



*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 was 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.*

**Members Present:** Cindi Hochstatter, Charla Neuman, Patrick Reed (Chair)

**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. via Zoom by Councilmember Reed.

### **Committee Business**

**Select Committee Chair:** The committee members discussed who would like to be the committee chair and Councilmember Reed was selected.

**Meeting Schedule:** The committee decided to meet monthly on the second Wednesday of each month at 5:30 p.m.

**American Rescue Plan Act Review:** CA Wilson reviewed the allowed uses for ARPA funds and previous City allocations.

**Business and Commissary Kitchen Grants:** CDD Windish discussed a proposal to use ARPA funds to create a commissary kitchen grant. The proposal would allocate up to \$250,000 to open a commissary kitchen and direct support to BIPOC, women or veteran owned businesses wishing to operate out of it. Typical businesses would include food truck operators, ghost kitchens or catering operators. In exchange the businesses would provide service to the Sumner community a minimum number of hours per month plus if appropriate serve at community events. This idea has been preliminarily discussed with the Pierce County Economic Development Board who expressed a strong need for commissary kitchen space in East Pierce County. The committee had suggestions regarding the locations where a commissary kitchen could be located as well as suggestions on the service level required by the grantee to the community. The committee was supportive of the idea but asked that it be placed on the overall list of potential projects for consideration.

CCD Windish discussed a proposal to use ARPA funds to support and encourage businesses to locate in vacant locations throughout the city, with an emphasis on the historic downtown. CCD Windish's proposal was for \$160,000 to support BIPOC, women or veteran owned businesses to locate in Sumner. The proposal included \$100,000 (5-\$20,000) worth of grants to be used for start up costs including tenant improvements, capital equipment or impact fees. The remaining \$60,000 would provide two \$30,000 grants targeted at recruiting restaurants and could be used for tenant improvements, capital equipment or impact fees. The Pierce County Business Accelerator Program could be used to help vet

potential grant awardees. The committee had suggestions to increase the amount of the restaurant grants and decrease the business grant amounts. Additional recommendations including allowing for business relocation or expansion as acceptable grantees. Concern was also raised about the potential negative feedback that may be received from existing Summer businesses. The committee was supportive of the idea but asked that it be placed on the overall list of potential projects for consideration.

**ARPA Fund Future Allocations:** CA Wilson reviewed the items still being considered by the committee for funding.

Reed left the meeting at 7:01 p.m.

The committee expressed a desire to not recommend any items for funding at this time. The committee expressed support for many of the programs but has concerns about future unknown needs as the pandemic continues to unfold and not all impacts are yet known. CA Wilson expressed his support for this approach and informed the committee that staff will not be working on any of these projects until a decision to move forward—or more information is needed.

ASD Steffens discussed recent COVID staffing impacts and the changing CDC guidance. He discussed the need to address vaccine hesitancy and asked the committee for approval to develop an incentive program that includes a floating holiday for employees who receive a booster vaccine and up to 40 hours of sick leave for vaccinated employees who contract Covid-19. Steffens and Wilson feel that it will be important to provide employees with additional options and protections as variants continue to evolve and vaccine mandates/testing are rolled out—particularly with represented employees. Costs associated with such incentive programs are an allowable use of ARPA funds. The committee was very supportive of such incentives and encouraged staff to proceed.

**Upcoming Meetings:** The committee asked that the following be discussed at the next meeting:

- 1) Provide an overview of the Main Street Vision project, including funding plan for the council identified priorities.
- 2) Provide data on the number of vacant storefronts in the historic downtown core.

With no further items, the meeting adjourned at 7:25 p.m.

Prepared by City Administrator Jason Wilson