXTERNAL EMAIL*****

Anonymous User just submitted the survey Business Grant Application with the responses below.

Business Name

Emmanuela Acupuncture and Herbs

Briefly describe your business

Emmanuela Acupuncture and Herbs is an acupuncture clinic practicing alternative medicine by a licensed and certified practitioner, Emma Hee-Jin Park. Acupuncture is a complementary medical technique which involves stimulating certain points on the body, most often with a fine, one-time use needle penetrating the skin. Acupuncture treats various health conditions from pain and other various health conditions. At Emmanuela Acupuncture and Herbs, we believe in serving our community by helping people obtain relief from spine pains, joint pains, improve sleep quality, increase mental alertness, alleviate allergy symptoms, and reduce day-to-day stress level. Depending on the person, we may recommend natural, drug-less herbs and/or supplements with zero side-effects, which alleviates many of the person's ailments from the inside out. We believe in treating the root cause by providing treatments that help the body to re-remember what it feels like to be healthy. Our strength lies in the fact that we have a well qualified, experienced, and licensed professional to serve the community and a passion for the communities' well-being. Our perceived weakness lies in the fact that we are just starting out and we may not have the required finance to sustain the kind of publicity and supplies required for the growth of the business. Upon a detailed cost analysis as a start-up acupuncture clinic, we would need: - \$10,000 for herbs and supplements - \$3,000 for marketing promotion expenses such as building a website, social media platforms, - \$5,000 for acupuncture equipment and supplies - \$1,000 for a diagnostic software - \$500 for miscellaneous inventory costs. We believe in generating long-term and personalized relationships with our patients. In order for us to achieve that, we will ensure we offer top notch acupuncture and wellness services. We know that if we are consistent with offering high quality services and herbs/supplements, and excellent customer service, we will increase our customers. Our goal is build a business that will survive off its own cash flow without the need for injecting from external sources. Emmanuela Acupuncture and Herbs, LLC will ensure the right foundation, business structures and processes are put in place to serve our Sumner community.

Where is the business going to be located in Sumner?

15324 Main St E, Suite B, Sumner WA 98390 (Operating in Chiropractice Healthcare Center)

Is your business veteran owned?

No

Is your business women owned?

Yes

Is our business minority owned?

Yes

Is this a start-up business?

Yes

Have you completed the Pierce County Accelerator Program?

No

Have you operated a business before?

No

Name of Person Completing the form

Emma Hee-Jin Park

Title of Person Completing the form

Owner

Email address

emmapark.acu@gmail.com

Phone number

2069289393

Mailing Address

15324 Main St E, Suite B, Sumner WA 98390

Company Prepared 2021 year-end Profit & Loss Statement (Income Statement)

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/412df48f0127c1a877e460554f25cd841f1229c7/original/1652733018/c7c42023676280a09c15d2ae3006d6b5_Profit_and_Loss_Statement_2021_-_Sheet1.pdf?1652733018

W-9 Form

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/c094f33cb417756aba4fa08117ad78b0f4157855/original/1652733325/053377f5bba31331c6461c787b666be52_w951622.pdf?1652733325

Letter of Intent from Building Owner/Landlord showing intent to lease the tenant space for the business.

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/4763cfab9259b37c5831dd9d4af190bac470fa0b/original/1652733517/1d28da103fe47e5a0fe2347268ac6740_Page_1.pdf?1652733517

Exhibit A: Business Grant-3 of 6

From: [Sumner Connects](#)
To: [Ryan Windish](#)
Subject: Anonymous User completed Business Grant Application
Date: Tuesday, May 17, 2022 3:25:55 PM

*****EXTERNAL EMAIL*****

Anonymous User just submitted the survey Business Grant Application with the responses below.

Business Name

Five12

Briefly describe your business

We at Five12 are a local sustainable outdoor brand. We design and develop all our recycled gear in Sumner. We use all post consumer recycled materials such as plastic bottles, gathered stray fishing nets polluting our oceans, and used and broken windshields. We are now developing new textiles and packaging from biodegradable and Bio (natural) materials.

Where is the business going to be located in Sumner?

909 Main St suite 1

Is your business veteran owned?

No

Is your business women owned?

Yes

Is our business minority owned?

No

Is this a start-up business?

No

Have you completed the Pierce County Accelerator Program?

No

Have you operated a business before?

No

Name of Person Completing the form

Jeff Bradbury

Title of Person Completing the form

Co Founder

Email address

jbradbury@five12apparel.com

Phone number

253-232-2447

Mailing Address

909 Main St suite 1 Sumner wa 98390

Company Prepared 2021 year-end Profit & Loss Statement (Income Statement)

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/ff8d2c2654b7d0b2ce95bcaa2df78f8eddc44e4c/original/1652825960/e2ea48a7e8e5ba67ab9c026221cc58ef_PCSBRL_Year-End_2021_Profit_and_Loss_Statement_COMPLETE.xlsx?1652825960

W-9 Form

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/c698a951b197cd243facfd552e9a25877f1a0f3c/original/1652825983/c7f255fd7f7232a2771381c98a7fd568_W9_FIVE12.png?1652825983

Letter of Intent from Building Owner/Landlord showing intent to lease the tenant space for the business.

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/dfd2312ad0992845820aa9a6fe89b8565d3fe803/original/1652825994/927d3a9bbd407a184bf25764c213a212_Lease_agreement.pdf?1652825994

Exhibit A: Business Grant-4 of 6

From: [Sumner Connects](#)
To: [Ryan Windish](#)
Subject: Anonymous User completed Business Grant Application
Date: Wednesday, June 1, 2022 5:25:31 PM

EXTERNAL EMAIL

Anonymous User just submitted the survey Business Grant Application with the responses below.

Business Name

My big sisters shoes llc

Briefly describe your business

Small ladies boutique

Where is the business going to be located in Sumner?

921 Kincaid is our new location

Is your business veteran owned?

No

Is your business women owned?

Yes

Is our business minority owned?

Yes

Is this a start-up business?

No

Have you completed the Pierce County Accelerator Program?

Yes

• If Yes, when did you graduate? Date?

11/11/2021

Have you operated a business before?

Yes

How many years?

3

Where?

922 Kincaid and 1113 main st in sumner

Number of Full-time Employees

1

Number of Part-time Employees

2

Name of Person Completing the form

Kristina Pearson

Title of Person Completing the form

Owner

Email address

info@mybigsisstersshoes.com

Phone number

3609909352

Mailing Address

921 Kincaid Ave sumner wa 98390

Company Prepared 2021 year-end Profit & Loss Statement (Income Statement)

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/1139e78916007775f6374123df2ee456cef89de2/original/1654129490/f1bcf002f61721da8657d5dca4721cc7_My_Big_Sisters_Shoes_LLC.pdf?1654129490

W-9 Form

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/fe1b70b8a3a99a6a30b33df31c7b25aeb271c796/original/1654129499/3e9f56894c32225336bc1a023069852b_W-9_2.pdf?1654129499

Bank Letter

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/e9fa4af716a95bf7f7a6c229e83c2fca7829aab7/original/1654129508/51015e68f7d81b2b3b78da177a14707a_Biz_bank_letter.pdf?1654129508

Letter of Intent from Building Owner/Landlord showing intent to lease the tenant space for the business.

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/2fe8541c4acc64e4fe896dca25890d84eaa92b85/original/1654129518/598bcae63a6dbcf72905bef42cbfd8e8_Lease_document.pdf?1654129518

Exhibit A: Business Grant-5 of 6

From: [Sumner Connects](#)
To: [Ryan Windish](#)
Subject: Anonymous User completed Business Grant Application
Date: Wednesday, June 1, 2022 11:41:48 AM

*****EXTERNAL EMAIL*****

Anonymous User just submitted the survey Business Grant Application with the responses below.

Business Name

Salon Six Four

Briefly describe your business

We are a minority women owned hair salon offering skin, hair and lash services.

Where is the business going to be located in Sumner?

16401 64th St E Sumner WA 98390

Is your business veteran owned?

No

Is your business women owned?

Yes

Is our business minority owned?

Yes

Is this a start-up business?

No

Have you completed the Pierce County Accelerator Program?

Yes

• If Yes, when did you graduate? Date?

06/01/2022

Have you operated a business before?

No

Name of Person Completing the form

Whitney Bort

Title of Person Completing the form

Owner

Email address

wbort13@yahoo.com

Phone number

4257866877

Mailing Address

16401 64th St E Sumner WA 98390

Company Prepared 2021 year-end Profit & Loss Statement (Income Statement)

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/c9d5b26b2d4566422db70a0a54779e79ecd24aab/original/1654108351/e0bc8177b5241d14b36dbbae1d7c6a21_ProfitandLossDetail1.pdf?1654108351

W-9 Form

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/94c26ac6a2af22a1a6340bbf75f2f9e73971bb99/original/1654108535/93233e5a8518a58b886e2d31273ac846_w9.pdf?1654108535

Letter of Intent from Building Owner/Landlord showing intent to lease the tenant space for the business.

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/3469e3a20707fb0f8fc84bc4c6f3b89bc53e8103/original/1654108876/00b24154cb5cbb54ce593f98bd7aa92b_To_whom_it_may_concern.pdf?1654108876

Exhibit A: Business Grant-6 of 6

From: [Sumner Connects](#)
To: [Ryan Windish](#)
Subject: Anonymous User completed Business Grant Application
Date: Thursday, May 5, 2022 1:52:22 PM

*****EXTERNAL EMAIL*****

Anonymous User just submitted the survey Business Grant Application with the responses below.

Business Name

Ziegele Smile Studio

Briefly describe your business

Dentistry

Where is the business going to be located in Sumner?

15324 Main Street E Suite A

Is your business veteran owned?

No

Is your business women owned?

Yes

Is our business minority owned?

No

Is this a start-up business?

No

Have you completed the Pierce County Accelerator Program?

No

Have you operated a business before?

Yes

How many years?

24

Where?

