



CITY OF SULTAN COMMUNITY ALLIANCE BOARD MEETING

319 Main Street, Sultan, WA 98294

April 1, 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) Discussion about donating a percentage of 3on3 registration proceeds
- 2) 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 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=88151343933>
 - 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 18, 2024

Co-Chair Marshall 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 (Remote)
Raeanna Marshall
Jyl Stoltenberg
Megan Clark
Forrest Vicars (Absent)

STAFF PRESENT

Nate Morgan, Public Works Director
Tami Pevey, City Clerk

OTHERS PRESENT OF NOTE

Craig Hess, Police Chief

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:

- Board member Marshall confirmed the flyers are completed with a QR code to take citizens to the website for more information; staff okay to distribute flyers via social media platforms.
- Clerk Pevey confirmed cars are here, but bags to sort them into not quite arrived yet; advised board to be prepared to sort at the next meeting and will be able to distribute shortly thereafter to the distribution locations.
- Board members reviewed the modified rules and confirmed the additional items needed for the event to include a scale and measuring tape. Board member Stoltenberg confirmed she would be willing to confirm that modified entries met the requirements. Board members suggested Board member Vicars might be able to assist since he provided the modified rules.
- Items needed for the event confirmed as follows:
 - 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.
 - Fire Department to provide extra tables and chairs for citizens wishing to sit while eating.
- Board member Clark confirmed the wood track was available for use and that it needed to be picked up. Board member Marshall confirmed she would take care of that on the day of the event.
- The board confirmed that no extra vendors were needed for this event.

Summer Kick Off

The board requested that staff advertise the event via the social media platforms available. Also requested staff to push the event out to last year's vendors to start interest for the event.

- The board confirmed the type of vendors they wanted for this event included kid-oriented events and activities that students could do in the summer. Discussion of various food vendors and Board member Koenig confirmed she had reached out to Maria's Taco Truck and received a tentative confirmation that they would be in attendance.
- Suggested time of the event to run from 5:00 p.m. to 7:00 p.m.
- Staff authorized to order one obstacle course and one slide from the Big Bounce Bros.
- Chief Hess stated he was working with 8 different law enforcement agencies to confirm their attendance and suggested a short parade of law enforcement agencies to run down Main Street starting at 8th street. Discussion on the route and it was determined that during event setup, the goal would be to leave 1st Street open for the law enforcement and fire department agencies and place all other vendors along Main Street.
- Public Works Director Morgan confirmed he would complete the special events permit for the event.

It was noted at approximately 5:32 p.m. that Board member Koenig left the meeting.

Additional Events Information:

Social Media Advertisements

Staff also confirmed they would create a Facebook event for all of the events planned for the year; and Board member Marshall confirmed she would start prepping flyers for the remainder of the events for the year. Discussion on how to post the events via the school; Staff confirmed they would reach out to the administration office to get the information onto that platform as well.

Additional Events Advertisements

Chief Hess confirmed he was also hosting the Drug Take Back Event and Community Shredding Event and asked the board for assistance in spreading the word about these two events as well. Board requested the Chief send the informational flyers along and they would be sure to spread the word.

Donkey Basketball:

Discussion held for a future meeting as Board member Koenig was not present to discuss.

Movies in the Park

Discussion held for a future meeting as Board member Koenig was not present to discuss.

Confirmation of Next Meeting Date

Board confirmed the following upcoming meeting dates:

- Monday, April 1st at 5:00 p.m.

Adjournment

On a motion by Board member Marshall, seconded by Board member Clark, the board meeting ended at approximately 5:36 p.m.

