



City Council American Rescue Plan Act Committee Meeting Minutes of August 3, 2021

On June 30th, Governor Inslee issued his “Washington Ready” guidelines, effectively re-opening the State of Washington and removing most of the Covid-19 restrictions. The City has been working hard to upgrade both the layout and technology in the City Council chambers and meeting rooms, to accommodate both in-person and remote attendance. The Finance & Personnel Committee was held virtually via Zoom. The public was invited to attend the meeting virtually or telephonically using the call-in instructions in the published agenda.

Members Present: Kathy Hayden, Cindi Hochstatter, Patrick Reed (Chair)

Staff Present: City Administrator Jason Wilson (CA), Administrative Services Director (ASD) Jeff Steffens, Chief Financial Officer (CFO) Kassandra Raymond

The meeting convened at 6:00 p.m. via Zoom by Councilmember Reed.

Committee Business

ARPA Fund Initial Allocation: At the June 29th ARPA committee meeting the committee identified a list of projects they desired to see in the initial fund allocation. CA Wilson reviewed the list, included revised allocation recommendations:

Project Title	Description	Estimated Costs
Direct Response	Labor costs associated with pandemic response post 3/3/2021	\$ 40,000
Air Filtering Improvements	Add UV light filtering to all city facilities	\$ 10,000
Facility Improvements	Replace cubicles with standard design to provide physical barriers, doors. Includes hotel space	\$ 85,000
Broadband Study	Consultant Study to determine location of dark fiber, dark conduit, regional connectivity	\$ 20,000
CyberSecurity	Address findings from SAO Cybersecurity audit	\$ 50,000
CyberSecurity--Pen Testing	Incident response plan and training	\$ 12,000
Council Technology	Upgrades to Council chambers to accommodate hybrid meetings	\$ 200,000
	Total	\$ 417,000

Prior to seeking committee approval to move forward, CA Wilson recommended reviewing the future fund allocation list, as there were items on that list that could be moved up for full council consideration—the committee agreed.

ARPA Fund Future Allocations: The committee reviewed several projects included on the future fund allocation list and recommended the following be moved to the initial funding allocation:

Project Title	Description	Estimated Costs
Heritage Park Design/Construction	Supplement water line replacement on Kincaid, develop space for economic development/outdoor activities, property acquisition	\$ 250,000
HR Generalist	Workplace safety and recruitment 2021-2023	\$ 300,000
Sports Complex Restroom	Upgrade Sports Complex restroom to provide access to flushable toilets and handwashing. Supports outdoor recreation.	\$ 20,000
Food Bank Support	Operational Support for Food Bank Access and Services	\$ 35,000
Wayfinding Signs	Support economic recovery by ensuring retail sustainability for small businesses located in historic downtown	\$ 40,000
	Total	\$ 645,000

The committee provided a do-pass recommendation for allocation of \$1,062,000 for the projects identified above.

Staff will continue to review other possible ARPA uses as well as explore funding partnerships with other government entities.

September meeting: The September committee meeting is scheduled for September 7th. Due to the labor day holiday, the regular council meeting is at the same time. The committee approved moving the ARPA meeting to Tuesday September 14th at 6pm.

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

Prepared by City Administrator Jason Wilson