15324 Main Street E Suite A Sumner, WA 98390

Number of Full-time Employees

6

Number of Part-time Employees

0

Name of Person Completing the form

April L Ziegele

Title of Person Completing the form

Dr

Email address

aprilziegele@gmail.com

Phone number

2538637500

Mailing Address

15324 Main St, Suite A Sumner WA 98390

Company Prepared 2021 year-end Profit & Loss Statement (Income Statement)

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/5369f9a507920bc9b3aa570f13f0c658f879fcac/original/1651783385/ab41709a1846e59984b380bcfc34d563_Joy_Management_Inc_-_Income_Statement_Profit_and_Loss.pdf?1651783385

W-9 Form

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/fe1b70b8a3a99a6a30b33df31c7b25aeb271c796/original/1651783885/d6c93fc4a13af76edc534008fa03cf46_W-9_2.pdf?1651783885

Letter of Intent from Building Owner/Landlord showing intent to lease the tenant space for the business.

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/aabee0cae61125b30ede4f96c6a82b66aa8cad90/original/1651783695/e71e7d6a3f094153576e173f842c45a0_Scanned_Documents_1.jpg?1651783695

Exhibit A: Restaurant Grant-1 of 4

From: [Sumner Connects](#)
To: [Ryan Windish](#)
Subject: Anonymous User completed Restaurant Grant Application
Date: Tuesday, May 31, 2022 2:35:46 PM

EXTERNAL EMAIL

Anonymous User just submitted the survey Restaurant Grant Application with the responses below.

Business Name

Amici e Vino LLC

Briefly describe your business

Wine bar with food.

Where is the business going to be located in Sumner?

908 Ryan Avenue

Is your business veteran owned?

No

Is your business women owned?

Yes

Is our business minority owned?

No

Is this a start-up business?

Yes

Have you completed the Pierce County Accelerator Program?

No

Have you operated a business before?

No

Name of Person Completing the form

Billie Jo Bakke

Title of Person Completing the form

Owner/CEO

Email address

bjbakke@comcast.net

Phone number

253-261-1916

Mailing Address

16903 43rd St Ct E Lake Tapps, WA 98391

Company Prepared 2021 year-end Profit & Loss Statement (Income Statement)

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/72e75baf7acb2f72452a9c128bc9ff4014a02d6f/original/1654032637/7a80340f6b3cf28c1aabfd1d3ddefe7_Grant_Amici_e_Vino_LLC.docx?1654032637

W-9 Form

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/72e75baf7acb2f72452a9c128bc9ff4014a02d6f/original/1654032768/0ded8779c3712678497a1b7078730b73_Grant_Amici_e_Vino_LLC.docx?1654032768

Bank Letter

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/72e75baf7acb2f72452a9c128bc9ff4014a02d6f/original/1654032775/f9f8fca251404f22c406f35254df811a_Grant_Amici_e_Vino_LLC.docx?1654032775

Letter of Intent from Building Owner/Landlord showing intent to lease the tenant space for the business.

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/72e75baf7acb2f72452a9c128bc9ff4014a02d6f/original/1654032783/a2fdc085ae4d2420f9d3dfe666cb06fd_Grant_Amici_e_Vino_LLC.docx?1654032783

Exhibit A: Restaurant Grant-2 of 4

From: [Sumner Connects](#)
To: [Ryan Windish](#)
Subject: Anonymous User completed Restaurant Grant Application
Date: Wednesday, June 1, 2022 3:45:39 PM

EXTERNAL EMAIL

Anonymous User just submitted the survey Restaurant Grant Application with the responses below.

Business Name

Oxbow Urban Kitchen LLC

Briefly describe your business

Modern comfort full service indoor, outdoor restaurant and event center, featuring an open air demonstration kitchen which includes a world class pizza oven. A center focused bar with beer, wine and craft cocktails. The second floor event center will accommodate private dining and groups up to 100. An outdoor patio sits right on the river with awesome views of the Cannery Way Bridge and Mt Rainier. We are extremely excited to bring this new modern brick and glass venue to the City of Sumner!

Where is the business going to be located in Sumner?

1105 Pacific Ave Sumner, WA 98390

Is your business veteran owned?

No

Is your business women owned?

Yes

Is our business minority owned?

No

Is this a start-up business?

Yes

Have you completed the Pierce County Accelerator Program?

No

Have you operated a business before?

Yes

How many years?

18

Where?

We own and operate Toscanos Italian Grill at 437 29th St NE Puyallup, Washington 98372.

Number of Full-time Employees

9

Number of Part-time Employees

20

Name of Person Completing the form

Doug Walker

Title of Person Completing the form

Owner/Managing Member

Email address

Doug@Oxbowurbankitchen.com

Phone number

253-370-1690

Mailing Address

429 29th St NE Suite A Puyallup, WA 98372

Company Prepared 2021 year-end Profit & Loss Statement (Income Statement)

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/2e9fc1c50386d1d2c033442e98aabf4c1b380dea/original/1654123517/407ad1db5e19c6dfc8e5a20732faa0f9_Document_%282%29.docx?1654123517

W-9 Form

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/100564d5636eba63a99fa8838223feba57e61e82/original/1654111127/7eacd69ac3dc9efa91f4aa9e19b026a8_Oxbow_Urban_Kitchen_W-9.pdf?1654111127

Bank Letter

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/3c92892eb4f8d39892f02de31f65f6a4661ee202/original/1654111143/98b435a72a56de41307edc8f9ca90b56_Heritage_Bank_Letter.pdf?1654111143

Letter of Intent from Building Owner/Landlord showing intent to lease the tenant space for the business.

