

## **SULTAN CITY COUNCIL AGENDA COVER SHEET**

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**ITEM NO:** C-7

**DATE:** October 8, 2009

**SUBJECT:** Sultan Champion Sign

**CONTACT PERSON:** Deborah Knight, City Administrator  
Connie Dunn, Public Works Director

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### **ISSUE:**

The issue before the council is to adopt policies and procedures (Attachment A) regarding nominations to recognize athletic and academic achievements honoring Sultan State Champions.

### **STAFF RECOMMENDATION:**

Adopt policies and procedures for accepting nominations to recognize athletic and academic achievements of Sultan School District (SSD) students.

### **SUMMARY:**

In 2002 the City started recognizing Sultan's state champions by purchasing two Sultan Champion signs and placing the signs on US 2. Teams and individuals are recognized with shingles/placards noting the year and the achievement.

Past participants recognized by the city include:

- 2002 Girls Soccer
- 2003 Wrestling – academic
- 2003 Girls 400m Relay Team
- 2005 Alyson Rehm – AQHA Youth World Champion Barrel Racer

As time went on the city has received requests to purchase additional placards. Most recently, the city council received a request from the Sky River Phoenix Girls U14 team to purchase and place a shingle on the Champion sign recognizing the team as 2008 state champions. The majority of the team members are Sultan School District students. The team is willing to pay for the placard.

The city council directed staff to work with the City/School/Fire Committee to develop a policy for reviewing requests from sports teams and individuals to add their name to the

Sultan champion sign. The city council reviewed the committee's recommendation on September 10, 2009 and directed staff to return with a final policy for its approval.

### Proposed Policy

1. Recognize the achievements of young people in our community regardless of the field of study or interest for the following reasons:
  - To further motivate youth to excel, take risks, and develop new skills and abilities.
  - To support the efforts of young people as they engage in individualized learning, group activities, and peer competition.
  - To provide balance to the evaluation which young people receive as they move to increasingly difficult challenges.
2. Consider a variety of recognition options including news releases, city proclamations, and annual awards to celebrate youth achievement.
3. Adopt separate processes for recognizing high school athletic achievements and other types of student achievements
  - *High school sports teams and individuals who earn state championships in athletics*
    - The Sultan School District would receive requests and make decisions to honor high school sports teams and individuals who earn state championships in athletics.
    - The Championship sign on US 2 at Fourth Street will be dedicated to high school sports teams and individual athletes who earn state championships.
    - A decision by the School District to honor a sports team or individual with a placard on the State Champion is the sole responsibility of the School District.
    - The School District is responsible for purchasing shingles for the sign recognizing Sultan High School state level athletic achievements and maintaining the sign.
  - *Teams or individuals, 18 years or younger, who earn state or higher level championships in athletic, academic, artistic or other fields of study.*
    - The City/School/Fire Committee would receive and review applications to honor teams or individuals
    - The committee will consider a number of recognition options including news releases, council proclamations, awards and placards on the Sultan Championship sign.

- The committee will make recommendations to City Council.
- The city council will make the final award
- The individual or team awarded recognition would pay for the shingle for the sign.
- The city will be responsible for maintaining the sign. Individual shingles/placards will be maintained by the applicant and/or award recipient.

## **BACKGROUND:**

The City/School/Fire Committee discussed policies for placing shingles on the Sultan Champion sign on June 25, 2009. The committee recommended using the sign to recognize athletic and academic achievements at the state and national level.

Access to the sign would be restricted to individuals or teams, under 18 years old, who are residents of the Sultan School District or where the majority of players reside within the school district. The school district, individual or team would be responsible for the purchase of the shingle. A hardship assistance cost share with the school, team, or individual would be reviewed on a case by case basis by the City/School/Fire Committee at time of original application.

The City Council reviewed the proposed policy on July 23, 2009. Councilmember Champeaux noted the original intent of the sign was to only recognize high school athletic state champions.

The council discussed recognizing youth sports teams not associated with the school district and academic achievements. The council directed staff to return the policy to the City/School/Fire Committee for further considerations.

## **FISCAL IMPACT:**

The total cost to re-install the Champion sign on the east side of Sultan is approximately \$75.00. Under the proposed policy the cost of the champion sign maintenance and replacement would be shared between several community partners.

Once approved, the individual shingles would be purchased by the school district, sports team, or individual.

## **ALTERNATIVES:**

Alternative 1: Approve the proposed policies and procedures and direct staff begin processing applications through the city/school/fire committee.

Alternative 2: Do not approve the proposed policies and procedures and direct staff to areas of concern.

Alternative 3: Do nothing and have teams and individuals petition the Council with the City paying for the shingle and installing it, this is current practice.

**RECOMMENDATION:**

Adopt the policies and procedures for accepting nominations to add placards recognizing athletic and academic achievements on the Sultan Champion signs.

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**ATTACHMENTS:**

A: Champion Sign Policies and Procedures



## City of Sultan Student Achievement Recognition Policy

### 1. Purpose

1. The City of “Sultan” (“City”) believes it is important for the Sultan community to recognize the achievements of young people in the community regardless of the field of study or interest for the following reasons:
  - i. To further motivate youth to excel, take risks, and develop new skills and abilities.
  - ii. To support the efforts of young people as they engage in individualized learning, group activities, and peer competition.
  - iii. To provide balance to the evaluation which young people receive as they move to increasingly difficult challenges.
2. It is the city’s intention to recognize teams or individuals, 18 years or younger, who earn state or higher level championships in athletic, academic, artistic or other fields of study.
3. The city will consider a number of ways to recognize youth achievement including news releases, council proclamations, annual awards and placards on the Sultan Champion sign.
4. The purpose of this policy is to provide guidelines for processing requests for public recognition by teams or individuals 18 years or younger who have earned state level or higher awards for athletic, academic, artistic or other fields of study.

