



CITY OF SULTAN COMMUNITY ALLIANCE BOARD MEETING

319 Main Street, Sultan WA 98294

June 7, 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

Action/Discussion Items

- 1) Resignation of Board member Marshall
 - a. Accept resignation
 - b. authorize staff to post vacant board position.
- 2) Events for 2022 (To include, but not limited to the following)
 - a. Continued discussion on dates, budget, and details for each planned event

Summary of Meeting Results and Actions for Next Meeting

- 1) Confirmation of next meeting date
 - i. Tuesday, June 14, 2022
 - ii. Tuesday, June 21, 2022 – Summer Kick Off Event

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



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Board Member/Staff Comments

Action/Discussion Items

- 1) Resignation of Board member Marshall
 - a. Accept resignation
 - b. authorize staff to post vacant board positions.
- 2) Events for 2022 (To include, but not limited to the following)
 - a. Finalize details for Summer Kick Off Event
 - b. Update on upcoming events set for later in the year

Summary of Meeting Results and Actions for Next Meeting

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

- 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/85941195462?pwd=R1VzUXpXSXg5eGdkVHphOS95OG5vZz09>
 - Phone #: (253) 215-8782
 - Meeting ID: 859 4119 5462
 - Passcode: 749650
 - 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

- 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.
- Please begin your comments by stating your name, city of residence, and any organization represented.
- 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

From: [Ken Marshall](#)
To: [Tami Pevey](#); [Katie Koenig](#)
Cc: [Russell Wiita](#); [Andy Galuska](#); [Will Ibershof](#)
Subject: Marshall resignation
Date: Tuesday, May 31, 2022 2:47:28 PM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

To whom it may concern

I Ken Marshall have to resign from my position on the community alliance board due to a conflict or interest with my new job working for the city of sultan. My resignation is effective upon receipt for this letter.

Sincerely
Ken Marshall

Sent from my iPhone

Project/Event Name:

SUMMER KICK OFF

Purpose/Goal:

Event Date:

Tuesday, June 21, 2022 (i.e. last day of school)

Event Time:

5:00 pm to 7:00 p.m.

Event Location:

1st & Main Street (River Park)

Event Elements:

Elements identified: basketball hoops, games to include cornhole, face painting, music, bouncy houses, food, ice cream, water activities, etc...

Possible partner w/church to offer a movie

Inflatables from G2G Rentals

Food truck vendors: suggestion of one (i.e. Maria's) - board member to confirm availability

- Fire Department water activity
- SHS Cheerleaders face painting
- 4 basketball hoops set up for street game play
- Cornhole activity setup
- Bubble pool and Sand tables - Confirmed by Preschool
- Music to include karaoke - Crosswater Church Reviewing
- Popcorn
- Soccer nets for soccer play
- Potential carnival type games (i.e., balloon dart throw, etc...)
- Potential church to take on ice cream sundae - confirmed Crosswater Church
- Dunk Tank or Pie in the Face Booth to raise donations for future events - Dunk Tank a No Go due to repairs
- Large scale board games such as connect 4 and chess
- Food truck: Offer to Maria's to see if available.
- Call for vendors for event as well as volunteers; staff to work on application and posting to city website and Facebook pages.
- Oriental Trading Company for potential prizes

Volunteer Needs

- o Traffic
- o Information
- o Setup
- o Tear Down
- o Trash
- o Signage
- o Parking
- o Office/Backend

Project/Event Name: NATIONAL NIGHT OUT

Purpose/Goal: A national community-building campaign that promotes police-community partnerships.

Event Date: Tuesday, August 2, 2022

Event Time:

Event Location:

Staging Location:

Event Elements:

example (Vendors, Food Trucks, live music, parade)

Elements confirmed to include food vendors, bicycles, race cars etc.

