

**FAIRGROUNDS ADVISORY COMMITTEE**

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

Friday October 26, 2018 at 3:00 p.m.

**AGENDA**

**Meeting Agenda Approval**

**October 5, 2018 Meeting Minutes Approval**

**Port Update**

- 2019 Fairgrounds Budget

**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

October 26, 2018, 3:00pm @ Burrier Building, 819 Camano Ave, Langley, WA

## Present:

Gary Gabelein	South Whidbey Historical Society
Virginia Keck	Island County Fair Association Representative
Larry Lehtonen	Fairgrounds Director, Port of South Whidbey
Dominque 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
Donna VanWetter	WWGA
Inga Morascini	City of Langley Chamber of Commerce
Angie Pratt	Leader of South Whidbey Centaurs 4-H Club
Mya Pratt	President of the South Whidbey Centaurs 4-H Club
Cathi Mann-Fisher	4-H Program Coordinator, WSU Extension –{Secretary}

## Meeting Called to Order by Gary Gabelein @3:03 pm

**Agenda** – Motion to approve the agenda made by Dominique Emerson, second by Virginia Keck, passed.

**Minutes** – Motion to approve of the minutes made by Gwendy Hastings, 2nd by Dominique Emerson, motion passed.

**Port Updates – Stan Reeves** –The Black Box Theater project was to start construction, but the door for the Black Box Theater has been back ordered. The project has been rescheduled for December 19<sup>th</sup>.

**Coffman Kitchen** – Stan Reeves, Larry Lehtonen and Goosefoot are working together on plans for the remodel of the Coffman Kitchen and the plans should be completed in the next couple of months. The plan is to adjust the schedule for the remodel project, so the building will be available for the 2019 Whidbey Island Fair.

The port wants an engineering firm on the all the projects to make sure things run smoothly and to control costs. There will be no retainer fee, instead the fee will be based on a pre- project arrangement. The plan is for a 12-month period and 2 extensions for 12 months a piece and the firm can change their rates. There will be an on-call consultant to confer with on issues as they arise.

Went over the Budgets for 2018 and projected 2019 budgets. Stan provided documents to the committee members on budgets and supporting documents. There is budgeted a \$204,000.00 operating fund for next year. The Port will start paying back bond payment and interest payments.

Reports and documents provided to the FAC were as following:

1. Fairgrounds Report September 2018
2. Executive Director Report
3. Fairgrounds Rental Rates
4. Fairgrounds Statement of Revenue Collected and Expenses Paid vs. Budget.
5. Port of South Whidbey Island Fairgrounds Draft Preliminary 2019 Budget.

Next meeting for the port on the budget is Tuesday, Nov 27.

**Fairgrounds Updates – Larry Lehtonen** – Kristi O'Donnell and Inga Morascini are working together on the Clipper project to bring activities to the fairgrounds while the ship is docked in Langley. Possibly combining the Clipper project and Winter Wonderful event. Looking into having Fairy Magic here to do a show and having Santa at Winter Wonderful. Working on creating a budget to develop Langley into a tourist destination during the holidays. Will coordinate with the fairs Country Christmas.

The music event Django fest was a financial success.

## General Discussions/Roundtable Reports

### Member Reports

**Dominque Emerson – City of Langley** – The City of Langley has created informational handouts for emergency preparedness in case of disaster. Copies of the handouts were circulated among the committee.

A plan has been developed to make improvements to Seawall Park.

An amendment on the regulations on Accessory dwelling units (ADU) to allow ADU for property on septic systems.

**Donna VanWetter – WWGA** – WWGA is concerned about the cost of stall rental, haul in and arena fees being too high. Higher fees might limit some people from being able to participate in the WWGA 4-H shows. Ms. VanWetter advised the committee that Mya Pratt, a guest was one of four youths who were a 4-H'er of the Year Candidate for 2018.

**Inga Morascini – Langley Chamber of Commerce** – The Chamber is providing the Holly Jolly Holiday Parade information earlier this year. The goal is to have everyone participate in the parade. The parade is scheduled for Saturday, December 1<sup>st</sup>. Lighting of Langley will be held on Saturday, November 24<sup>th</sup>. Looking for groups to help with the street decoration during the week of Thanksgiving. The Chamber will provide pizza for the volunteers and possible free tickets on the Clipper.

**Virginia Keck – Island County Fair Association** – The ICFA has questions on horse fees that the port charges for the uses of the fairground property by equine groups.

**Gwendy Hastings – Member at Large** – No Report

**Adam Fawcett – Fairgrounds Tenants Representative** – No Report

**Jon Beck – Member at Large** –

1. Discuss the management of the electrical system in the commercial kitchens and the cost.
2. Express concern on the horse haul in fees.
3. Raise the issue of the cost of water for the horse arena.
4. Asked about waste water being used in the restrooms.
5. Raised the issue of the water meters and the cost.
6. Wants the port to invest in upgrades to save money in the future. Larry Lehtonen advised that with the upgrades, there will be an increase in rates.
7. Cell providers are not interested in working with the port to upgrade the cell service.
8. LED lighting for the fairgrounds.

**Gary Gabelein – SW Historic Society** – No report

**Angie Pratt – South Whidbey Centaurs 4-H Club** – As a 4-H leader and a parent Ms. Pratt wanted to express her concern about the upgrades on the arena. There is a concern that the arena is not safe for riders or horses. Numbers of riders are dropping not just in the county but across the country. Ms. Pratt wants to make sure there are safe places for the youth to ride.

**Mya Pratt – South Whidbey Centaurs 4-H Club** – no report

**Cathi Mann-Fisher – WSU Extension/Island County 4-H** – The contracts are in for 4-H to participate in both holiday parades on Saturday, December 1<sup>st</sup>, the Langley Holly Jolly Holiday Parade and the Greening of Coupeville Parade.

4-H is focusing on promotion during this fall season as children are going back to school. 4-H attended with displays 5 open houses at schools from Oak Harbor to South Whidbey. On Saturday, October 13<sup>th</sup> 4-H held a Rally Day at Bell's Farm, which was open to the public. The Rally Day included a petting zoo, games and hot dog sales. The Rally Day went

well. On this coming Saturday, October 28<sup>th</sup>, The Kool Kritters Club will be hosting a Haunted Petting Zoo at Sherman's Pioneer Farm. There will be a haunted petting zoo, costume contest and a bake sale by donation. The Haunted Petting Zoo is open to the public and free of charge. Working on updating the Promotional brochure,

Achievement Celebration is schedule for Sunday, November 11<sup>th</sup> at the Oak Harbor Elks Lodge starting at 3pm. This year we have four 4-H'ers of the Year candidates. Everyone is invited.

### **Old Business**

No Old Business

### **New Business**

Housekeeping - Next meeting decision on the elections will be discussed and made.

Adam Fawcett made the motion to meet the last Friday in November, to wave the December 28th meeting and resume the regular meetings with the last Friday on January 25, 2019. 2<sup>nd</sup> by Virginia Keck, motion passed.

**Meeting adjourned 5:01pm**

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

Next meeting will be held on Friday, November 30, 2018 @ 3:00pm @ the Burrier Building. 819 Camano Ave, Langley, WA.