

FAIRGROUNDS ADVISORY COMMITTEE

Held at the Coffman/4-H Building, 819 Camano Avenue, Langley WA 98260

With virtual access via Zoom Meeting Service

Wednesday, February 21, 2024 at 6:00 pm

AGENDA

Join Zoom Meeting

<https://us02web.zoom.us/j/85670322514>

Meeting ID: 856 7032 2514

One tap mobile

+12532050468,,85670322514# US

+12532158782,,85670322514# US (Tacoma)

Dial by your location

• +1 253 205 0468 US

• +1 253 215 8782 US (Tacoma)

Meeting ID: 856 7032 2514

Find your local number: <https://us02web.zoom.us/j/85670322514>

Meeting Agenda Approval

November 15, 2023 Meeting Minutes Approval

Port Update

Fairgrounds Update

By-Laws Discussion

General Discussion

- Other/Roundtable

Old Business

Quorum details

Permanent members (term not to exceed 2 years)

Island County (non-voting, ex-officio member)

City of Langley (non-voting, ex-officio member)

Langley Chamber of Commerce

WSU Extension/Island County 4-H

South Whidbey Historical Society

Whidbey Island Fair Association

Whidbey Western Games Association

Non-permanent members (1 year term, not to exceed 3 consecutive terms)

- (1) Tenant representative
- (2) At-Large representatives

A quorum shall consist of a simple majority (50% plus one) of permanent, tenant, and at-large Committee members. Issues that require a vote will pass with a majority of Committee members present for a meeting.

Therefore, there are 8 voting representatives designated in the By-Laws, so a quorum would be established when there are 5 committee members present.

New Business

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 – February 21, 2024
6:00 pm Hybrid (In person and Zoom) meeting

In attendance

Gary Gabelein South Whidbey Historical Society, Chair
Gwendy Hastings At-Large
Clayton Canfield At-Large
Commissioner Melanie Bacon Island County
Sarah Moncey Gordon Langley Chamber of Commerce
Jeff Markette Tenants
R-A Mazzola 4-H
Amanda Ellis Port of South Whidbey – Fairgrounds Director
Angi Mozer Port of South Whidbey – Executive Director

Not in attendance

Carissa WWGA
City of Langley

Agenda Approved: Approved.

Minutes: Minutes from November 15, 2023 Approved.

Port Update:

- Angi presented the Financial summary report for the Fairgrounds for the year of 2023. Operating revenue and expenditures are about break even for 2023. The Port expended \$507k in capital projects and received \$449k in grant reimbursements. The \$57k deficit was covered by the Port's bond fund, created specifically for Fairgrounds capital projects. There is about \$570k remaining in the Port's Fairgrounds bond fund.
- Workforce housing project update: the Port Commissioners, City of Langley Councilmembers, and the Planning Advisory Board members are planning to gather at the Fairgrounds to discuss the workforce housing project and concept at the Fairgrounds on Friday, Feb. 23. A chalk line of the footprint will be created on the ground to show where the conceptual buildings could be, and there will be a virtual model presented as well. The Port submitted a zoning change application to the City of Langley, which was distributed for public comment. The application garnered a good response from the public. In general, City of Langley residents favored the zoning change, and strong Fair supporters expressed concern about the zoning change.
- Heat in the Pole building: the electrical system needs to be upgraded to accommodate heat sources. The Port recently awarded a contract to Jerry Beck to replace 2 electrical panels.
- The Port recently signed an Agreement with its on-call engineer to design power and water utilities at the campground.
- Midway food booths: the Port is working with the on-call engineer to create a plan to make the booths usable for Fair. Amanda is working closely with the Island County Public Health Department as well. The food vendors likely will need to rely on Commissary kitchens on site. Commissioner Bacon offered assistance to help keep the importance of this project in front of Public Health.
- Coffman Alcove: plans received from the Port's engineer to bolster the structure and make it safe.
- The group discussed the Grandstand and options for next steps.
- Commissioner Bacon asked about the status of the Fair Agreements. Amanda reported that she met with the Fair Association the day prior, and communications have been productive. Commissioner Bacon asked if the Agreements will be signed by the end of March, and Amanda thought that was possible.
- Gary requested the attendance for the 2023 Fair. Angi will follow up.
- The group discussed the Fair's rental fee for the Fair and general rental rates at the Fairgrounds.

Fairgrounds Update:

- Amanda reported that the Fairgrounds will be hiring a new person for Fairgrounds maintenance.
- This year's list of events will be included in her next report

General Discussion/Roundtable:

Gary: Brought up the subject of updating/reinstating the Bylaws. Gwendy suggested creating a subcommittee to address them. Clayton mentioned that after two years on the Committee, he is just figuring out what is going on, so a three year maximum may be too short for the non-permanent positions.

Gwendy: Is interested in having another representative to take her place on the Committee. She believes having a new Committee member would bring a fresh perspective to the group. Gary suggested advertising the opportunity in the newspaper. Angi suggested revisiting the By-Laws, then advertising the position, then do a final review of the By-Laws with new Committee members before adopting. Sarah suggested a short form recruiting video for social media. Angi will coordinate a meeting to talk specifically about the Charter and By-Laws.

Old Business: None.

New Business: None.

Next Meeting: Scheduled for March 20, 2024 at 6:00 p.m. – hybrid format