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/1c77e25da5e0e9bfe7f0e7ec315f051410fb4ecf/original/1654119045/702b5c9499f688212ec9f9d432ded068_Oxbow_UK_Letter_of_Intent.pdf?1654119045

Exhibit A: Restaurant Grant-3 of 4

From: [Sumner Connects](#)
To: [Ryan Windish](#)
Subject: Anonymous User completed Restaurant Grant Application
Date: Wednesday, June 1, 2022 8:16:37 AM

*****EXTERNAL EMAIL*****

Anonymous User just submitted the survey Restaurant Grant Application with the responses below.

Business Name

1012 Wood, LLC (landlord) with Sumner Taphouse & Restaurant (operator)

Briefly describe your business

A taphouse and restaurant located on the east end of downtown. Products to include food, beers on tap, grab & go items as well as merchandise. The vision is to create a gathering place for the community as well as a profitable business employing up to 16 staff.

Where is the business going to be located in Sumner?

1012 Wood Avenue, Sumner

Is your business veteran owned?

No

Is your business women owned?

No

Is our business minority owned?

No

Is this a start-up business?

Yes

Have you completed the Pierce County Accelerator Program?

No

Have you operated a business before?

Yes

How many years?

10

Where?

JMJ TEAM, 905 Main St. Ste. 200, Sumner, WA

Number of Full-time Employees

8

Number of Part-time Employees

2

Name of Person Completing the form

Joleen Jones

Title of Person Completing the form

Owner

Email address

joleen@jnjteam.com

Phone number

253-249-3643

Mailing Address

905 Main Street, Suite 200, Sumner, WA 98390

Company Prepared 2021 year-end Profit & Loss Statement (Income Statement)

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/c4596678a24d9bc237401a513834a4ecc69bc8cf/original/1654096366/056be02f44de087863e27ff2da843093_2022-06-01_Restaurant_Grant_Application.pdf?1654096366

W-9 Form

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/10754b47272fb03245789310e960380816a3a36d/original/1654096376/285934e78579810a278dd87883b4a706_W9-Form-1012_Wood_LLC.pdf?1654096376

Bank Letter

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/a0b9b53d3e00acb1580d3ce7e5c9d3f6784cbfd3/original/1654096383/f61507f44bd9e24545ad7f2138a7e92b_2022-05-26_Heritage_Bank_Letter.pdf?1654096383

Letter of Intent from Building Owner/Landlord showing intent to lease the tenant space for the business.

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/699ae6b263b886b9045caf37a5ec49a8b8085948/original/1654096392/9a4f4224a67cb550c0da33bb5b256ebf_2022-05-13_Letter_of_Intent_to_Lease.pdf?1654096392

Exhibit A: Restaurant Grant-4 of 4

From: [Sumner Connects](#)
To: [Ryan Windish](#)
Subject: Anonymous User completed Restaurant Grant Application
Date: Thursday, May 26, 2022 10:50:16 AM

EXTERNAL EMAIL

Anonymous User just submitted the survey Restaurant Grant Application with the responses below.

Business Name

Valley Social Wine Bar & Tasting Room

Briefly describe your business

CONCEPT Valley Social Wine Bar & Tasting Room is a neighborhood business in the downtown core of Sumner, Washington. Founded by Melinda Jobst and Shawn Harris, Valley Social will offer an intimate, contemporary gathering space with a menu of services including PNW and European wines by the tasting, glass or bottle, fresh sandwiches, small plates, charcuterie, and gourmet gelato by the scoop. We plan to take advantage of Sumner's vibrant downtown retail center and be a new draw for customers downtown beyond 5PM. Our unique focus on wine tasting, tapas and gelato complements the current selection offered by other establishments. Valley Social Wine Bar is a 21+ establishment, with take away sandwiches and gelato available to the public separated within the same space via a second entrance and an indoor walk-up service window. Management Team Valley Social Wine Bar & Tasting Room is a women owned business, founded, owned, and managed by Melinda Jobst and Shawn Harris. While we have not attended the Pierce County Accelerator program, our extensive hands-on work experience has provided a solid business background, well preparing us for this new venture. Melinda Jobst, Owner-As a Corporate Administrative Professional for the past 20+ years I have a vast knowledge of how a successful company is managed. Most of my time at REI was spent as an Outreach Specialist. Currently I am a Facilities Administrator, managing REI's multi-million-dollar materials budget for our Sumner Distribution Center. Working full time with our finance department and management teams, I bring expertise on budgeting, managing purchase orders and tracking expenses in a timely manner. This skill set will be an asset to owning and managing a wine bar. As an Outreach Specialist I had the pleasure of engaging REI employees and community members in many non-profit environmental projects that provide maintenance for hiking trails, and open land spaces. Along with the Outreach position I also created team building activities and in-house events for our five management teams involving over 500 employees and providing analytical data to the management teams. Skills used in this position- project management, leadership, customer service, managing large groups and strategic planning will serve me well as I move to business ownership. Our family lives in and loves Sumner! This is my community, my home. I can't wait to share Valley Social with my Valley family. Shawn Harris, Owner- As a career professional in the nonprofit development field, being donor and community-centric while earnestly working to cause good in communities has been central to my work. I have built a well-respected reputation over the past 20+ years as an expert in philanthropic and non-profit management in the Seattle/Tacoma region. With expertise in corporate relations, organizational strategy, fundraising and event management I have successfully managed philanthropic budgets of \$5M and lead multiple professional teams. Mastering event production has provided a hands-on education in project management, teamwork, leadership, customer service, logistics, budgeting, contract negotiation, and managing chaos, usually on a limited expense budget. Over the last two decades, I have been financially responsible for not only producing successful events on budget, but also generating revenue to benefit community organizations. Most recently, from 2016-2020, I managed event, corporate and community fundraising for five local foundations as an Executive Director for the Foundations of MultiCare in Tacoma. A portion of my career was spent as a self-employed development consultant providing full-time professional consulting on fundraising strategy, event structure and production for local nonprofits. My clients include Leukemia Lymphoma of Seattle and Northwest Kidney Centers. After graduating with a BA in Communication from UW, I served two years in the Snoqualmie Winery, (Stimpson Lane) tasting room in North Bend. Here I gained the principles of tasting, serving and basic wine knowledge. Early in my professional life, I held several serving and customer facing positions from fine dining to retail, gaining valuable experience in customer service and guest experience. During COVID, I have taken stock of my personal and professional aspirations and made changes. I am happily making the pivot to self-employment once again and thrilled to be opening a wine bar in Sumner. As former residents of downtown Sumner, now residents of Bonney Lake, my family and I consider this area home. Industry Analysis Our anecdotal research confirms a favorable sense that Sumner would benefit from an upscale, downtown location focused on wine service and social gathering. Valley Social fills this gap. In the next year+ the City of Sumner is poised for substantial growth. Three new apartment complexes are planned in the downtown core. One aspect of our target market is the young professionals moving into the area. The Sumner shopping district where Valley Social is located, known for antiques and inspired retail, continues to be vibrant and strong, a positive reputation we plan to build on with our addition. A couple neighboring restaurants, offering breakfast and lunch, close by midafternoon. Valley Social will fill the gap between lunch & dinner service offering tapas, beverages, and gelato. In addition, a handful of restaurants in the downtown core currently offer dinner service to complement our social hour and lighter fare. Valley Social will be versatile: guests can join us for a mix of tapas and menu options for dining, or for pre-dinner appetizers and wine while waiting for reservations at a neighboring restaurant; or guests can join us after dinner to relax with great glass of wine. By offering hours of operation beyond 5PM our goal is to retain and draw customers to the downtown core with a new evening option. Target Market Valley Social's strategy is to integrate into the strong downtown shopping district and attract the growing population moving to the area. Our target customer market is the local business community, residents of the downtown core as well as the residents the broader communities of Bonney Lake & Lake Tapps. Our typical customer makeup will consist of residents from Sumner and surrounding communities, young professionals, wine enthusiasts and novice wine explorers. Our goal is to create a welcoming, comfortable atmosphere where our guests can explore wines from the PNW and around the world and develop an understanding of their tasting preferences. We will build a loyal customer base through customer engagement designed around the individual guest. Our strategic niche is offering a gathering space focused on enjoying wine in an upscale, urban atmosphere as well as offering unique tapas and gourmet Italian gelato. In addition to wine, Valley Social will feature a small selection of beer, hard cider, and alcohol-free beverages. Our vision for Valley Social is to become the hot spot for weekday Sumner Social Hour (happy hour), pre and post dinner lounging, special occasions, concerts in the park, and respite for shoppers and visitors to Sumner. Market Positioning Our marketing strategy will incorporate making use of our Main Street facing location to attract downtown core shopping traffic, networking through the Sumner Mainstreet Association and the City of Sumner, a user-friendly website, wine membership club, customer engagement outreach, and social media. Specific customer engagement will consist of Social Hour (happy hour), wine club memberships and guest email campaigns and social media outreach to promote upcoming specials and events. Status As of this grant submittal our application is under review by the City of Sumner, the Liquor Control Board (#433429-2G) as well as the Pierce County Health Department. Our lease in Sumner is a three-year term beginning May 2022. Our address is 909 Main Street. We greatly appreciate your consideration of our grant request. We look forward to being a valued partner in Sumner. Sincerely, Melinda and Shawn

Where is the business going to be located in Sumner?

909 Main Street, Ste 2, Sumner WA 98390

Is your business veteran owned?

No

Is your business women owned?

