

FAIRGROUNDS ADVISORY COMMITTEE

Held at Burrier Building, Fairgrounds, 819 Camano Ave, Langley WA

Friday August 24, 2018 at 3:00 p.m.

AGENDA

Meeting Agenda Approval

July 27, 2018 Meeting Minutes Approval

Port Update

Fairgrounds Update

General Discussion

- Other/Roundtable

Old Business

New Business

Action Items

- Review current list of concerns/action items/top priorities to Commissioners
- Any formal correspondence to Port Commissioners
- Others

FARGROUNDS ADVISORY COMMITTEE MEETING MINUTES

August 24, 2018, 3:00pm @ Coffman Building. 819 Camano Ave, Langley, WA

Present:

Virginia Keck	Island County Fair Association Representative
Larry Lelhonnen	Fairgrounds Director, Port of South Whidbey
Dominique Emerson	City of Langley Council –{ Vice Chairperson}
Stan Reeves	Executive Director, Port of South Whidbey
Jon Beck	Member at Large
Gwendy Hastings	Member at Large
Adam Fawcett	Fairgrounds Tenet Representative
Jason Kalk	Island County Fair Association - President.
Kristi O'Donnell	Fairgrounds Event Coordinator, Port of South Whidbey
Cathi Mann-Fisher	4-H Program Coordinator, WSU Extension –{Secretary}

Meeting Called to Order by Dominique Emerson @3:03pm

Agenda – Motion to approve the agenda made by Virginia Keck, second by Krista O'Donnell passed

Minutes – Motion to approve of the minutes made by Jon Beck, 2nd by Dominique Emerson, motion passed.

Port Updates – Stan Reeves – The grant for \$688,000 has been approved and will be used for upgrades to the Coffman Building. The money will be available after the 1st of the year.

When the work on the Coffman Building is complete there will be both wet and baking kitchens. The bathrooms will be ADA compliant. The power will be upgrade the power. At this time there is no plans for a brewery in the Coffman Building.

The USDA Grant has been completed and will go for buying 2 hoods for the Coffman kitchen.

RCO grant was presented last week and waiting on the decision on the grant.

Fairgrounds Updates – Larry Lelhonnen - Working on upgrades on the fairgrounds. Every other month Larry will make a report the construction on the fairgrounds and the other months Kristi O'Donnell will report on the events.

Kristi O'Donnell – **Fairgrounds Event Coordinator - Djangofest** –The City of Langley approved the application for the September 18th to 23rd music festival. Promotion for this event has already started.

WIC and the Port met last August and to work out the problems from the previous Djangofest, with the goal to resolve the problems for future festival.

4-H has been contacted about the unloading & loading horses during the festival and what areas of the fairgrounds will not be available to the horse 4-H'ers use during the festival.

The police and other safety officials have been contacted about the event.

The registration for the attendees of Djangofest and the campgrounds will be self-registration.

Looking forward to the future, planning for 2019 Djangofest has started. The possibility of having a 2nd stage with the opportunity for upcoming musicians to perform at the festival. Working on a plan to sell package deals for tickets in 2019.

Signage on the fairgrounds

Consulting with the City of Langley on additional signage for both the fairgrounds and tenants of the fairgrounds.

Dominique Emerson suggested more banners on the fairgrounds.

Researched the possibility of sign on the highway advertising the campgrounds at the fairgrounds. Was informed that since we don't have a 24-hour campground host we don't qualify to have signs on the highway.

Plan to replace the "no" signs (no smoking, no guns, etc.) with a sign welcoming people to the historical Whidbey Island Fairgrounds and asking everyone to reframe from certain activities.

Historical side of the Fair

Working with Bob Waterman of the South Whidbey Historical Society on how best to display the two historical cabins on the fairgrounds. Panels will be installed near the cabins with information on the history of the cabins. Researching the historically correct style of fencing to be installed around the cabins to keep the fair rabbits out of the gardens.

A plan to display historical photos of the fairgrounds and Langley to the public is in motion. The historical photos with captioning will be display in the windows wells on the outside buildings, (tickets sales booth). The cost for the small windows will be 156.00. The photos will be framed and mounted in a way to protect them from the elements and will be removable, so the windows can be opened during the fair. A hopeful dividend to this project would be to increase foot traffic to the fairgrounds.

Another project to be completed in the front corridor, is to label the antique farm equipment with signage to identify the piece of equipment and provide information on it.

A suggestion to have a mural painted by Virginia Keck

Another suggestion of doing additional research on the history of both the fairgrounds and the City of Langley by Dominique Emerson.

