



CITY OF SULTAN COMMUNITY ALLIANCE BOARD MEETING

319 Main Street, Sultan, WA 98294

March 4, 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) Staff update on the following:
 - a. Safe and Sober Grad Night celebration request to use 2 of the 3 on 3 hoops

- 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.

Next Alliance Board Meeting Date Confirmation:

Potential Dates include the following

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

- Monday, March 18
- Monday, April 1
- 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=OU00cXNzdkd_kbFpmeC9RS3pWVVRmUT09&omn=84922619641
 - 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

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



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Delivery Date Changed

Hi Julie,

Thank you for recent order at Oriental Trading Company.

We regret to inform you that your recent order **#730060030** may arrive on a different date than you were originally quoted. Please click on the button below to see your updated tracking status.

[**REVIEW ORDER DETAILS**](#)

If the button above does not get you connected, please use the link below.

<https://www.orientaltrading.com/web/order/showFindOrder?ac=track&en=EDDCHANGE&ec=eddchange>

Please note, shipping carriers are experiencing nationwide delays — your order may be delayed once it leaves our building.

Your Order Details

Order #: [730060030](#)

Date: **02/27/2024**

Customer #: **85840951**

Shipping Address:

CITY OF SULTAN

JULIE GRATTEAU

703 1ST ST

Sultan, WA 98294

julie.gratteau@ci.sultan.wa.us

Billing Address:

CITY OF SULTAN

Julie Addington

Po Box 1199

Sultan, WA 98294

Approximate delivery date is March 4th – March 7th.

Carnival

Debbie Cople <debbie@skyvalleychamber.com>

Mon 2/5/2024 4:15 PM

To: Russell Wiita <Russell.Wiita@ci.sultan.wa.us>; Melody Dazey <melody.dazey@skyvalleychamber.com>; Community Alliance Board <communityalliance@ci.sultan.wa.us>; Lynsey Gagnon <LGagnon@voaww.org>; Katie O'Hara <kohara@voaww.org>; Abby Thompson (<abthompson@voaww.org>) <abthompson@voaww.org>

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.

Hello everyone,

The Carnival is unable to be at the Shindig this year due to the fact that July only has 4 weekends this year and we got squeezed out. The carnival is willing to come set up the weekend of June 28, 29 & 30. For a family fun weekend. The proposal for you is: do you want to join forces and do the end of summer parties, etc on that weekend all together? We'd still have Shindig July 12, 13 & 14. So this would be a second event.

Can we handle it? Do you want to promote it as a Family Fun event and all of us partner to bring the carnival to town? Or should be just not have the carnival? We haven't committed to anything yet.

Thanks,
Debbie



[Debbie Cople, Director](#)
[Sky Valley Chamber of Commerce & Visitor Information Center](#)
320 Main Street
PO Box 46
Sultan, WA 98294
360-793-0983
www.skyvalleychamber.com

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	
	March 2024	Volunteers and staffing needs assessment	
	February 2024	Confirm date and time with fire District 5	
	February 2024	Confirm Pinewood Derby track availability and logistics to get it to event	
	February 2024	list of supplies needed to be ordered	
	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	