Yes

Is our business minority owned?

No

Is this a start-up business?

Yes

Have you completed the Pierce County Accelerator Program?

No

Have you operated a business before?

No

Name of Person Completing the form

Shawn Harris

Title of Person Completing the form

Co-Owner

Email address

jskharris@msn.com

Phone number

253-381-8979

Mailing Address

909 Main Street, Ste 2, Sumner WA 98390

Company Prepared 2021 year-end Profit & Loss Statement (Income Statement)

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/b9e29ac6d1db229cb41104188af57d4e10b87380/original/1653586817/5e8739b8cfa65db1a9f8b924849ea5f1_Financial_Analysis_VS.pdf?1653586817

W-9 Form

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/9f4dc36e6bd8b5e98dd8130db6f9baac85de1268/original/1653586829/c7eedb56f5a5bacf2f41537d184dbc5f_W9_signed.pdf?1653586829

Bank Letter

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/a14139eb7c306ed53d0fc94741217f455dd21dfb/original/1653586839/724eea3cb87c3ef55ff5209109ae7021_VS_nonBank_letter.pdf?1653586839

Letter of Intent from Building Owner/Landlord showing intent to lease the tenant space for the business.

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/a14139eb7c306ed53d0fc94741217f455dd21dfb/original/1653586853/cab9c8acab3c5c3800d1184f3b9fc7b4_ValleySocial_Lease_.pdf?1653586853

Exhibit A: Commissary Kitchen Grant-1 of 3

From: [Sumner Connects](#)
To: [Ryan Windish](#)
Subject: Anonymous User completed Commissary Kitchen Grant Application
Date: Friday, May 27, 2022 1:02:19 PM

EXTERNAL EMAIL

Anonymous User just submitted the survey Commissary Kitchen Grant Application with the responses below.

Business Name

Boss Mama's Kitchen

Briefly describe your business

Food Truck- Established 2016. We pride ourselves in a great customer experience. We use a local meat vendor in Sumner (Smithco) for our product. Our focus, everyday, is to deliver that old school burger experience, like the one we use to get when we were kids. My team and I focus on the people, process and product, and consider ourselves top notch. We feed anywhere from a small office of 20 people, to a staff of 400, and work with our clients to ensure we meet their menu needs. For public events, we love to work with the local community, tap rooms, etc. Everything fresh, everyday.

Where is the business going to be located in Sumner?

The goal is to be located in an industrial area. At this time, there are several opportunities for a facility. Location will depend on cost, availability, etc.

Is your business veteran owned?

No

Is your business women owned?

Yes

Is our business minority owned?

Yes

Is this a start-up business?

No

Have you completed the Pierce County Accelerator Program?

No

Have you operated a business before?

Yes

How many years?

6

Where?

Boss Mama's Kitchen currently calls The Gourmet Niche (Commissary Kitchen) home base. Address is 7104 6th Ave, Tacoma 98406

Number of Full-time Employees

2

Number of Part-time Employees

2

Name of Person Completing the form

Jen Gustin

Title of Person Completing the form

Owner/Operator

Email address

bossmamaskitchen@comcast.net

Phone number

2532228631

Mailing Address

7816 56th Ave Ct E - Puyallup, WA 98371

Cover letter explaining who they are and their approach and general plan and experience

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/b53f08cbf3315c1ecfebd819e4d655d9a52f911a/original/1653677454/daf61551afab1a10df3b04f6c1d69016_BMK_Cover_Letter.docx?1653677454

Business Plan

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/8241e9b3ae75224846668a0ff2311f99e616a3ae/original/1653677462/d849df27fea5f8671719f1317fba917_BMK_Business_Plan.docx?1653677462

Demonstrate knowledge and experience with operating and managing a food related business or other business showing success and growth over the last 2 years

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/d2119ca18d3944e203111c1208173fbee15a0a1/original/1653679612/323f47a88ecf7489eada98ee56f9e5d7_Knowledge_and_Experience_BMK.docx?1653679612

Other relevant information they think is important

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/90c89d2f020a28652d04f02fc6f57dd4d552cdf7/original/1653680093/ecfdea83ba8d94124ac69e6488bda14c_TPCHD_Kitchen_Requirements.pdf?1653680093

Resume/SOQ-including partners and executive level staff

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/21d66994e0c6f7c8f54cfbceel3c61cca9e6dc9f/original/1653679639/45e1cee5a0acad452b466b54e0ace9b5_Jen_Gustin-BMK-Resume.docx?1653679639

Business partners References

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/79624a53b7d703f93df0a15e8785acc8200da928/original/1653680003/5e2fce7c05f7a08d22d45e73201c6a605_Recommendation_Jen_Gustin-Kelly_Chambers.pdf?1653680003

Customer References

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/9d78858ca1dde15819fd24304f72879b7937c6c8/original/1653680026/7fcb0893184437f5854548e0d5916e7_Dave_Eller-Astound-Letter_of_Recommendation-Jen_Gustin.pdf?1653680026

Bank Letter showing credit worthiness

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/34b5537cc3a95c19bef768def3f0a6807414ca6d/original/1653681530/913f6c507a950c457741d7c7865d3d78_BMK_Credit_Worthiness.docx?1653681530

W-9 Form

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/03d40749d5d206a83ad36f15df2f5749147c0848/original/1653679870/84394038b00bc05fed1c676ded8fb80e_BMK_W9.pdf?1653679870

Letter of Intent from Building Owner/Landlord showing intent to lease the tenant space for the business.

