



CITY OF SULTAN COMMUNITY ALLIANCE BOARD MEETING

319 Main Street, Sultan, WA 98294

March 18, 2024 – 5:00 PM

IN PERSON AND REMOTE ATTENDANCE AVAILABLE
SEE PAGE 2 FOR INSTRUCTIONS ON ATTENDANCE VIA ZOOM
& SUBMITTING WRITTEN PUBLIC COMMENT

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) Event Planning Discussion for 2024 to include, but not limited to:
 - a. Recurring Events
 - i. Fire Department Open house and Pine Wood Derby Race
 - ii. Summer Kick Off
 - iii. 3 on 3 Basketball tournament
 - iv. National Night Out
 - v. Home Coming Parade
 - vi. Trunk or Treat
 - vii. Tree lighting and lighted Parade
 - b. New Events the board is interested in discussing.
 - i. Movies in the Park
 - ii. Donkey Basketball

Next Alliance Board Meeting Date Confirmation:

Potential Dates include the following

(Typically the 1st and 3rd Mondays at 5:00 pm)

- Monday, April 1
- Monday, April 15
- Monday, April 22 (if need final meeting before event)
- Other dates as approved by the board.

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 MEETING AND INSTRUCTIONS
ON PROVIDING REMOTE ORAL PUBLIC COMMENT:**

- At the time of the meeting (or shortly before or after) on the day of the meeting, 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 Phone: (253) 215-8782
 - Via Computer:
 - <https://us02web.zoom.us/j/8909923663?pwd=OU00cXNzdkdkbFpmeC9RS3pWWVRmUT09&omn=86150573777>
 - Meeting ID: 890 992 3663
 - Passcode: 123456

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 computer 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

SULTAN COMMUNITY ALLIANCE BOARD MEETING MINUTES

March 4, 2024

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

ALLIANCE BOARD MEMBERS PRESENT

Katie Koenig
Raeanna Marshall
Jyl Stoltenberg
Megan Clark
Forrest Vicars

STAFF PRESENT

Nate Morgan, Public Works Director
Ken Marshall, Building Inspector
Tami Pevey, City Clerk

OTHERS PRESENT OF NOTE

Dan Chaplik, School Superintendent
Seth Johnson, Fire Chief

Discussion Items

Safe Stop

The board acknowledged that Safe Stop for teens was kicking off soon and reminded each other to sign up to volunteer to assist the Volunteers of America.

High School Gifts for State/National Competitors

The board discussed the recent send off of the high school basketball team headed to state and the inability to send a gift pack from the Alliance due to the short notice and inability for the board to meet to vote to approve. Discussion on whether the group should continue this tradition or if it is better suited to a different group. No official determination made at the meeting.

Clean up Events

Discussion amongst the board about honoring the roots of the Alliance board by organizing potential cleanup events. Public Works Director Morgan gave some insight into this aspect of the board. After some discussion no official decision was made by the board at the meeting.

Request to borrow Basketball Hoops

Former Alliance Board Member Kypreos representing the senior parents requested to borrow two basketball hoops for the senior grad night event scheduled for June. On a motion by Board member Koenig, seconded by Board member Marshall, the Alliance board granted the senior parents group permission to borrow the basketball hoops for their event; Motion passed 5-0.

Event Planning Discussion for 2024 to include, but not limited to:

Fire Department Open house and Pine Wood Derby Race

The following elements of the event were discussed:

- Staff confirmed they had placed the order for pinewood derby cars and anticipated delivery sometime in March.
- Confirmation that no additional volunteers or vendors were needed for the event.
- Board member Clark shared the details on the derby track situation. She confirmed there was still an issue with the new track missing parts but was still unclear what parts were missing. The old wood track was still available. Discussion amongst members with all in agreement to plan on using the old wood one. Board member Clark confirmed she would obtain more details to bring to the next meeting on the status of both derby car tracks.
- The Board confirmed the event would start at noon with races kicking off at 12:30 p.m. and the event winding down when the races were completed, aiming for a 2:00 p.m. event finish time.
- Board members requested staff post a sign announcing the open house one week before the event to draw

