

**SPRINGFEST COMMITTEE  
REGULAR MEETING  
FRIDAY, JANUARY 16, 2014  
9:00 AM  
TOWN OF MALABAR – COUNCIL CHAMBERS  
2725 MALABAR ROAD  
MALABAR, FLORIDA**

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**AGENDA**

- A. CALL TO ORDER**
- B. ADDITIONS/DELETIONS/CHANGES**
- C. APPROVAL OF MEETING MINUTES - 03/28/14**
- D. DISCUSSION**
  - **ACTIVITIES WANTED FOR THIS YEAR'S EVENT**
  - **COWBELL 5K RUN/WALK**
  - **SPECIAL EVENT INSURANCE – FLORIDA LEAGUE OF CITIES**
  - **BEER LICENSE**
  - **BAND, EQUIPMENT RENTAL & MC SERVICES – JOHN QUINLIVAN BAND**
  - **PONY RIDES – RICK & EILEEN WHITWORTH**
  - **CLOWNS – JAMES & EILEEN BROCK**
  - **COCO-COLA BOTTLING COMPANY – DISCOUNTED DRINKS FOR EVENT**
  - **ADVERTISING**
  - **OFF-DUTY DEPUTIES & COPs**
- E. ADJOURNMENT**

If an individual decides to appeal any decision made by this board with respect to any matter considered at this meeting, a verbatim transcript may be required, and the individual may need to insure that a verbatim transcript of the proceedings is made (Florida Statute 286.0105). The Town does not provide this service.

In compliance with the Americans with Disabilities Act (ADA), anyone who needs a special accommodation for this meeting should contact the Town's ADA Coordinator at 321-727-7764 at least 48 hours in advance of this meeting.

**SPRINGFEST COMMITTEE MEETING  
MARCH 28, 2014 9:00 AM**

**A. CALL TO ORDER @ 9:00 am:**

**EVENT COORDINATOR: CINDI KELLEY**

**COMMITTEE MEMBERS: HANS KEMMLER, arrived @ 9:05  
BARB KEMMLER, arrived @ 9:05  
BUNNIE KNUDSON  
CHIEF ROBINSON  
TOM TAYLOR**

**GUESTS: PAUL GOETSCH  
KENNY BUKOWSKI**

**ALSO PRESENT: MAYOR CARL BEATTY**

**B. ADDITIONS/DELETIONS/CHANGES:**

**C. CONSENT AGENDA:**

Discussion: Kemmler stated that on the last page of the minutes, second paragraph states that Chris O'Hara can't do the trimming; it should state that "stated that we can't do the trimming".

**General consensus of Committee to approve the minutes from March 14, 2014 with noted correction.**

**D. DISCUSSION:**

- **REMINDER – HAY BALES ARE RETURNED TO SUPPLIER AFTER EVENT**

Kelley advised those people using any of the bales of hay that they cannot be cut open as they are returned to the vendor; it is Nail Farm's way of sponsoring the event with an in-kind donation. We pick up the bales of hay a few days before the event and return them the Monday after. This donation saved the Town \$250.

- **UPDATE OF RESPONSIBILITIES**

Chief Robinson gave his report for the Fire Department. A fire extinguisher demonstration will take place at 11am and there may be an additional demonstration at 2 pm if there is any interest. The vehicle extrication will take place at 1 pm. Paul Goetsch offered his expired fire extinguishers if they are needed for any demonstrations.

Kelley reminded Chief Robinson that they have a space in vendor row to sell the pulled pork sandwiches. The Fire Department also has a space to have an "Information/First Aide" tent on site as well.

Bunnie Knudson spoke about the photo contest; said she has been promoting it. Kelley stated that there has not been a big turn-out for pictures; the deadline for drop off is today at 4 pm. Knudson asked if the date could be extended to Tuesday, April 1<sup>st</sup>. Kelley said that would not be problem. Knudson stated that Robert Wicker will judge the photos; he just needs to know when. Kelley told her that she would be available to fit his schedule, just let her know. Knudson will get with Mr. Wicker and let Kelley know what he says about the date and time.

Knudson stated, with regards to the Cowbell 5K Trail Run, she went to Sports Authority to ask for a donation of bags for the run. She was advised that all this needs to go through their corporate offices and it takes time to do this. If we want to ask for their assistance in the future, we need to inquire way before a week before the run.

