



CITY OF SULTAN COMMUNITY ALLIANCE BOARD MEETING

319 Main Street, Sultan WA 98294

March 8, 2022 - 5:00 PM

IN PERSON AND REMOTE ATTENDANCE AVAILABLE
SEE PAGE 2 FOR INSTRUCTIONS ON ATTENDANCE VIA ZOOM

5:00 PM - Call to Order, Pledge of Allegiance and Roll Call

Changes to the Agenda

Public Comments

Anyone who wishes to speak on any matter not appearing on the agenda may do so at this time. Citizens are requested to keep public comments to a 3-minute maximum (3 minutes or less per person) to allow time for everyone to speak.

Board Member/Staff Comments

Approval of Minutes

- 1) Minutes of February 22, 2022 Meeting

Action/Discussion Items

- 1) Events for 2022
 - a. Continued discussion/confirmation of events for 2022 to include next steps
 - b. Alliance Board Budget Discussion
- 2) Applicant Ken Marshall
 - a. Decision of whether to forward application to Council for approval.

Summary of Meeting Results and Actions for Next Meeting

- 1) Confirmation of next meeting date

Adjournment

WRITTEN PUBLIC COMMENT SHOULD BE EMAILED TO THE ALLIANCE BOARD
EMAIL: COMMUNITYALLIANCE@CI.SULTAN.WA.US

WRITTEN COMMENTS SHOULD BE RECEIVED NO LATER THAN 4:00 PM THE DAY OF THE
MEETING

DIRECTIONS FOR ATTENDING THE ALLIANCE BOARD RETREAT AND INSTRUCTIONS ON PROVIDING REMOTE ORAL PUBLIC COMMENT:

1. At 5:00 p.m. (or shortly before or after) on Tuesday, please join the meeting via computer or phone as shown below and enter the meeting ID to join the meeting. If using the website, the phone number given may be different, please follow prompts given:

- Via Computer:
- <https://us02web.zoom.us/j/84548442488?pwd=MCtoaWxsWDlSaS9aV0NnaGJmTjlqdz09>
- Phone #: (253) 215-8782
- Meeting ID: 845 4844 2488
- Passcode: 199055
- After you enter the meeting ID, if it asks for a participant ID, just wait or press # and you will be added to the meeting.

Please note if you attend via computer, your computer may provide different options for connecting to audio to include different phone numbers. It is recommended to follow the zoom compute prompts to connect to the meeting

2. You will be muted upon entry to the meeting. When it is the portion of the meeting for Public Comment, your name will be called to speak, and the City Clerk will unmute you.
3. Please begin your comments by stating your name, city of residence, and any organization represented.
4. Please be advised that your comments are being recorded.

Each speaker is allotted 3 minutes and you will be notified when your time has expired.

ADA NOTICE:

Accommodations for persons with disabilities will be provided upon request. Please make arrangements prior to the meeting by calling City Hall at 360-793-2231. For additional information please contact the City at cityhall@ci.sultan.wa.us or visit our web site at www.ci.sultan.wa.us

SULTAN COMMUNITY ALLIANCE BOARD MINUTES

February 22, 2022

Board Chair Koenig called the regular meeting to order at approximately 5:00 p.m. The meeting was a hybrid with attendees both in person at City Hall Council Chambers and via Zoom Internet Conference Service. Board Chair Koenig called roll and the following were in attendance:

ALLIANCE BOARD MEMBERS PRESENT

Katie Koenig
Jennifer Porter
Brandi Hackman
Kelsi Kypreos

STAFF PRESENT

Andy Galuska, Community Development Director
Nate Morgan, Public Works Director
Tami Pevey, City Clerk

It should be noted early in the meeting it was determined that Zoom audio connections were not working properly. Despite several attempts by staff to correct the situation, it could not be corrected. Since the only person in attendance via Zoom was Community Development Director Galuska it was determined the Zoom connection would be left open to assure no members of the public attempted to attend via this link. No other attendees via Zoom were noted during the meeting.