- more attention.
- Cars to be dispersed to JB Fitness, Cascade RV, Sultan Library, and Sultan City Hall for pickup prior to the event; ages ranges would remain the same as follows: Age 0-5; Age 6-8; Age 9-11; Age 12-17; and a final special run for modified competitors. Board member Viccars confirmed the rules for the modified class were posted on the boy scout website and were focused on weight. More details to be brought to a future meeting.
 - Board member Marshall shared the flyers she prepared and all in agreement on the green flyer for the event with some minor modifications.
 - Equipment requested that the public works department provide for the event included the following:
 - Markers and stickers for attendees to decorate cars on site.
 - Buns, condiments, chips, hot dog boats, and water for approximately 300 guests
 - 2 pop up tents, 2 tables, 6 chairs, 1 set of bleachers, sandwich board signs, and possibly additional garbage cans.
 - Staff member Ken Marshall confirmed that he could get 1200 hotdogs donated for the year's events from a local vendor and would work with staff on the remainder of the items needed for the food service end of the event.
 - Discussion on possible prizes to be awarded. Board member Stoltenberg confirmed that JB Fitness would be willing to offer smoothie gift cards again this year as prizes.

Summer Kick Off

Brief discussion on items needed to include flyers to start promoting the event to vendors. The board approved the year at a glance flyer with some minor modifications to get the ball rolling.

Student Rep

Clerk Pevey provided an update on the status of her discussion with the Mayor regarding a student rep. The mayor recommended in favor of inviting students to a meeting. This was discussed with Superintendent Chaplik as well. Word had been sent out via the High School Principal Whitmire and two students had responded expressing interest: Brooke Jackson and Maria Vazquez. After further discussion, the board asked staff to send a notice to invite students to attend the next meeting to provide their input.

Donkey Basketball:

Board member Koenig expressed interest in considering adding this event, possibly in the fall. Superintendent Chaplik explained the issues with the gym and suggested it would need to be in another location. Brief discussion on the possibility of hosting the event at Osprey Park. Koenig requested this be tabled to the next meeting for further discussion.

Movies in the Park

Board member Koenig requested this topic be added to the next meeting for board consideration.

Confirmation of Next Meeting Date

Board confirmed the following upcoming meeting dates:

- Monday, March 18th at 5:00 p.m.

Adjournment

On a motion by Board member Koenig, seconded by Board member Marshall, the board meeting ended at approximately 6:03 p.m.

Katie Koenig, Chair

Tami Pevey, City Clerk

The Sultan Community Alliance and City of Sultan
Presents...

20
24

EVENTS

UPCOMING



APRIL

APRIL 28 : PINEWOOD
DERBY AND OPEN HOUSE

JUNE

LAST DAY OF SCHOOL:
SUMMER KICK OFF

AUG

AUG 6: NNO
AUG 17: 3 ON 3

OCT

OCT 16: HOMECOMING
PARADE/PEP RALLY
OCT 31: TRUNK OR TREAT

NOV

NOV 11: VETERAN'S DAY

DEC

DEC 7: LIGHTED PARADE/
TREE LIGHTING

Fire Department Open house and Pine Wood Derby Race Date: Sunday, April 28, 2024

✓	Require Completion Date	Description of Task	Alliance Member Assigned
✓	2nd Meeting in March	Flyer due for event	
	Early April 2024	Site plan done	
	2nd Meeting in March	flyer distribution list	
✓	February/March	determine what vendors are needed for event	food vendor Big Dogs
✓	March 2024	Volunteers and staffing needs assessment	board & FD staff
✓	February 2024	Confirm date and time with fire District 5	Noon - 2pm
	February 2024	Confirm Pinewood Derby track availability and logistics to get it to event	
✓	February 2024	list of supplies needed to be ordered	in progress
	2nd Meeting in March	special events permit completed	
	April 2024	vendors committed	
	April 2024	Distribute flyer / post to social media	
	April 2024	final check on all members duties at the event	
	April 2024	Repost to social media	
✓	Sunday, April 28, 2024	Event Date	

