

CITY OF SULTAN
SUB COMMITTEE
AGENDA ITEM COVER SHEET

Date: June 10, 2010

Agenda Item #: A-2

SUBJECT: Community Center Building 10th Anniversary

CONTACT PERSON: Donna Murphy Grants and Economic Development Coordinator

ISSUE: The issue before the Council is to review the proposal to celebrate the 10th Anniversary of the Community Center building. Direct staff to areas of concern.

SUMMARY STATEMENT:

On August 18, 2000 the City of Sultan and Sno Isle Library System dedicated the Community Center Building. The Community Center building will celebrate its 10 year anniversary on Saturday, August 14, 2010.

On May 27, 2010 the City Council Subcommittee met to discuss the activities to take place on Saturday, August 14, 2010. The Subcommittee made the following recommendations:

Staff recommended activities:

- Opening Ceremonies: Noon to 1:00 PM
 - Suggested Speakers:
 - Mayor Carolyn Eslick
 - Sultan Librarian, Jackie Personeus
 - Sultan/Monroe Masons Representative
 - Statue artist, Kevin Pettelle
 - Time Capsule organizer, Donna Murphy
- Community Family Portrait: 1:00 PM (or following opening ceremonies)
- Open House/Tours of City Hall: 1:30 PM to 3:00 PM
- Welcome/Ceremony Cake

Information Stations in the Community Center lobby:

- Library
- Police Services
- Code Enforcement/Animal Control
- Comprehensive Plan
- Block Watch
- Adopt-a-Street
- CERT
- Historical Society
- Music – Bronn Journey, Matt Haverly, SHS Men's Ensemble/Band?
- Passports to be signed by each station manager, turned in when complete to be eligible for a drawing.

- Printed Materials will be provided by Sno Isle Library:
 - Invitations
 - Event Program
 - Posters
 - Information Stations Table Tents

FISCAL IMPACTS:

Community Family Portrait will be paid for with sponsorships. The cost of a cake and other hospitality and decorations will be taken from Grants and Economic Development Miscellaneous Budget, not to exceed \$100.

STAFF RECOMMENDATION: Recognize August 14, 2010 as the official “Ten Year Anniversary” of the Sultan Community Center building and authorize a celebration in honor of the anniversary.

ATTACHMENT:

Email from Sultan Librarian, Jackie Personeus dated May 24, 2010

5-24-10

Mtg w/Donna re Aug 18 Community Center event

Sno-Isle is very pleased to participate in the celebration of the Sultan Community Center 10 year anniversary.

Print Pieces for Event

Our printing and graphics department could design and print pieces needed

Such as

- invitations
- the event program
- other print pieces needed/desired?

Note: Our printing/graphics dept. requires **at least 6 weeks lead time.**

For example, invitations which would probably be mailed out 2-3 weeks ahead of the event. For an Aug 2 delivery date, the deadline for invitation print request would be June 21.

Jackie Personeus could submit the print requests if given the following info with the required lead time:

- type of printing requests desired (invitation, program, etc.)
 - size
 - content
 - logo and/or any specific graphics desired
 - quantities
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Speakers---a representative from Sno-Isle would be very pleased to be one of the speakers (Jackie and/or another representative)

Information Stations---Library and Friends of the Library

- We could do a photo display of construction of the community center
- Friends of the Library could staff this and provide info on joining Friends
- We could provide a storytime and/or craft station for families and kids