Tom Taylor reported on his findings with getting car dealerships involved in the event. They don't want to come; they are busy on site and don't have the staff to have them come to the event. He is still working on Everglades but he's not sure they will come in. Lane Buick will be in and he told them a charge of \$100. He said they would mail it in to the Town. He was asking for raffle prizes with service type certificates and didn't know if anyone would come through.

Barb Kemmler stated that she has the letters for the signs ready to go; she is waiting for the signs so she can make them. Mayor Beatty stated that he has signs left from when he ran for Mayor; he will donate them.

Paul Goetsch of the Trail Group reported that the sidewalk at the Trail had been fixed. He would like to have two tables in the pavilion at the Trail Head; they will sell cookies and chips as they are prepackaged foods along with the sodas. Kelley stated that she got two coolers for them to use. Ice will be on them to provide as well as the sodas and water. B. Kemmler stated that they may want to consider selling juice boxes and granola bars as well. Goetsch stated that the group at the Malabar Community Park will sell slushies, popcorn and cotton candy.

Mayor Beatty stated that we would need to have hand sanitizer at the Trail Head for the animal viewing. If possible, we could use duct tape to tape the bottles to the paddocks so people can cleanse their hands after viewing.

Hans Kemmler stated that the hayrides are ready to go. He met with Chris O'Hara and talked to him of the 30' section where the trees are hanging low. O'Hara advised Kemmler that they would not be cutting back any of the trees; with this information, Kemmler cut off about a foot and a half off the poles for the canopy on his trailer and it will be just fine. Taylor stated that he would take to O'Hara and see if he could make a difference. Kelley stated that she is relying on them to get this ready to go; if all else fails, take the canopies off the trailers and just go with the rides with no shade structure.

**E. Adjournment:**

There being no further discussion, this meeting was adjourned at 9:54 am. The following Friday, April 4, 2014, will be spent getting all last minute issues taken care of; Springfest takes place Saturday, April 5, 2014.

By: \_\_\_\_\_  
*Cindi Kelley, Deputy Town Clerk*  
*Springfest Coordinator*

Date Approved: \_\_\_\_\_

### **Notes for 1/16/15 Springfest Committee Meeting**

1. Press Release (free) to McKenzie News Service. A copy of the press release is attached to the agenda packet.
2. Made contact with Patricia Foster (Rescue Horses Save Lives) and she referred me to Rick & Valerie Whitworth. I sent email 1/9/15 to find out their availability and interest in event.
3. Made contact with Della Cox via email; email received back as undeliverable as the email address is no longer valid. Della Cox, per Patricia Foster, will be emailing regarding the pony rides for Springfest 2015.
4. Made contact with Russell Cockriel of BCSO for off-duty deputies & COPS on 1/8/15.
5. Made contact with Mike Williams of Coco-Cola Bottling Company; he provided a special for 24-case sodas at \$8.16 through the end of February. Nothing on the water but he feels that there will be something. The cost for the sodas (43 cases) would be \$350.88. If the committee is good with this expense, Kelley will order the soda and pay for it. It will be delivered by the end of February to take advantage of the price break.
6. Made contact via email to James & Eileen Brock to inquire their availability and interest in providing clown services for the event.
7. Made contact with John Quinlivan for his availability for the band, rental equipment and MC services for the day. He is available and ready to go; keeping the price at \$700 for all for the day. A copy of the response email is attached to the agenda packet.
8. Made contact with Melissa Solis of Florida League of Cities for the special event insurance. The committee needs to decide what the festival will entail this year and the various addresses so this information can be included in the application for the insurance.
9. Sent liquor license application off for first part of processing to Melbourne Service Center, attention to Michelle Elkins 1/13/15.

## Cindi Kelley

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**From:** Quinlivan, John <jquinl01@harris.com>  
**Sent:** Wednesday, December 03, 2014 10:00 AM  
**To:** Cindi Kelley  
**Subject:** Spring Fest

Cindi: I got your email at home [jquinlivan@cfl.rr.com](mailto:jquinlivan@cfl.rr.com) but the one here at work was missing the J.

[jquinl01@harris.com](mailto:jquinl01@harris.com)

Please send it here too. Let's leave the price alone. And I am IN 100%.