Summer Kick Date: Tentatively June 20, 2024 (Pending School Confirmation)

✓	Require Completion Date	Description of Task	Alliance Member Assigned
	March???, 2024	Flyer due for event	
	March???, 2024	Site plan done	
		flyer distribution list	
		determine what vendors are needed for event	
	April???, 2024	Volunteers and staffing needs assessment	
		list of supplies needed to be ordered	
	April???, 2024	special events permit completed	
	May???, 2024	vendors committed	
		Distribute flyer / post to social media	
	May???, 2024	final check on all members duties at the event	
		Repost to social media	
	June???, 2024	Event Date	

National Night Out Against Crime Tuesday, August 6, 2024

✓	Require Completion Date	Description of Task	Alliance Member Assigned
	May???, 2024	Flyer due for event	
	May???, 2024	Site plan done	
		flyer distribution list	
		determine what vendors are needed for event	
	May???, 2024	Volunteers and staffing needs assessment	
		list of supplies needed to be ordered	
	June???, 2024	special events permit completed	
	June???, 2024	vendors committed	
		Distribute flyer / post to social media	
	June???, 2024	final check on all members duties at the event	
		Repost to social media	

Tuesday, August 6, 2024	Event Date	
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Sultan Swoosh 3-on-3 Basketball Tournament Date: Saturday, August 17, 2024		
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✓	Require Completion Date	Description of Task	Alliance Member Assigned
	May???, 2024	Flyer due for event	
	May???, 2024	Site plan done	
		flyer distribution list	
		determine what vendors are needed for event	
	May???, 2024	Volunteers and staffing needs assessment	
		list of supplies needed to be ordered	
	June???, 2024	special events permit completed	
	June???, 2024	vendors committed	
		Distribute flyer / post to social media	
	July???, 2024	final check on all members duties at the event	
		Repost to social media	
	August ???, 2024	Event Date	

Homecoming Pep Rally October TBD (Pending School Confirmation)		
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✓	Require Completion Date	Description of Task	Alliance Member Assigned
	July???, 2024	Flyer due for event	
	July???, 2024	Site plan done	
		flyer distribution list	
		determine what vendors are needed for event	
	August ???, 2024	Volunteers and staffing needs assessment	
		list of supplies needed to be ordered	
	August ???, 2024	special events permit completed	
	September???, 2024	vendors committed	
		Distribute flyer / post to social media	
	September???, 2024	final check on all members duties at the event	
		Repost to social media	
	October TBD	Event Date	

Trunk or Treat Thursday, October 31, 2023		
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✓	Require Completion Date	Description of Task	Alliance Member Assigned
	July???, 2024	Flyer due for event	
	August ???, 2024	Site plan done	
		flyer distribution list	
		determine what vendors are needed for event	
	August ???, 2024	Volunteers and staffing needs assessment	
		list of supplies needed to be ordered	
	September???, 2024	special events permit completed	
	September???, 2024	vendors committed	
		Distribute flyer / post to social media	
	October ???, 2024	final check on all members duties at the event	

		Repost to social media	
	Thursday, October 31, 2023	Event Date	

Holiday Tree Lighting and Lighted Parade Saturday, December 7, 2024			
✓	Require Completion Date	Description of Task	Alliance Member Assigned
	September???, 2024	Flyer due for event	
	September???, 2024	Site plan done	
		flyer distribution list	
		determine what vendors are needed for event	
	October ???, 2024	Volunteers and staffing needs assessment	
		list of supplies needed to be ordered	
	October ???, 2024	special events permit completed	
	November ???, 2024	vendors committed	
		Distribute flyer / post to social media	
	November ???, 2024	final check on all members duties at the event	
		Repost to social media	
	December ???, 2024	Event Date	