RaeAnna Marshall, Chair

Tami Pevey, City Clerk

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

20
24

UPCOMING
EVENTS

APRIL
MAY
JUNE
JULY
AUGUST
SEPTEMBER
OCTOBER
NOVEMBER
DECEMBER

APRIL

APRIL 28 : PINewood
DERBY AND OPEN HOUSE

JUNE

LAST DAY OF SCHOOL:
SUMMER KICK OFF

AUGUST

AUG 6: NNO
AUG 17: 3 ON 3

OCTOBER

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

NOVEMBER

NOV 11: VETERAN'S DAY

DECEMBER

DEC 7: LIGHTED PARADE/
TREE LIGHTING



SCAN ME

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

**City of Sultan, WA
2024 COMMUNITY ALLIANCE EVENTS**

HOLIDAY	DAY OBSERVED
Fire Dept Open House/Pinewood Derby Race	End of April Sunday, April 28
Summer Kick Off	Last day of School (??Thursday, June 20) <i>Pending School Confirmation</i>
National Night Out	Tuesday, August 6
Sultan Swoosh 3-on-3 Basketball Tournament	Saturday, August 17
Homecoming Parade/Pep Rally	Mid-October (??Wednesday, October 16) <i>Pending School Confirmation</i>
Trunk or Treat	Thursday, October 31
Veterans Day	Monday, November 11
Tree Lighting/Lighted Parade	Saturday, December 7

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			
✓	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)			
✓	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			
✓	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.

Inflatable Rentals for Summer Kick Off - input needed

Tami Pevey <tami.pevey@ci.sultan.wa.us>

Tue 3/19/2024 4:49 PM

To:Community Alliance Board <communityalliance@ci.sultan.wa.us>

Cc:Julie Gratteau <julie.gratteau@ci.sultan.wa.us>;Ben MacDicken <ben.macdicken@ci.sultan.wa.us>

I reached out to Big Bounce Bros to determine the following for the summer kick off event. Their website is helpful: <https://bigbouncebros.com/>

I was thinking...

- wet dry slide
 - thinking [beach vibes](#)
 - but could go with [pineapple express](#) for a dual lane combo

- obstacle course
 - [Jungle obstacle course C](#) combines bounce house/slide/obstacle, but is massive at 50 feet
 - but could go smaller with [tye dye u-turn](#)

They had lots of other options, but after speaking with them I realized I needed to know River Park limitations on inflatables... Since the event is on a week day, the company assured me we still have some time to decide since most of their rentals are weekends (Friday - Sunday).

Ben from our public works team was kind enough to go out and give me some options. (See map with suggested areas and dimensions noted below). He states...

Here are 3 examples of level areas within the grass. Obviously you have a closed road as an option. Flat but hard surface. The area west of 1st Street is large and flat-ish as well. The website is helpful on the wet dry slides but the large obstacle course is pretty massive. But in the massive picture I see it on a hard surface. Probably not what you are looking for as far as what will fit. This might be a good one for the board to walk these areas and propose what they are thinking. If you stay to the south side of Main and the west side of main power is available.

Input from the board is needed, specifically decision on layout of the park and location for these objects. This will be on the next agenda for decision, but thought you could think about it, check out the website, and maybe walk the site in your spare time to start thinking layout and what would you think would work best here.



Sincerely,
Tami Pevey
City Clerk
City of Sultan
Email: tami.pevey@ci.sultan.wa.us
Phone: 360.793.1811
Fax: 360.793.3344

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Donkey basketball

Katie Koenig <jokatie@hotmail.com>

Mon 1/22/2024 9:11 PM

To: Tami Pevey <tami.pevey@ci.sultan.wa.us>; Nate Morgan <nate.morgan@ci.sultan.wa.us>; Ben MacDicken <ben.macdicken@ci.sultan.wa.us>; RaeAnna Marshall <raeanna12@hotmail.com>; Julie Gratteau <julie.gratteau@ci.sultan.wa.us>; Jen Porter <jen.porter@outlook.com>; Brandi Hackman <brandi_hackmann@yahoo.com>; Jyl Stoltenberg <jcoh83@gmail.com>

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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

