



The city is conducting public meetings using a hybrid model. The public was welcome to attend this meeting in-person at City Hall or virtually.

Members Present: Chair Patrick Reed, Cindi Hochstatter and Charla Neuman

Staff Present: City Administrator Jason Wilson (CA), Administrative Services Director (ASD) Jeff Steffens, Community Development Director Ryan Windish (CDD), and Chief Financial Officer Kassandra Raymond (CFO).

The meeting convened at 6:00 p.m. by Chair Reed.

Committee Business

Employee Retention Incentives: CA Wilson and ASD Steffens discussed the creation of an Employee Retention Program. This has been discussed previously by the Finance and Personnel Committee as well as the ARPA committee. Staff is recommending council consider a one-time flat rate retention incentive to be paid later this summer. The amount recommended is \$1500 for non-police guild personnel, and \$3000 for police guild personnel. In exchange for the retention incentive, the employee would need to agree to remain employed through the end of the calendar year. This is beneficial due to the extremely competitive labor market we are experiencing. Additionally, one-time payments are beneficial to the City because they do not compound with future salary increases.

Staff is confident that the existing budget allocations will cover the \$1500 retention payments, however are recommending using ARPA funds to cover the additional \$1500 payment to police guild personnel. The ARPA fund allocation would be \$39,000. The Committee was supportive and provided a do-pass recommendation.

CA Wilson stated that the ARPA budget amendment and a Resolution authorizing the Employee Retention Program will be on the August 1st Regular Council Meeting.

Business Grants: CCD Windish provided the committee with a summary of the business grant applications as well as the committee scores and recommendations. For downtown tenant improvement grants there were six applications, with the review committee recommending two be funded at \$20,000 and a third (Emmanuela Acupuncture) be funded conditionally at \$5,000. The condition for approval was the completion of the Pierce County Business accelerator program. This left \$55,000 of funds unallocated.

The review committee recommended two restaurant applicants be funded at the full \$60,000 (Oxbow Kitchen and Sumner Taphouse). They also recommended Valley Social wine bar receive a \$20,000 award. The ARPA committee discussed these applications at length and desired to fund Valley Social at the full \$60,000 award by using left over business improvement grant funds, by not approving the conditional award.

The review committee recommended the \$100,000 commissary kitchen grant be awarded to South Sound Commissary Kitchen. None of the commissary kitchen applicants had an established location, therefore the review committee recommended the award be conditioned on the applicant securing a location within six months. The ARPA committee agreed with the recommendation, however requested that staff include language that would permit an extension if the grantee was making substantial progress in securing a location.

Additional discussion occurred related to running a similar program in the future either using ARPA or General Funds. Staff feels that this is a good use of money that helps spur economic development. The decision to not fund Emmanuela Acupuncture at \$5,000 was based on this discussion of potential future grant program availability.

In Summary the ARPA committee approved the following business grants:

Business Name	Grant Type	Award Amount
Ashley's Room Consignment	Downtown Tenant Improvement	\$20,000
My Big Sister's Shoes	Downtown Tenant Improvement	\$20,000
Oxbow Kitchen	Restaurant Development	\$60,000
Sumner Taphouse	Restaurant Development	\$60,000
Valley Social Wine Bar	Restaurant Development	\$60,000
South Sound Commissary Kitchen	Commissary Kitchen	\$100,000*

*Contingent on securing location within six months.

Good of the order: Utility Assistance: ASD Steffens informed the committee that the Pierce County Assistance program is closing down utility applications by the end of the month. To date we have received one assistance payment. The County is currently processing applications from November of 2021. Today there were over 90 customers on the shut off list—which is twice the normal number. ASD Steffens asked the committee if they were interested in researching options to assist customers who are on current payment plans. These are the customers that were delinquent prior to reinitiating shutoffs and who have remained current on their payment plans. These are also customers that are likely the most impacted by high repayment plans and hyperinflation. The committee was supportive of staff researching the topic and providing additional information at next month's meeting.

With no further items, the meeting adjourned at 7:14 p.m.

Prepared by City Administrator Jason Wilson