Fire District 5

OPEN HOUSE AND PINEWOOD DERBY RACE

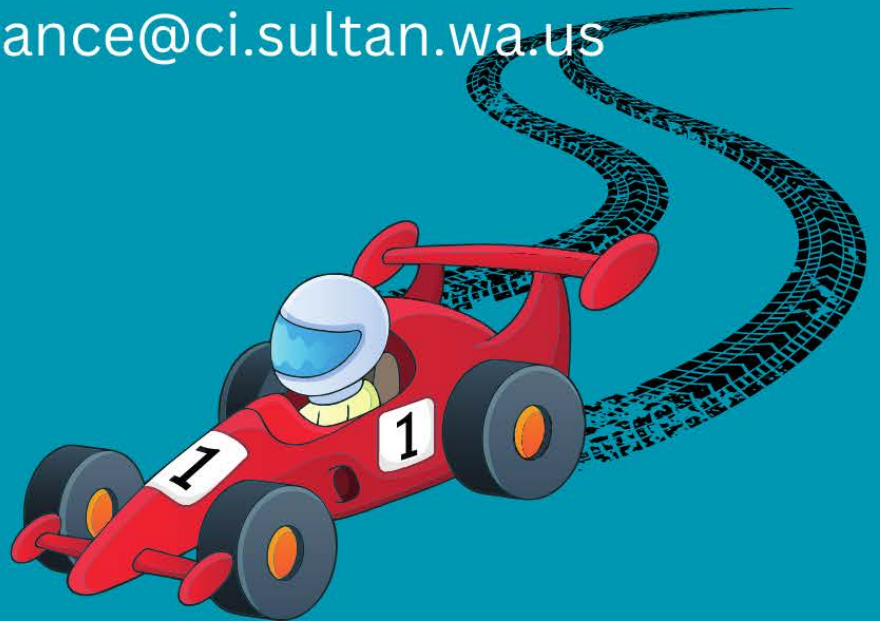
SUNDAY APRIL 28TH 12pm



Derby Info:

- Pick up your free car kit in advance at the library, JB Fitness or Cascade RV. Cars also available day of at the fire station.
- Races begin at 12:30pm
- Check out our new modified division!

For more information, contact
communityalliance@ci.sultan.wa.us





Fire District 5

OPEN HOUSE AND PINEWOOD DERBY RACE

SUNDAY APRIL 28TH 12pm

MODIFIED DIVISION RULES

All cars must pass the following inspection to qualify for the race:

1. Width shall not exceed 2-3/4 inches.
2. Length shall not exceed 7 inches.
3. Weight shall not exceed 5 ounces.
4. Axles, wheels, and body shall be from the materials provided in the kit. Additional wheels can be purchased separately.
5. Wheel bearings, washers, and bushings are prohibited.
6. No lubricating oil may be used. Axles may be lubricated with powdered graphite or silicone.
7. The car shall not ride on any kind of spring.
8. The car must be free-wheeling, with no starting devices.
9. No loose materials of any kind are allowed in the car.

For more information, contact communityalliance@ci.sultan.wa.us



5696 Entiat River Rd, Entiat WA 98822 Email: info@donkeysports.com

Game Schedule & Prices

-  Home
-  We Provide...
-  How It Works
-  Schedule & Prices 
-  Where To Start
-  Applications

DONKEY BASKETBALL

	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Washington	X	X	X	X	X	X	X	X
Oregon	X	X	X	X	X	X	X	X
N. Idaho	X	X	X	X	X	X	X	X
S. Idaho					X	X	X	
Montana					X	X	X	
Wyoming						X	X	
Nevada				X	X	X		
Utah				X	X	X		

(Check availability for Northern Nevada & Northern Utah)

DONKEY BASEBALL

	May	June	July	August
Washington	X	X	X	X
Oregon	X	X	X	X
N. Idaho	X	X	X	X
W. Montana	X	X	X	X

(For Donkey Baseball: Flat fee only - call for the cost to come to your town)



ADMISSION PRICES

	Advance	Gate
Adult	\$8.00	\$9.00
Student (7-12)	\$6.00	\$7.00
Child (K-6)	\$4.00	\$5.00
(Prices may be raised but not lowered)		

[CLICK HERE TO DOWNLOAD A BLANK APPLICATION FORM.](#)

NOW SCHEDULING GAMES SEVEN DAYS A WEEK 1-800-497-3012
Office Hours: 7:00am - 10:00pm