Thanks very much and GO Malabar.

John Quinlivan  
321-727-5370 wk  
321-960-0341 cell

## Cindi Kelley

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**From:** Cindi Kelley  
**Sent:** Wednesday, December 03, 2014 9:10 AM  
**To:** 'quinl01@harris.com'  
**Subject:** Springfest 2015

**Importance:** High

John,

First of all, Merry Christmas to you and your family. I hope you had a wonderful Thanksgiving holiday.

I wanted to check with you, as it will be time very soon, to get the ball rolling for next year's event. Could you please mark your calendar for Saturday, March 28<sup>th</sup>, if you haven't already done so? I'm sure the Committee will want to have you again and rent your equipment. The price for the last several years has been \$700 total for the day for your musical talents, equipment and you as the MC of the event. Please advise if there is an increase in price so I can take it to the Committee at the first meeting in January.

Thank you and I look forward to hearing from you and seeing you soon.

Cynthia D. Kelley, C.M.C.  
Deputy Town Clerk  
Town of Malabar  
2725 Malabar Road  
Malabar, Florida 32950  
(321) 727-7764, ext. 11  
(321) 722-2234 (fax)  
[www.townofmalabar.org](http://www.townofmalabar.org)

Please Note: Florida has a broad public records law. As a result, any written communication created or received by Town of Malabar officials and employees will be made available to the public and media, upon request, unless otherwise exempt. Under Florida law, e-mail addresses are public record. If you do not want your e-mail address released in response to a public record request, do not send electronic mail to this office. Instead, contact our office by phone or in writing.

# Great Events Media Guide 2015

## The Guide for Editors & Journalists to 2015 Events

Festivals & Fairs, Performing Arts/Cultural Events, Adventure/Tours, Museum Exhibits, Misc.

McKenzie News Service - **Press Release Distribution** [McKenzieNewsService.com](http://McKenzieNewsService.com)

To download the latest version of this directory, [click here](#). Last update: 1/12/2015

**Event Date:** March 28, 2015

**Event Name:** Malabar Springfest 2015

**Event Location:** Malabar Community Park, Malabar, Florida

**Admission:** Free

**Full Event Information:**

**Web:** [www.townofmalabar.org](http://www.townofmalabar.org)

**Event Category:** Festivals and Fairs

**Company:** Town Of Malabar

**Media Contact:** Cindi Kelley, **Email:** [ckelley@townofmalabar.org](mailto:ckelley@townofmalabar.org), **Phone:** (321) 727-7764

### Florida - March

**Florida, East Central, Okeechobee**

**Event Date:** March 14-15, 2015

**Event Name:** Speckled Perch Festival and Parade

**Event Location:** Flagler Parks, Okeechobee, Florida

**Admission:** Free

**Full Event Information:** [www.okeechobeemainstreet.org](http://www.okeechobeemainstreet.org)

**Web:** [www.okeechobeemainstreet.org](http://www.okeechobeemainstreet.org)

**Event Category:** Festivals and Fairs

**Company:** Okeechobee Main Street

**Media Contact:** Sharie, **Email:** [info@okeechobeemainstreet.org](mailto:info@okeechobeemainstreet.org), **Phone:** (863) 357-6246

### Florida - March

**Florida, Keys, St. Petersburg**

**Event Date:** March 15, 2015

**Event Name:** Pass the Plate: The Florida Holocaust Museum Passover Cook-off

**Event Location:** Florida Holocaust Museum, St. Petersburg, Florida

**Admission:** Free

**Full Event Information:** <https://www.flholocaustmuseum.org/event/pass-the-plate-fhm-passover-cook-off>

**Web:** [www.flholocaustmuseum.org](http://www.flholocaustmuseum.org) (727) 896-3435

**Event Category:** Museums, Aquariums and Zoos: Exhibits

**Company:** Rkc

**Media Contact:** **Email:** [ksheehan@flholocaustmuseum.org](mailto:ksheehan@flholocaustmuseum.org), **Phone:** (727) 820-0100

### Florida - March

**Florida, Keys, Mount Dora**

**Event Date:** March 28 to 29, 2015

**Event Name:** Mount Dora Spring Collectibles and Crafts Show

**Event Location:** Streets of historic downtown Mount Dora, Mount Dora, Florida

**Admission:** Free