

American Rescue Plan Act (ARPA) planning

May 19, 2021

10:39 a.m.

Present: Commissioner Stamper, Commissioner Pollock, Commissioner Swope, County Manager Erik Martin, Becky Butler, Richard DeBolt, JP Anderson, Steve Wohld, Meja Handlen, Willie Painter

Guests: Nic Scott, Edna J. Fund, Frank Corbin

Recorder: Rieva Lester

Becky Butler said the county's expenditures for the American Rescue Plan Act (ARPA) must be obligated by Dec. 31, 2024, and used by Dec. 31, 2026. She said the county will receive half of its allocations now and the other half in May 2022.

Delegation of authority: Becky outlined the delegation of authority for the ARPA funds:

- The Board of County Commissioners (BOCC) provides direction regarding priorities and allocations.
- BOCC designates the County Manager or appropriate ARPA Lead to contract for services.
- ARPA Leads will oversee and be responsible for contracts and project completion.
- ARPA Leads will coordinate with the Prosecutor's Office and Budget Administrator on all contracts to ensure all contract language lines up with the U.S. Treasury requirements.
- The County Manager and the BOCC will provide final approval on all contracts regardless of the amount.
- The Budget Administrator will coordinate internal meetings and reports and will update the ARPA webpage on the county website to meet transparency requirements.
- All invoices will be processed by the accounting staff in each office/department using the appropriate Project Account set up in Munis for tracking.
- The Grant Coordinator will pull project reports, related costs, etc.
- Budget Administrator will review and submit to the U.S. Treasury the necessary documentation.

Internal management: Becky proposed the following outline for internal management:

- **Authorized signature for funding:** Designated Project Lead and County Manager
- **Business contracts:** Grants Coordinator/Becky Butler
- **Legal review:** Amber Smith/Jonathan Meyer
- **Contracts, bids and internal facility projects:** Internal Services Steve Wohld, Matt Patana and Doug Carey
- **Public Health response:** JP Anderson and John Abplanalp
 - **Public Health contracts:** Meja Handlen and Mike Baum

- **Water/Sewer infrastructure planning:** Josh Metcalf
- **Water banks:** Commissioner Pollock and PAO
- **Housing plan / study / zoning:** Lee Napier and JP Anderson
- **Documentation and contract payment support:** Becky Butler, Grants Coordinator and PH Staff
- **IT technology projects:** Matt Jaeger
- **Project accounting management and setup:** Megan Sibbert
- **Accounting and auditing guidance:** Grace Jimenez

Allocations: Becky proposed the following allocation breakdown:

>> PUBLIC HEALTH AND COMMUNITY RESPONSE AND RESILIENCE \$2.4 MILLION

- a. Utility assistance, rental and mortgage assistance
- b. Youth and senior services
- c. Vaccine, testing, contact tracing, isolation and quarantine
- d. COVID-19 mitigation and prevention
- e. DEM operations
- f. Mental health and substance abuse programs

Becky noted that the amount for Public Health may seem low only because the state Department of Health will provide additional funding on top of the \$2.4 million being proposed.

>> GOVERNMENT SERVICES \$1.9 MILLION

- a. County telework infrastructure
- b. Coordination and management
- c. Lost revenue
- d. Public safety
- e. Public health
- f. Court backlog
- g. County facility adaptations related to COVID-19 mitigation

>> WATER, SEWER AND / OR BROADBAND INFRASTRUCTURE \$7.2 MILLION

Water infrastructure

- a. Planning
- b. Infrastructure projects
- c. Water banks

Sewer infrastructure

- a. Planning
- b. Infrastructure projects

Broadband infrastructure

- a. Broadband partnership
- b. Expanded services

Richard DeBolt suggested including drainage ditches in the infrastructure discussion.

Commissioner Swope joined at 10:58 a.m.

>> ECONOMIC IMPACTS AND RECOVERY \$4.1 MILLION

- a. Economic recovery planning services
- b. Business resiliency and recovery support
- c. Nonprofit support
- d. Workforce development programs
- e. Housing support and stability
- f. Tourism, fair and hospitality support

The commissioners said they support the management plan and the proposed allocations.

Richard DeBolt said he will meet with the commissioners to create a project overlay then create a list of potential stakeholders. He said he would try to hold one initial large meeting with all of the stakeholders and then meet with the stakeholders – such as cities, the county, ports, chambers of commerce and others – geographically.

Becky said final Treasury guidance is expected July 9.

The group said they would hold their stakeholder meeting the afternoon of Wednesday, July 21, at a site yet to be determined.

The commissioners said they want to focus on communication, collaboration and transparency.

Commissioner Pollock said Ecology has suggested possible consultant groups to help with water bank work.

Commissioner Swope said the Department of Fish and Wildlife sent an email saying it is halting its efforts regarding acquisition of the TransAlta property.

Meeting adjourned at 11:42 a.m.