

AGENDA ITEM NO: 7.6

MEETING DATE: June 6, 2023

STAFF REPORT – COVER SHEET

SUBJECT: Chilliwack Flight Fest 2023 - 2025 DATE: May 23, 2023

DEPARTMENT: Recreation and Culture PREPARED BY: Carol Marleau

1. SUMMARY OF ISSUE:

On August 19th and 20th, 2023 the 31st annual Chilliwack Flight Fest will be hosted at the Chilliwack Regional Airport. This free event is run solely by a group of dedicated volunteers who strive to ensure a free, positive, family experience is delivered each year.

In the past the event hosts have had to rely on City staff to source out and deliver amenities such as tables, chairs, snow fencing (now donated to the event), assist with traffic control and support delivery of Flight Fest. The value of this was costed out at approximately \$8,000. Although this service model has been effective it is proving to be somewhat tenuous in its sustainability as the delivery model is dependent on staff availability and continuity in the event's lead volunteers.

Staff met with Wayne Oberst and Kimberly Lysak, two of the major organizers for this year's event, and through discussion introduced them to the possibility of moving to the Community Development Initiative Funding special event model. This approach would align with other community events currently supported by the City of Chilliwack as well as mitigate any fluctuations in resources.

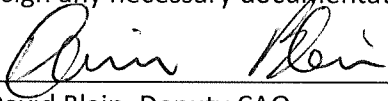
This discussion was taken back to the Chilliwack Flight Fest Committee as a whole and all agree that the CDI funding model is a more sustainable approach.

As a result of that decision the Chilliwack Flight Fest is seeking a three-year commitment from the City in the value of \$12,000 per year as well as the continued provision of tables and chairs at no cost. This funding level would cover the increase in the traffic control (approximately \$12,000) and is consistent with funding provided to other events, such as the BIA Classic Car Show and the Chilliwack Mural Festival and under the City of Chilliwack CDI Funding Policy.

Council is asked to consider the following recommendation:

2. RECOMMENDATION:

That Council approve funding to Chilliwack Flight Fest under the Community Development Initiative Funding Policy Directive C-13 in the amount of \$12,000 and provide tables and chairs at no cost, for the hosting of the 2023, 2024, 2025 Chilliwack Flight Fest and further that the Mayor and Corporate Officer be authorized to sign any necessary documentation.



David Blain, Deputy CAO
Director of Recreation and Culture

3. FINANCE COMMENTS:

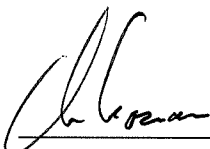
Funding for this event can be accommodated through funding allocated within the approved 2023 Financial Plan towards Community Development Initiatives.



Glen Savard, Director of Finance

**4. CHIEF ADMINISTRATIVE OFFICER'S
RECOMMENDATION/COMMENTS:**

Supports recommendation.



Chris Crosman, CAO

CHILLIWACK FLIGHT FEST BUDGET 2023

PROJECTED EXPENSES	
Advertising	\$40,000.00
Automotive Rental	\$1,400.00
City (In Kind)	\$20,000.00
Dance Food & Beverage	\$5,000.00
Dance Band	\$2,500.00
Sound and lighting production	\$1,800.00
Directors insurance	\$600.00
Emergency Services	\$9,000.00
Face Painting	\$600.00
Facilities	\$10,000.00
Filing Fees	
Fuel & Smoke Oil	\$7,000.00
Gators/Golf Carts	
Insurance	\$5,000.00
Janitorial	
Membership	
Office & Miscellaneous	
Performer Accomodation	\$8,000.00
Performer Fees	\$40,000.00
Poster	\$2,000.00
Promotion other	\$600.00
Rent	
Sanitation	\$4,000.00
Security	\$1,000.00
Sound & Video Equipment	\$3,000.00
Supplies	\$500.00
Traffic Control	\$12,000.00
Telephone	
T-shirts	\$1,500.00
Tents	\$1,000.00
Travel	
VIP Tent	\$2,000.00
Volunteer Development	
Wages & Benefits	

TOTAL PROJECTED EXPENSES	\$178,500.00
Concessions	-\$2,000.00
Knight Road Legacy	-\$3,500.00
Gaming	-\$50,000.00
Parking	
Sponsorship Cash	-\$45,000.00
Sponsorship in Kind	-\$59,000.00
Personal Donations	-\$2,000.00
T-shirts	
Dance	-\$5,000.00
Other Revenue	
TOTAL PROJECTED REVENUE	-\$166,500.00
PROJECTED DEFECIT	\$12,000.00