

FAIRGROUNDS ADVISORY COMMITTEE
Held via Zoom Meeting Service
Wednesday, February 22, 2023 at 5:30 pm

AGENDA

Join Zoom Meeting

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Meeting ID: 862 8648 2467

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Meeting Agenda Approval

January 18, 2023 Meeting Minutes Approval

Port Update

Fairgrounds Update

General Discussion

- Other/Roundtable

Old Business

New Business

- Meeting every other month, rather than every month
- By-Laws

Action Items

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

Fairgrounds Advisory Committee
Meeting Minutes – Feb 22, 2023
5:30 pm Remote Zoom meeting

In attendance

Gary Gabelein	South Whidbey Historical Society, Chair
Stan Reeves	Port of South Whidbey – Executive Director
Loretta Strothman Martin	Langley Chamber of Commerce
Clayton Canfield	At-Large
Gwendy Hastings	At-Large

Not in attendance

Alex Foode	WWGA
Commissioner Bacon	Island County
Jason Kalk	Fair Association
Jaime Ruddell	4-H Coordinator
Adam Fawcett	Tenants
Sarah Howie	At-Large
Amanda Ellis	Port of South Whidbey – Fairgrounds Director
David Stern	Port of South Whidbey – Fairgrounds Marketing and Events Host
Thomas Gill	City of Langley

Meeting called to order at 5:30pm.

Agenda Approved: Approved by Stan (no vote taken).

Minutes Approved:

Minutes from January 18, 2023: Moved to approve by Clay, seconded by Loretta, unanimous approval.

Port Update:

Stan Reeves gave a report on the current projects/status of the ongoing Port projects throughout the Port District. Fairgrounds projects through mid-February, and provided budget execution/graphs/projections through end of January 2023.

Fairgrounds Update:

Funding/grant statuses: Bond fund transfer scheduled for Feb 2023, approximately \$20k, completed and received; RCED grant reimbursement submitted for 2022 expenditures, approximately \$14k, completed and received.

Coffman kitchen project:

No change at this point. The USDA Grant in the amount of \$50k for the Fire Suppression Hood will likely be returned; it can not be used for other purposes.

Restroom project:

Work began the last week of February 2023 with an early May completion date. The Port will ask Valdez to quote demolition of the seating area in the Grandstand.

Proposed Fairgrounds Workforce Housing:

County awarded \$150k for preliminary engineering and design work from the County General Fund rather than ARPA funds. The City of Langley Planning Department is still working on preparing the invoice for the zoning change request. The Port will coordinate an initial project meeting with the Engineering consultant, the Architect, City of Langley Public Works and Port staff to get infrastructure investigation started. An overview of the project was presented by the Port for the benefit of new FAC members.

Operations on the Fairgrounds: There is currently a shift in the revenue streams on the Fairgrounds. Historically, the preponderance of revenue in the winter months was from Camping revenue and very little in Event/Tenant revenue. So far this year, that trend is reversed: almost no Camping revenue, but an increase in Event and Tenant revenue. From my perspective, this is a good trend. We do need to make improvements to the Campground to make it more attractive to users and generate revenue; however, the increase in Event and Tenant revenue is exactly what our goal is. An electrical assessment of the power pedestals in the Campground was approved at the February Port meeting and will begin in the late March/early April time frame.

Old Business: The Plaque is still at the Port Office on the Fairgrounds for anyone to come and view with prior coordination. Gwendy will follow-up with the Fair Association on their intent.

New Business: Stan recommended that the FAC continue to meet in an informal fashion since the preponderance of organizations that are members do not participate in the meetings. Meeting every other month vs. every month is at the discretion of the group. The Port will accommodate either option; however, the Port recommends continuing with monthly meetings for the time

being. There is no mention in prior meeting notes that the Langley Chamber of Commerce position was changed to a non-voting position.

Roundtable:

Gwendy: No issues to discuss this month.

Gary: No issues to discuss this month.

Clay: Coordinating use of the Pole Building for the yacht club opening day on May 6. The Pole Building will be the back-up location in the event of inclement weather. Not sure if the Port has a defined process to reserve the building. Stan discussed the procedure to pay a deposit up-front to reserve the space that can be refunded.

Loretta: The Mystery Weekend Reveal is scheduled to be held in the Pole Building on the Fairgrounds this year. Depending on how successful this is, the Chamber may be using the Pole Building for future Mystery Weekend Reveals.

Next Meeting: Scheduled for March 22, 2022 at 5:30 pm (virtual or in-person to be determined)

Meeting adjourned at 6:07 pm.