



CITY OF
SUMNER
WASHINGTON

**AMERICAN RESCUE PLAN ACT
COMMITTEE AGENDA
CITY HALL – 1104 MAPLE STREET
FEBRUARY 8, 2023 5:30 PM**

Committee Members: Hochstatter, Neuman & Bitetto

The city is conducting this public meeting using a hybrid model. The public is welcome to attend the 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/87059060660>

Or One tap mobile : +12532050468,,87059060660# or +12532158782,,87059060660#

Or Telephone: +1 253 205 0468 or +1 253 215 8782

Webinar ID: 870 5906 0660

COMMITTEE BUSINESS

1. Select Committee Chair
2. Commissary Kitchen Grant Update
3. ARPA Funds Reconciliation

REPORTS

ADJOURNMENT



AMERICAN RESCUE PLAN ACT COMMITTEE
MEETING

DATE: February 8, 2023
AGENDA BILL: 23-3016

SUBJECT: Select Committee Chair

CATEGORY: Motion

BUDGET IMPACT:

Expenditure Required: None

Within Budget Allocation: N/A

ATTACHMENTS:

STAFF CONTACT: Jason Wilson, City Administrator

SUMMARY BACKGROUND:

Due to Councilmember Reed no longer being on the ARPA committee, a new chair must be appointed. Staff recommends discussing the matter and selecting a chair by motion and vote.

COUNCIL COMMITTEE/STUDY SESSION:

MEETING/STUDY SESSION DATE:

COMMITTEE RECOMMENDATION:

STAFF RECOMMENDATIONS/MOTION:

Staff recommends selecting a chair.

SUBJECT: Commissary Kitchen Grant Update**CATEGORY:** Motion

BUDGET IMPACT:

Expenditure Required: \$100,000

Within Budget Allocation: YES

ATTACHMENTS:**STAFF CONTACT:** Ryan Windish, Community Development Director

SUMMARY BACKGROUND:

In August 2022, the ARPA Council Committee approved awarding “business grants” utilizing ARPA funds including a \$100,000 grant to develop a commissary kitchen in Sumner that would serve food trucks. The intent was to increase the potential for food trucks to operate and frequent the community and fill a need in East Pierce County for this type of facility. The award went to Trent and Jeanette Jurgensen, owners of a commissary kitchen in Edgewood and The Frying Dutchman mobile food truck. At the time the Jurgensens received the grant award they were in the middle of purchasing a property that they hoped to develop into a commissary kitchen. The City agreed to give them 6 months to find a suitable location for the commissary kitchen and if they were unable to do that the City would reevaluate the circumstances and see if the grant offer should be extended. The Jurgensens have found three locations within the City of Sumner but, for one reason or another, were not able to secure a site. There have been zoning challenges, costs, wetlands, and other constraints that have not made these sites feasible. They are still exploring other possibilities and we are assisting them in their search. There are potentially small industrial sites that could open up as well and they have been following leads on other commercial locations.

Given that properties continue to come on the market, I’m confident that they will be able to secure a site in the next 6 months. They have been diligent in their efforts and acting in good faith with frequent communications and inquiries about potential sites. Finally, they are losing their space in Edgewood and need to relocate that kitchen to a new location. Considering the circumstances, I recommend that the City continue to offer the grant to them for another 6 months. The current 6-month period expires on February 24, 2023 and it could be extended to August 24, 2023.

COUNCIL COMMITTEE/STUDY SESSION: MEETING/STUDY SESSION DATE: 2/8/2023 COMMITTEE RECOMMENDATION:
--

STAFF RECOMMENDATIONS/MOTION:

Move to extend the Commissary Kitchen business grant award to The Frying Dutchman for another 6 months ending August 24, 2023.



AMERICAN RESCUE PLAN ACT COMMITTEE
MEETING

DATE: February 8, 2023

AGENDA BILL: 23-3014

SUBJECT: ARPA Funds Reconciliation

CATEGORY: Information Only

BUDGET IMPACT:

Expenditure Required: None

Within Budget Allocation: N/A

ATTACHMENTS:

1. ARPA Allocation Status
-

STAFF CONTACT: Jason Wilson, City Administrator

SUMMARY BACKGROUND:

Over the past two years, the council has allocated \$2.829M of the \$2.910M of ARPA funds. Some of the allocated projects were under budget, resulting in funds that will be returned for further ARPA committee consideration. Staff will be reviewing allocations to date and discussing next steps with the committee.

COUNCIL COMMITTEE/STUDY SESSION:

MEETING/STUDY SESSION DATE:

COMMITTEE RECOMMENDATION:

STAFF RECOMMENDATIONS/MOTION:

ARPA Fund Status as of February 3, 2023

Project	Authorized	Spent	Unspent	2023/2024		Recommendation
				Budget	Available	
Direct Response						
Direct costs associated with pandemic response.	40,000	40,000	-	-	-	
Facility improvements (Air Filtering)	10,000	9,403	597	-	597	Roll to ARPA balance
Facility improvements (cubicles, other distancing)	95,000	90,972	4,028	-	4,028	Roll to ARPA balance
Hybrid meeting technology	200,000	200,000	-	-	-	
EOC Improvements	70,000	70,000	-	-	-	
Police Employee Retention Program	39,000	39,000	-	-	-	
<i>Total Direct Response</i>	454,000	449,375	4,625	-	4,625	
Economic Response & Resilience						
Community Food Bank operational support	35,000	35,000	-	-	-	
Wayfinding Signage	40,000	-	40,000	40,000	-	
Kincaid/Cherry Design	250,000	232,982	17,018	-	17,018	Re-program to 2023/2024 Budget
Homeless outreach & housing	25,000	-	25,000	-	25,000	Re-program to 2023/2024 Budget
Business Grants - Commissary Kitchen	100,000	-	100,000	-	100,000	Re-program to 2023/2024 Budget
Business Grants - Tenant/Restaurant Improvements	280,000	250,000	30,000	-	30,000	Re-program to 2023/2024 Budget
Utility Assistance	53,000	50,133	2,867	-	2,867	Roll to ARPA balance
Parklet	10,000	-	10,000	-	10,000	Re-program to 2023/2024 Budget
<i>Total Economic Response & Resilience</i>	793,000	568,114	224,886	40,000	184,886	
Infrastructure Investments						
Broadband & Cybersecurity	82,000	30,828	51,172	10,100	41,072	Re-program to 2023/2024 Budget
Portland Loo (2) at City Parks	500,000	500,000	-	-	-	
Kincaid/Cherry Pedestrian Plaza	1,000,000	1,000,000	-	-	-	
<i>Total Infrastructure Investments</i>	1,582,000	1,530,828	51,172	10,100	41,072	
Overall Total	2,829,000	2,548,316	280,684	50,100	230,584	
ARPA Allocation	2,910,676					
Spent through 12/31/2022	(2,548,316)					
Budgeted in 2023/2024	(50,100)					
Re-program to 2023/2024 Budget	(223,091)					
Available ARPA Balance	89,169					