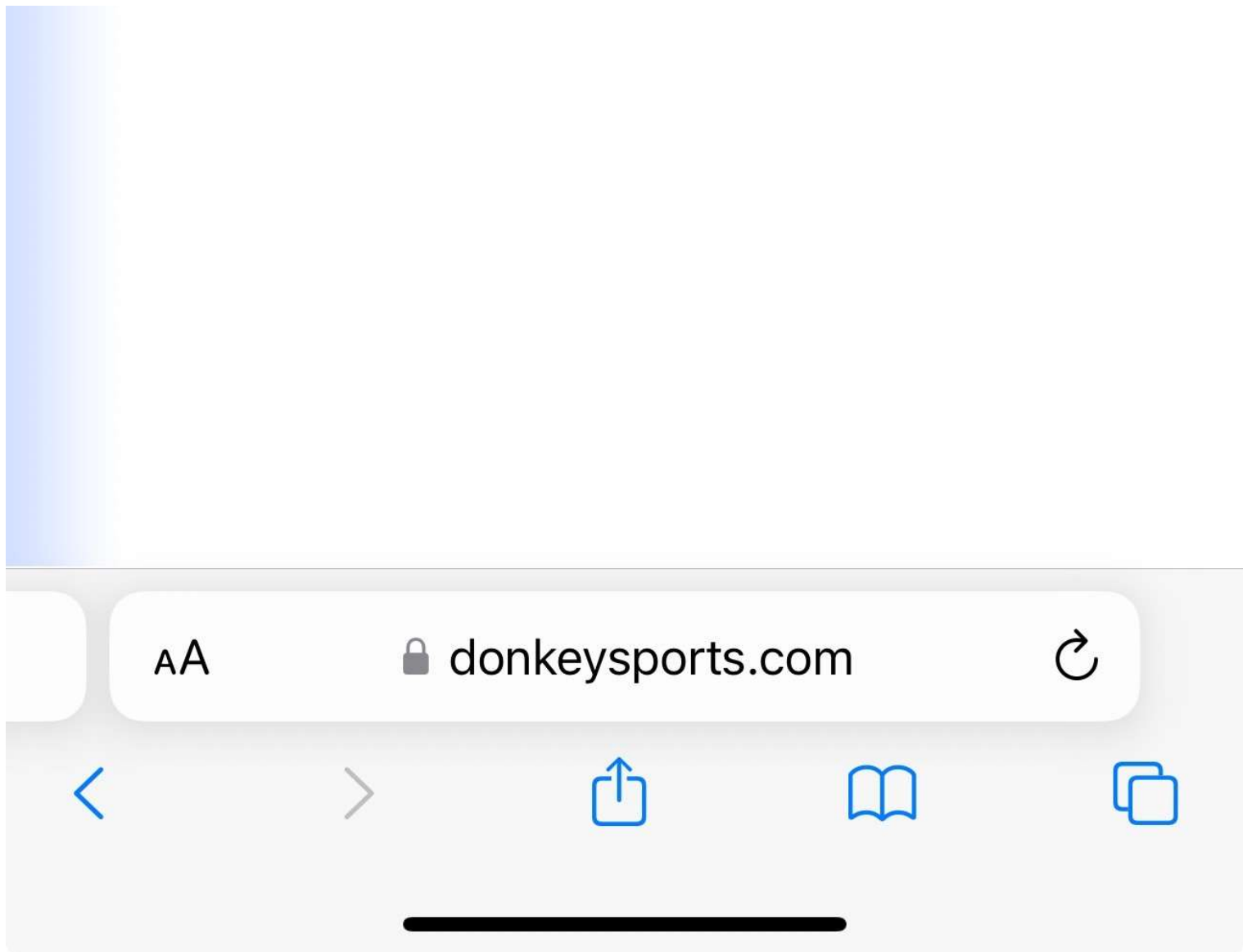
(For Donkey Baseball: Flat fee only - call for the cost to come to your town)

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 1-800-487-3913
Office Hours: 7:00am - 10:00pm



Sent from my iPhone