

**FAIRGROUNDS ADVISORY COMMITTEE**  
Held at the China City Conference Room  
1804 Scott Rd. Freeland, WA 98249 (ground floor)  
With virtual access via Zoom Meeting Service  
Wednesday, July 17, 2024 at 6:00 pm

**AGENDA**

Join Zoom Meeting

<https://us02web.zoom.us/j/86763320202>

Meeting ID: 867 6332 0202

One tap mobile

+12532050468,,86763320202# US

+12532158782,,86763320202# US (Tacoma)

Dial by your location

• +1 253 205 0468 US

• +1 253 215 8782 US (Tacoma)

Meeting ID: 867 6332 0202

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**Meeting Agenda Approval**

**Meeting Minutes Approval**

**Officer selection**

**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
- Other

**Fairgrounds Advisory Committee  
Meeting Minutes – July 17, 2024  
6:00 pm Hybrid (In person and Zoom) meeting**

**In attendance**

Gary Gabelein South Whidbey Historical Society, Chair  
Gwendy Gabelein At-Large  
Virginia Keck – Fair Association  
Angi Mozer Port of South Whidbey – Executive Director

**Not in attendance**

R-A Mazzola 4-H  
Sarah Moncey Gordon Langley Chamber of Commerce  
Carissa WWGA  
Jeff Markette Tenants  
Michael Hastings – Fair Association  
Mayor Kennedy Horstman City of Langley  
Commissioner Melanie Bacon Island County  
Amanda Ellis Port of South Whidbey – Fairgrounds Director  
David Stern Port of South Whidbey – Fairgrounds Marketing & Events Coordinator

**No action items were recorded; a quorum of Committee members was not present.**

**Port Update:**

- Angi provided the Fairgrounds financials for January through May 2024. The group discussed the financial analyses.
- Capital project spending summary:
  - Capital project spending has ramped up starting in June and especially in July, but is not yet captured in the financials. The analysis shows actuals through May.
  - The campground construction contract is estimated at \$200,000, which will be completed before the end of the year. 50% will come from the RCEDF grant.
  - The food booths cost around \$75,000. The engineer required a lot of extra work that we weren't anticipating or planning. The structure improvements were a lot more robust than planned; the good news is that the improvements will last for a long time.
  - Engineers are developing plans for the drainage issues on the property. Soil sampling was performed (consistent sandy soils), so the engineers can provide specific solutions to manage the stormwater on site for the Fairgrounds, including rain gardens and drainage systems that will distribute the water appropriately. This will be covered 100% by the RCEDF grant.
  - Coffman: the Port plans to put some flooring in the meeting space and some noise absorption (covered 50% by RCEDF).
  - Pole Building: window coverings are planned for the 11 very large windows that are located very high in the building (covered 50% by RCEDF). Heating is planned for the Pole building.
- The group discussed the scheduling conflict for Ren Faire and Outcast Theater. Outcast has a Sunday matinee show which generates a lot of revenue; this timing was in direct conflict with Ren Faire and Outcast was willing to move that show for 2024. However this needs to be worked out for 2025.
- Campgrounds utilities project – Draft engineering plans have been developed and provided to the Port. There are about 3 pedestals that will be eliminated as part of the

upgrade, but will mimic the current layout. For Fair, Jerry Beck & Company will come to the Fairgrounds and should be able to restore electricity to a majority of the pedestals.

- Midway food booths: are ready for Fair.
- Coffman alcove: has a new roll-up door.
- The Agreement for the Fair event is ready to be signed.
- The Port will meet with the South Whidbey School Board on September 11 to discuss the property line issue and workforce housing.

**Fairgrounds Update:**

- Reported there were about 8,500 people in attendance at Ren Faire
- HONK! was a great success with participation from an international band
- Blue Canoe Family will camp out at the Fairgrounds and will welcome the community to learn about the Snohomish Tribe, their culture and their rituals.

**General Discussion/Roundtable:**

Virginia: Asked about the plan for the grandstands. Angi indicated that there aren't any plans at the moment, but is next on the priority list for addressing. Any new plans would need to have a use broader than its previous use, which was basically just to support Fair. Everything seems to be going pretty well in preparations for Fair. Virginia asked about whether weddings would be a good market for the Fairgrounds to enter, for event revenue. Angi indicated that we have hosted them in the past, and we have marketing material (staged photos, etc.) for it. However, weddings require a LOT of coordination and work hours on the part of the Port. Accommodating the wishes of an engaged couple can be demanding, and there are a lot of different pieces that need to come together. Music events tend to be less demanding on Port staff time.

Gwendy: would like to see each of the barns, one at a time, raised and put on solid ground.

**Next Meeting:** August 21, 2024 at 6:00 p.m. – hybrid format at the Freeland Library.