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/408f237531d896823284f56644f427b67e6d2bb0/original/1653681685/0aedd00543ecf2cc341a85beb310431c_BMK_Lease_Info.docx?1653681685

Exhibit A: Commissary Kitchen Grant-2 of 3

From: [Sumner Connects](#)
To: [Ryan Windish](#)
Subject: Anonymous User completed Commissary Kitchen Grant Application
Date: Wednesday, June 1, 2022 6:43:46 PM

*****EXTERNAL EMAIL*****

Anonymous User just submitted the survey Commissary Kitchen Grant Application with the responses below.

Business Name

Bonney Lake Food Bank, DBA The Marketplace

Briefly describe your business

The Bonney Lake Food Bank is forming a social enterprise under the umbrella of our current nonprofit business. For this project we would be under the business name of The Marketplace and develop a large scale commercial space that encompasses infrastructure, capacity, retail, marketing, aggregate sales, and business support for local food truck owners, food producers, and farmers. Our intention is to create a economic development focused business model that supports and cultivates businesses owned by members of the BIPOC community and participants of the PC Accelerator Program/Workforce Development. Through this social enterprise our goal is to design a fully self sustained nonprofit business model that will continue to fund our efforts in food insecurity at The Market while also sustaining our economic efforts of The Marketplace.

Where is the business going to be located in Sumner?

We are looking at large commercial space in Sumner's East Town.

Is your business veteran owned?

No

Is your business women owned?

Yes

Is our business minority owned?

No

Is this a start-up business?

Yes

Have you completed the Pierce County Accelerator Program?

No

Have you operated a business before?

Yes

How many years?

13

Where?

East Pierce County

Number of Full-time Employees

4

Number of Part-time Employees

12

Name of Person Completing the form

Stacey Crnich

Title of Person Completing the form

CEO

Email address

stacey@bonneylakefoodbank.org

Phone number

2533340242

Mailing Address

PO Box 7521 Bonney Lake, WA 98391

Cover letter explaining who they are and their approach and general plan and experience

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/37f3b9a36f376367b9baa25151b4d1e0048bd0d/original/1654131807/824d0005496eeb287f804893ed418a70_Marketplace_Coverletter_-_Sumner.pdf?1654131807

Business Plan

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/8b7a3dbd6d719e0ed435d118e3606e0f1b9f44a5/original/1654132596/206feb139b16c3bfd84ab644a1de58af_MarketPlace_Business_Plan_Master_%281%29.pdf?1654132596

Demonstrate knowledge and experience with operating and managing a food related business or other business showing success and growth over the last 2 years

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/7293c78aa9a951ce333843f3c986e1f9aad0a167/original/1654132279/d4d298268dfl3848d7765e0c8ac455de_990_-_Fiscal_Year_2020_to_2021.png?1654132279

Other relevant information they think is important

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/7bbf9b7e12327b089dc153109c722fe3b7ed151/original/1654132309/c3c896a2887e380d5cbe8635bb1ff553_The_Market_.pdf?1654132309

Resume/SOQ-including partners and executive level staff

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/68233970b4d9de6c33f83398ac59f527730cf6b8/original/1654133227/914a9558bde48affec35a0fd7924e861_Stacey_Crnich_Resume__2022_%281%29.pdf?1654133227

Business partners References

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/3cd203523095e47cb15ae148b32590911c7d0d78/original/1654132474/fd27bb554e2ece061753adf0cf4cf46b_Letters_of_Support.pdf?1654132474

Customer References

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/7c461731adbb3f3acb9fc9bbcab1b9dd6765f404/original/1654132494/2c48768551717e2bcbe0f18c37b37ca1_customer_references.png?1654132494

W-9 Form

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/5112a7c42692753f7573dd707a6e7b3f263d97d4/original/1654132503/11500c21981d4cd7daa516fbc59338ba_W9_2022.pdf?1654132503

Letter of Intent from Building Owner/Landlord showing intent to lease the tenant space for the business.

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/9bb85a8c8acc9e1f987dcd85d0ccdce2ce4cbe25/original/1654133590/b48860c9c201c104660b81dc1c2052e3_Letter_of_Intent.pdf?1654133590

Exhibit A: Commissary Kitchen Grant-3 of 3

From: [Sumner Connects](#)
To: [Ryan Windish](#)
Subject: Anonymous User completed Commissary Kitchen Grant Application
Date: Wednesday, June 1, 2022 10:50:56 PM

*****EXTERNAL EMAIL*****

Anonymous User just submitted the survey Commissary Kitchen Grant Application with the responses below.