Changes to the Agenda

None

Public Comments

It was noted that Ken Harper and his spouse were in the audience and available for questions during the meeting.

Approval of Minutes

Board Chair Koenig called a roll call vote of minutes; All members approved.

Action/Discussion Items

Events for 2022

The board then turned to continued discussion of events for 2022 as follows:

The board confirmed their decision to pass on Flag Football Camp, Summer Soccer Camp, and Sultan Lights Holiday Lighting Contest in 2022.

Summer Kick-Off

New event board confirmed would be added this year. It was decided that it would be held the last day of school and remain a low-key event. Board members determined someone would need to reach out and confirm the date with the school as a few unanticipated school closures had occurred that might move the expected date. Discussion then turned to event planning and included ideas such as a possible partner with a local church to offer a movie. More detailed discussion on planning was needed as the event got closer.

National Night Out

Confirmed to continue this event. Confirmation on items typically at this event to include vendors, bicycles, race cars, etc. Ken Harper confirmed he would be cooking at the event. Discussion with prior board member Geiger confirmed there is a vendor list created for this event. Staff confirmed they would search the files on hand to see what they could locate and forward that information to the board.

Sultan Swoosh 3-on-3

Confirmation that contact had been made with Sultan Youth Basketball (SYB). They expressed their interest in the event and that their involvement would hinge on locating a chair from their organization to assist Alliance with this event. Further discussion tabled until the board received confirmation from SYB.

Homecoming Prep Rally/Bonfire

Board confirmed they would move forward with this event for 2022 and work with the school district to obtain their support.

Trunk or Treat

Board confirmed this event would be held in 2022.

Tree Lighting and Lighted Parade

Board confirmed this event to be held in 2022. Discussion shifted to collaboration with the Harper family and the need for better coordination at timing at the event regarding parking, arrival of Santa, and various other elements. The Harper family requested assistance in providing cocoa and cookies and confirmed that 24 dozen cookies were provided at the event last year with a few dozen leftover. Suggestion made that maybe a local church could assist with providing cookies. Also suggested that it might be beneficial to reach out to the High School to see if woodshop students could create a holiday photo op type cutout to be set up. Also, discussion of additional decorations needing to be purchased to include a new backdrop. Agreement by all board members that prizes needed to be done differently as well. Further discussion to continue as the event came closer.

Other topics discussed:

Donations

Suggestion on possible ways to raise additional money such as parade entry fee, and 20% of booth sales to vendors who participate. Board in agreement that preferred method was to try to continue to offer a suggested donation rather than implementing actual fees on vendors or participants if they didn't have too. Agreed by all that continued discussion on the topic was needed.

Budget

Clerk Pevey stated in discussion with the Finance Director it was confirmed that the 2022 starting budget for the board was \$4,900 which included a continued special program grant from criminal justice. She then confirmed that in 2021 the board started with a budget of \$8,297. This was higher since unused money from 2020 covid pandemic shutdown had been rolled over into 2021. She also confirmed that they had raised \$2,736 in donations making the total revenues and expenditures for the year \$11, 033. Discussion then shifted to expenditures for 2021, and it was confirmed that staff would provide further detail on expenditures at a future meeting as the board members felt confident that some of the money spent in 2021 was on one-time purchases.

Booth at Shindig

The board was asked if they would have a booth at shindig to promote the board and upcoming events. Staff noted that at the recent council retreat a discussion of a city booth at events such as the farmers market and shindig had been discussed and therefore could be a collaboration of staff, council, and alliance board members sharing shifts during the events. Staff agreed to bring further information to the board at a future meeting.

Meet & Greet with Board Applicant Cline

Applicant Cline was a no show at the meeting; therefore the board members decided to pass on the application. They expressed their desire to have potential applicants attend a few board meetings to show their commitment before approving an applicant. It was confirmed the application process would be left open. Staff confirmed they would continue to push notification of the open position to the public.