### II. Policy

1. The City of Sultan is responsible for receiving requests and making decisions to recognize teams or individuals, 18 years or younger, who earn state or higher level championships in athletic, academic, artistic or other fields of study.
2. The Sultan School District is responsible for receiving requests and making decisions to recognize Sultan School District sports teams and individuals who earn state championships in athletics.
3. The Championship sign on US 2 at Fourth Street will be dedicated to Sultan School District sponsored sports teams and individual athletes who earn state championships. The Championship sign on US 2 near Rice Road will be dedicated to other state level awards and achievements



## City of Sultan Student Achievement Recognition Policy

4. A decision by the School District to honor a sports team or individual with a placard on the District sponsored State Champion sign is the sole responsibility of the School District.
5. The School District is responsible for purchasing shingles for the sign recognizing Sultan High School state level athletic achievements and maintaining the sign.

### A. Selection Criteria and Procedures

1. To be eligible for recognition under this policy, individuals and teams must earn at least a state –level championship title in their sport, field of study or pursuit.
2. Recognition and requests of high school sports athletes and teams that earn state or national level championships will be the responsibility of the Sultan School District.
3. All other requests for public recognition of state level achievements by Sultan School District students will be reviewed by the city/school/fire committee (“committee”). A subcommittee of the council may review requests if the city/school/fire committee is unable to perform this function.
4. The city/school/fire committee will make a recommendation to the Sultan City Council.
5. Recommendations for recognition made by the city/school/fire committee may include but are not limited to news releases, council proclamations, annual awards and placards on the Sultan Champion sign.
6. Placard space is available on a first come, first serve basis, and are available to individual and groups.
7. Priority for placards on the Sultan Championship sign will be given first to residents of Sultan or groups based in Sultan and third to other individuals and groups. Groups must have a majority of their members in the Sultan School District to be eligible for recognition under this policy.
8. The city council may not approve a request for a placard at its sole discretion including limited space on the sign. The city is under no obligation to provide placard space if requested.
9. All public recognition, with the exception of placards on the Sultan Championship sign, will be the responsibility of the City of Sultan.
10. The Sultan City Council will have final approval authority on official city recognition.



## City of Sultan Student Achievement Recognition Policy

### **B. Applicant Responsibilities**

1. Applicants are responsible for submitting a complete application to the City of Sultan for recognition for themselves, a Sultan School District student or sponsored sports team.
2. Applicants awarded space on the Sultan Champion sign are responsible for purchasing and replacing as necessary the appropriate placard for the Sultan Champion sign.
3. Applicants may request assistance at the time of application for purchasing and maintaining placards if funding is not available. Requests for assistance will be reviewed on a case by case basis by the City/School/Fire Committee at time of original application.

### **Procedures**

#### **A. Application and Review**

1. The Public Works Director coordinates all requests for public recognition
2. Persons interested in receiving public recognition for their achievement must first read the City's Student Achievement Recognition Policy and complete an application form. This form is available at City Hall. The form should be submitted to the City Clerk's Office. Questions should be addressed to the Public Works Director.
3. The public works director is responsible for forwarding applications to the city/school/fire committee at the next regularly scheduled meeting.
4. The city/school/fire committee will review the application for recognition and make a recommendation to the city council. Applicants may attend the meeting and make a presentation to the committee.
5. The public works director will forward the committee's recommendation to the city council at the earliest opportunity for consideration. Applicants are encouraged to attend the council meeting. Comments are limited to the scheduled public comment period unless requested otherwise by the city council.
6. The city council may consider a number of award alternatives.



**City of Sultan**

## **Student Achievement Recognition Policy**

7. If an award is made by the city council, the public works director will be responsible for contacting and coordinating with the applicant to implement the council's decision.

### **B. Sultan Champion Sign - Placard Installation and Removal**

1. Placards must conform to the space restrictions and design guidelines established by the public works director.
2. The city is responsible for installing and removing placards on the Sultan Champion sign dedicated to teams and individuals not sponsored by the Sultan School District. Placards placed on the city sponsored sign without the approval of the city will be removed.
3. The city is responsible for regular placard and Sultan Champion Sign maintenance. Placards that have deteriorated will be removed by the city at the city's sole discretion. The individual or sports team is responsible for replacing worn or missing placards.
4. The Sultan School District is responsible for installing and removing placards and sign maintenance for the Sultan Champion sign dedicated to athletic teams and individuals sponsored by the School District.

### **C. Sultan Champion Sign - Responsibility for Loss or Damage**

The City of Sultan is not responsible for damage or theft of placards.

### **D. Cancellation**

The City reserves the right to remove any placard should conditions, situations or unforeseen needs, warrant such action.



# City of Sultan Student Achievement Recognition Policy

## SULTAN CHAMPION RECOGNITION APPLICATION

Please fill out all blanks and return to Connie Dunn, Public Works Director.

### Applicant Information

Contact Name: \_\_\_\_\_

Contact Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Describe what state level achievement was awarded: (Award, names of recipients)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you read the City's exhibit and display policy?

Yes  No

Signature of applicant: \_\_\_\_\_

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#### FOR STAFF USE ONLY:

Date to City/School/Fire Committee Date: \_\_\_\_\_

City/School/Fire Committee Recommendation: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Council Recommendation: \_\_\_\_\_ Date: \_\_\_\_\_

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