The work done on the Historical side of the Fairgrounds will be completed by end of October.

On Nov. 23, 2018 an open house will be held to show off all the cool changes on the Fairgrounds.

Winter Wonderland - Developing plans for a Winter Wonderland event between Thanksgiving and the first part of December.

Parking - Developing a plan to deal with the issue of parking on the fairgrounds for both the tenants and guest during events. Certain parts of the fairgrounds can be blocked off for foot traffic.

Drop Box – Working with UPS to create a drop box for the tenants and the Port. During the fair, there is no delivery of boxes being shipped or mail to the tenants. A drop box for items shipped would resolved this problem.

Brochures – Once the current supply of Port brochures is depleted. A new brochure will be design, featuring the fairgrounds.

Rental fees - They are currently being review for cost and contracts.

The commercial kitchens are the part of fairgrounds that is has the highest usage. Currently there are five tenants and more individuals and groups are inquiring about renting.

General Discussions/Roundtable Reports

Member Reports

Dominique Emerson – City of Langley - The issue of the water pressure was raised, and the mayor directed Stan Berryman of Public Works to check into the situation.

Tourism committee for use of the 2% taxes- Currently looking for new members to review applications for tourism funding. The members would need to available to look at application during the September time frame.

Emergency preparedness committee met. Eric Brookes from the Island County Emergency management attended the meeting and provided information.

The new design for the Seawall Park is available for the public viewing and there will be an upcoming meeting on 5 September 2018 @ the Methodist church.

The Infrastructure Committee is working on prices for the property owners from Edgecliff Drive to Furman Avenue for the new storm drains and sideways.

Jason Kalk – Island County Fair Association President – Reported that the food sales were up by 10%. The numbers of exhibitors were increased over last year, and the amount of premiums paid to the exhibitors was up.

Virginia Keck –Island County Fair Association – Scarecrow event is upcoming in October. Dominique Emerson requests financial information from the Island County Fair Association and ask about ICFA releasing possession of the fairgrounds prior to the July 31st deadline. The ICFA is working on the attendance numbers.

Gwendy Hastings – Member at Large - No Report

Adam Fawcett – Fairgrounds Tenants Representative – No Report

Jon Beck – Member at Large – Requested that the FAC has input on the upcoming budget for 2019. Area of special interest would be the rental and haul in fees.

Question why the fairgrounds doesn't have the 2-water meter system that the homeowners in Langley uses? By used the 2-water meter system would save the Port on the cost of water.

The Port should check into it. The blackberry next to the road where people park their cars is a problem.

Concern over the service entrance, with the increase in the number of vehicles using this entrance is should be made wider and one way. There is a problem with the fencing next to the service entrance, with it being wood change the fencing so you can see the street better. Smoking and Vaping are outlawed on government property and no smoking with/in 25 feet of entrances. The problem is the Fair Association allows smoking and vaping on the fairgrounds. The cigarette butts required clean-up.

Cathi Mann-Fisher – WSU Extension/Island County 4-H – Travel to Friday Harbor on Wednesday, 15 August 2018, to judge at the San Juan County Fair. During the time at the SJC Fair I met with Michael Wallace (WSU Ext) and Michael Seiber (WSU Ext./Pierce Co.) concerning working with 4-H Military Clubs.

Met with Whidbey Island Naval Air Station Youth Center acting Director, and Michael Wallace to discuss creating a partnership between 4-H and the WINAS Youth Center. 4-H would provide curriculum for Science, Technology, Engineering, Math (STEM) projects. There was a request for 4-H to train the staff at the Youth Center on the 4-H Program and to provide training to teens from the Youth Center on Youth Leadership. Will be putting together a team of senior 4-H'ers (high school age youth members) to handle the training for the Military youths.

Trained 8 volunteers to be club and project leaders on Thursday, 23 August 2018. On October 1st, the start of the new 4-H year there will be 3 new 4-H clubs in Island County and a possibility of 2 more clubs being formed. We have 9 new 4-H leaders for the coming 4-H year.

Old Business

No Old Business to be discussed

New Business

No New Business to be discussed

Action Items

No Action Items raised.

Motion made by Gwendy Hasting to adjourn the meeting, 2nd by Adam Fawcett, motion passed.

Meeting adjourned 4:28pm

Respectfully submitted by Cathi Mann-Fisher Leaders' Fairgrounds Advisory Committee Recording Secretary.

Next meeting will be held on Friday, September 28, 2018 @ 3:00pm @ the Burrier Building. 819 Camano Ave, Langley, WA.