



CITY OF SULTAN
COMMUNITY ALLIANCE BOARD MEETING
319 Main Street, Sultan, WA 98294

June 3, 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. Summer Kick Off
 - ii. 3 on 3 Basketball tournament
 - iii. National Night Out
 - iv. Home Coming Parade
 - v. Trunk or Treat
 - vi. 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, June 17
- Monday, July 1
- Monday, July 15
- 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=83700986873>
 - 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
May 13, 2024

Chair Koenig called the regular meeting to order at approximately 5:00 p.m. The meeting was a hybrid with attendees in person and online 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 (via zoom)
Jyl Stoltenberg
Megan Clark
Forrest Vicars (via zoom)

STAFF PRESENT

Nate Morgan, Public Works Director

Discussion recapping the Fire Department Open house and Pine Wood Derby Race.

Items that the board would like to change or improve on:

- Next year we need to have some cars already put together so that the little kids can just decorate.
- Need to bring more hammers so that more kids can put the cars together at once.
- discussion about how they believe the rainy weather affected the event and that we need to advertise that the event will be held indoors if it is raining.
- Next year we need to plan on serving only 200 hot dogs there were quite a few left over this year
- we need to take the flyer and make it a quarter page and attach it to the bags that came with the car kits to advertise the event better next year.
- need to do more advanced advertising on Facebook and city website.

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

Movies in the Park

Director Morgan confirmed that we received the information needed to order the screen and projector and that they have been ordered and are expected to arrive around May 16th. No other discussion was had about movies in the park.

Summer Kick Off

Director Morgan started the discussion letting the board know that he had sent out the list of what public works applied for the event last year. It was discussed that they will not be doing root beer floats at this event because Mountain View church will be supplying popsicles. Also, Jyl Stoltenberg confirmed that JB fitness would be doing snow cones.

The board requested that staff advertise the event via the social media platforms available. Director Morgan mentioned he had not received the flyer yet and would push it out as soon as he got it because the board requested staff to push the event out to last year's vendors to start interest for the event.

- **Director Morgan to handle this and forward the list to Katie Koenig.**
- **Raeanna Marshall committed to reaching out to their gymnastics organization as well as Jump Rattle and Roll.**
- **Director Morgan would be reaching out to the Monroe Youth Football board about setting up a booth.**

There was additional discussion about activities needed to try to draw some of the more middle school to high school aged kids in they talked about a fake axe throwing set up that could be bought from Costco **board member Koenig made a motion to spend \$100 to purchase the axe throwing kit from Costco. This was seconded by board member Marshall, all were in favor. Board member Clark was to e-mail city staff what was is going to be purchased.**

There was also a discussion about the sidewalk chalk and how we have plenty there was only 1/2 gallon of bubble juice for the bubble machine so at this time **board member Koenig authorized city staff to purchase 3 gallons of bubble juice and are not to spend more than \$100 to do so. This was seconded by board member Clark, and all were in favor.**

Last part of the discussion was reviewing some additional needs on the list from public works the updated list is as follows:

- City Staff needs to get and bring:
 - Closing the road
 - 2 - pop up tents
 - 10- chairs
 - 4- tables
 - 2- Bubble machines
 - Power cord for bubble machine
 - 3- power boxes one at veterans memorial, one at the bottom of the ped bridge one in front of the gazebo
 - 6-cases of water
 - 1- cooler
 - 2- basketball hoops
 - Sidewalk chalk
 - Face paint
 - 4 trash barrels
 - 2-employees that will hand out water saver stuff that we need to find.
 - Staff needs to bring a second Honey Bucket and make sure that both bathrooms are cleaned and locked prior to the event
 - Bring the alliance speaker to play music.

Discussion of various food vendors and Board member **Katie Koenig** confirmed she had reached out to Maria's Taco Truck and received a tentative confirmation that they would be in attendance.

Director Morgan confirmed the order had been placed for the obstacle course and the slide bouncy houses. **Done on 5/10/2024**

Donkey Basketball:

No Discussion held at this meeting.

Confirmation of Next Meeting Date

Board confirmed the following upcoming meeting dates:

- Monday, June 3rd at 5:00 p.m.

Adjournment

On a motion by Board member Koenig, seconded by Board member Vicars, the board meeting ended at approximately 5:31 p.m.

Katie Koenig, Chair

Nate Morgan, Public Works Director



THE CITY OF SULTAN AND SULTAN COMMUNITY ALLIANCE PRESENT

2024
**SUMMER
KICK OFF**

JUNE 20TH
5PM-7PM

1ST AND MAIN STREET, SULTAN

**BOUNCY HOUSES, ACTIVITIES, FOOD TRUCK &
MORE!**