



City Council American Rescue Plan Act Committee  
Meeting Minutes of November 2, 2021

*The Covid-19 pandemic continues to impact the health and safety of our community. In an effort to be diligent, the city is continuing to conduct all public meetings virtually, using the ZOOM platform. Access information can be located on the city's website, and on each meeting agenda. As the pandemic evolves, and when it is safe to do so, we look forward to welcoming everyone back to City Hall for in-person and hybrid meetings in our newly renovated council chambers.*

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

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

The meeting convened at 6:03 p.m. via Zoom by Deputy Mayor Hayden. Councilmember Reed joined at 6:04 p.m.

**Committee Business**

**ARPA Fund Future Allocations:** CA Wilson reviewed an updated cost estimate from the Community Food Bank regarding their parking lot project. Wilson forwarded the updated cost estimate to Pierce County for consideration. At this time there is no ask from the City's ARPA committee, however the project remains on our potential project list.

CA Wilson discussed two staff ideas to spur economic recovery. The first involves a public private partnership to establish a commissary kitchen. ARPA funds could be utilized to equip a commissary kitchen and then subsidize rental fees for small businesses, with an emphasis on BIPOC, women and veteran owned companies. The second involves ARPA funds being granted to small businesses (with an emphasis on BIPOC, women and veteran owned companies) to equip and open in spots that are currently vacant. The committee was interested in both of these programs and asked that staff conduct more research.

The committee discussed other potential items that could be appropriate uses of ARPA funds. Most of the discussion related to the need for a generator at the senior center and for a long term solution for parks restrooms. Staff will continue to evaluate both of those projects for possible funding.

The committee recommended the following items be forwarded to the full council for consideration of funding:

Direct Response	\$105,000
Facility Improvements to address transmission risk--Cubicle Project Overage	\$10,000
EOC Improvement to address transmission risk and Hybrid functionality	\$70,000
Homeless outreach and housing--Tacoma Rescue Mission	\$25,000

The facility improvement allocation covers the contract overages associated with the previous ARPA allocation in August. The overage was caused by changes in goods between quote date and order date.

The City's Emergency Operations Center (EOC) allocation would provide the capability of operating in a hybrid or remote environment. The proposal would be to add cameras, microphones, and replace outdated technology to allow for remote or hybrid EOC attendance. The technology could also be used to facilitate hybrid police in service training—protecting the health of our officers by limiting interaction between patrol teams.

The Homeless Services allocation would provide guaranteed shelter space and regular services outreach.

If approved by council, the remaining unallocated ARPA balance would be \$1,743,676.

**Upcoming Meetings:** Staff recommended cancelling the December meeting to provide adequate time to research and develop potential projects. The committee agreed, but desired to hold a meeting on January 4, 2022. CA Wilson reminded the committee that new members would be chosen at the January 3<sup>rd</sup> council meeting.

With no further items, the meeting adjourned at 7:08 p.m.

Prepared by City Administrator Jason Wilson