Confirmation of Next Meeting Date

Board confirmed the next meeting dates as follows:

- Tuesday, March 8, 2022, at 5:00 p.m.

Adjournment

On a motion by Boardmember Kypreos, seconded by Boardmember Hackman, the board meeting adjourned at approximately 5:45pm.

Katie Koenig, Chair

Tami J. Pevey, City Clerk

Account Code	Revenues	Tami	2021 Actual	2022
109-000-308-80-000	Assigned Cash and Investments- Beginning		5,191	2,900
109-000-336-06-260	CJ Special Programs - Safe Sto		3,106	2,000
109-000-361-11-020	Contributions - Comm Alliance			
	3 on 3		2,520	2,520
	Bon Fire Donation		50	50
	Trunk or Treat Donations, Three Rivers, Betty Lewis		166	166
	Revenues Total		11,033	7,420
	Expenditures	Event		
109-109-573-90-310	Op Supply - Comm Alliance			
1	1)First Aid Training - class (3 boardmembers)	Training	Ck# 38834	2/17/2021 \$30.00
2	CPR Training - test (3 boardmembers)	Training	Ck# 38826	2/17/2021 \$81.75
3	CPR Training - online	Training	Ck# 38834	2/17/2021 \$60.00
4	OfcDepot - Pallet of Water	Supplies	Ck# 39338	7/15/2021 \$243.07
5	Walmart - Basketball Hoop x4	Supplies	Ck# 39370	7/22/2021 \$906.80
6	G2G Rentals - Inflatable play items	NNO	Ck# 39370	7/22/2021 \$560.00
7	Flyin Lions - T-shirts	3on3	Ck# 39436	8/6/2021 \$1,053.02
8	G2G Rentals - Inflatable play items	NNO	Ck# 39491	8/26/2021 \$135.47
9	DuVall's Dazzling Designs - Canopy & Color Changing Cups	Supplies	Ck# 39456	8/26/2021 \$1,372.25
10	Lowes - sink setup	3on3	Ck# 39469	8/26/2021 \$54.79
11	Amazon (Portable Scoreboard/First Aid Kits/Candy Giveaways)	NNO & 3on3	Ck# 39491	8/26/2021 \$289.95
12	SSU Services www.sortseng NY	3on3	Ck# 39491	8/26/2021 \$274.50
13	Red Apple -Bakery Items	NNO	Ck# 39491	8/26/2021 \$46.64
14	Amazon (Snacks/popcorn/trashbags/trays	NNO	Ck# 39491	8/26/2021 \$509.97
15	Russell Athletic Equipment - Bball Hoop Repair Parts	3on3	Ck# 39491	8/26/2021 \$18.20
16	Red Apple - Frozen Food Items	3on3	Ck# 39491	8/26/2021 \$567.54
17	Ice cream	NNO	Ck# 39491	8/26/2021 \$66.96
18	Uline - outdoor sanitation stations	Supplies	Ck# 39489	8/26/2021 \$535.42
19	Big Dogs - 7 volunteer lunches August 8, 2021	3on3	Ck# 39568	9/17/2021 \$80.34
20	Fred Meyer - Candy	TrunkorTreat	Ck# 39818	11/23/2021 \$203.76
21	Grocery Outlet - Candy	TrunkorTreat	Ck# 39818	11/23/2021 \$114.83
22	Fred Meyer - Candy	TrunkorTreat	Ck# 39818	11/23/2021 \$49.91
23	Walmart - Candy	TrunkorTreat	Ck# 39818	11/23/2021 \$428.68
24	Flat Iron Gallery	Lighted Parade	Ck# 39916	12/27/2021 \$49.60
109-109-573-90-410	Professional Services- Communi 2 CPR Trainings			82
109-109-557-20-400	Volunteer Program			
	Expenditures Total		1,066,297	7,733
	Revenues - Expenditures		(1,055,263)	(313)

If spent the same amount as last year