Business Name

South Sound Commissary (The Frying Dutchman)

Briefly describe your business

The South Sound Commissary will be a locally-owned commissary kitchen providing space to at least 10 Pierce County food trucks and trailers. Our concept for the business is based upon seven years of experience operating a commissary kitchen and a food truck, The Frying Dutchman, which parks in Sumner for lunch every Friday. Our business plan stands apart as our kitchen will be custom designed for food trucks, we will provide secure overnight parking, and will offer an on-site sales site. Our commissary kitchen is designed specifically for food trucks and will only rent to food trucks. We will provide reasonable rates to new and existing food trucks that seek a full-service kitchen including those who only need greywater dump. We will offer a bevy of amenities above and beyond what most commissary kitchens offer including spacious locking personal dry storage closets, walk-in freezer and refrigerator with personal shelving, on-site cooking oil recycling, washer and dryer, ice maker, covered loading/unloading area, shore power, and a truck washing area. We will also offer paved on-site overnight parking in a secure lot with keycard access and security cameras for both convenience and peace-of-mind. Nearer the street, we will provide a dedicated sales site and promotion so food trucks can offer lunch and dinner to the public who live, work or travel through Sumner. The site will have a dedicated electric hook up for the food truck to reduce generator needs and noise, and will assist new trucks with their permitting and building a following. We will provide paved parking for customers, lighting, seating, and native landscaping to improve guest experience while they support local food trucks. We have selected a property and are working with the City of Sumner Planning Department for feasibility of implementing our vision. If approved, then we are ready to purchase the property and submit permits for construction.

Where is the business going to be located in Sumner?

We are looking at purchasing PID 0520194040 located at 16313 64th St E in the ESUV area of Sumner. There will be a walk-up/drive-up food truck sales site near the street. The back of the property will be a commissary with overnight food truck parking.

Is your business veteran owned?

No

Is your business women owned?

No

Is our business minority owned?

No

Is this a start-up business?

No

Have you completed the Pierce County Accelerator Program?

No

Have you operated a business before?

Yes

How many years?

7

Where?

The Frying Dutchman Food Truck & Commissary, 1203 Porter Way, Milton, WA 98354

Number of Full-time Employees

1

Number of Part-time Employees

3

Name of Person Completing the form

Trent Jurgensen

Title of Person Completing the form

Owner

Email address

Trent@EatTheDutch.com

Phone number

206-713-2210

Mailing Address

10509 32nd St E, Edgewood, WA 98372

Cover letter explaining who they are and their approach and general plan and experience

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/348838264f8fc393aea055449826dbfd523baa2d/original/1654148996/0bac4bfa4eba2ba26380b239dda9abc_South_Sound_Commissary_-_Cover_Letter.pdf?1654148996

Business Plan

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/0d84ccf4071152490ccfd6772ef181569aec4adc/original/1654149001/417be5de23f64d273821bff57b3e4be2_South_Sound_Commissary_-_Business_Plan.pdf?1654149001

Demonstrate knowledge and experience with operating and managing a food related business or other business showing success and growth over the last 2 years

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/ad747501dae2e201e82a89a0c8309a3d30deb499/original/1654149005/2c7a6ce2a766f9915ebf344c7b71841a_South_Sound_Commissary_-_Knowledge___Experience.pdf?1654149005

Other relevant information they think is important

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/82a17d580eb1e8707f30a16c6d04fddc7297abab/original/1654149011/c30de478abb495055bb9205a7495bd69_South_Sound_Commissary_-_Other_Relevant_Information.pdf?1654149011

Resume/SOQ-including partners and executive level staff

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/f8c1dd797c5e3cf4d0a48c3c830c3945ea94054f/original/1654149015/bc811aa61335bd01e9df7963bbe77fd9_South_Sound_Commissary_-_Resumes.pdf?1654149015

Business partners References

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/bcb94a42111260577e163f8dc326df253233a073/original/1654149028/861232f4780ec907332277f6cf376e19_South_Sound_Commissary_-_Business_Partner_References.pdf?1654149028

Customer References

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/875e0b713f4b11f7e6910672e8b99499f2d646c7/original/1654149031/500fd0f08c7fedf3cec0cd162d26a3cc_South_Sound_Commissary_-_Customer_References.pdf?1654149031

Bank Letter showing credit worthiness

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/a6fed2e66f8bfde177eb9db3ba416cf52abe6040/original/1654149035/f1719c581ecdfebeb7b9f902464fdaed_South_Sound_Commissary_-_Credit_Worthiness.pdf?1654149035

W-9 Form

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/8c5bdde5b81f2f2307179c73a665507a255e99c6/original/1654149039/cc7b6a956548ddd51f0a6d21426ab32a_South_Sound_Commissary_-_W-9.pdf?1654149039

Letter of Intent from Building Owner/Landlord showing intent to lease the tenant space for the business.

https://s3-us-west-1.amazonaws.com/ehq-production-us-california/80dd1ba3247811c028525bb18722aefb130a2665/original/1654149046/70d30d76c9f4df213fad72045b980ded_South_Sound_Commissary_-_Property_Letter.pdf?1654149046