1) Food Vendor Confirmation Ken Marshall

2) Received Donation of 12 bicycles UNKNOWN VENDOR and to be awarded

Currently stored at public works field office

Fire Dept/Boy Scouts offer in raffle

3) Vendor contact list on file from 2019

Resources:

People:

Planning

Board Representative:

Committee Chairs:

Running

Volunteer Needs

- o Traffic
- o Information
- o Setup
- o Tear Down
- o Trash
- o Signage
- o Parking
- o Office/Backend

Materials/Equipment:

Qty	Description	Source	Cost	Extended Cost

Total

Project Initial Action Meeting Date:

Project/Event Name: SULTAN SWOOSH 3 ON 3 BASKETBALL TOURNAMENT

Purpose/Goal: (Sultan Youth Basketball Partnership)
SYB Representatives Elizabeth Emmons & Christine Olson

Event Date: Saturday, August 6, 2022

Event Time:

Event Location:

Staging Location:

Event Elements:

- example (Vendors, Food Trucks, live music, parade)
Elements confirmed: Heavy Volunteer Commitment/Coordination, Basketball Hoops, T-Shirts, colored duct tape
- 1) pay app or other online payment system to register
 - 2) T-shirts vs Trophies (Vendor Pacific NW Traffic Control) - sizes noted on vendor registration form
Logo confirmation with SYB for shirts
T-shirt for Champions NOT Volunteers
 - 3) Trophies (Potential Vendor Evergreen State Fairgrounds)
Boardmember Marshall to research cost
 - 4) colored duct tape
 - 5) Cost: Reviewing possible fee increase to \$75 or \$80

Resources:

People:

Planning

Board Representative:
Committee Chairs:

Running

- Volunteer Needs
- o Traffic
 - o Information
 - o Setup
 - o Tear Down
 - o Trash
 - o Signage
 - o Parking
 - o Office/Backend

Materials/Equipment:

Qty	Description	Source	Cost	Extended Cost

Total

Project Initial Action Meeting Date:

Project/Event Name: HOMECOMING PEP RALLY/BONFIRE

Purpose/Goal:

Event Date: October TBD

Event Time:

Event Location:

Staging Location:

Event Elements:

example (Vendors, Food Trucks, live music, parade)

Resources:

People:

Planning

Board Representative:

Committee Chairs:

Running

Volunteer Needs

- Traffic
- Information
- Setup
- Tear Down
- Trash
- Signage
- Parking
- Office/Backend

Materials/Equipment:

Qty	Description	Source	Cost	Extended Cost

Total

Project Initial Action Meeting Date:

Project/Event Name: TRUNK OR TREAT

Purpose/Goal:

Event Date: Monday, October 31, 2022

Event Time:

Event Location:

Staging Location:

Event Elements:

example (Vendors, Food Trucks, live music, parade)

Resources:

People:

Planning

Board Representative:

Committee Chairs:

Running

Volunteer Needs

- Traffic
- Information
- Setup
- Tear Down
- Trash
- Signage
- Parking
- Office/Backend

Materials/Equipment:

Qty	Description	Source	Cost	Extended Cost

Total

Project Initial Action Meeting Date:

Project/Event Name: HOLIDAY LIGHTED PARADE/TREE LIGHTING

Purpose/Goal:

Event Date: December 10, 2022 (Tentative)

Event Time:

Event Location:

Staging Location:

Event Elements:

example (Vendors, Food Trucks, live music, parade)

1) Need better coordination & timing regarding parking, arrival of Santa

2) assistance requested to provide cocoa & cookies from Marshall family

24 dozen at least years event with a few dozen left over

suggestion local church could assist

3) new decorations and SHS woodshop students might assist as a school project

4) New backdrop purchase and additional decoration purchases needed

5) Trophies versus Prizes

Resources:

People:

Planning

Board Representative:

Committee Chairs:

Running

Volunteer Needs

- Traffic
- Information
- Setup
- Tear Down
- Trash
- Signage
- Parking
- Office/Backend

Materials/Equipment:

Qty	Description	Source	Cost	Extended Cost

Total

Project Initial Action Meeting Date: