

**SPRINGFEST COMMITTEE
REGULAR MEETING
FRIDAY, JANUARY 29, 2016
9:00 AM
TOWN OF MALABAR – COUNCIL CHAMBERS
2725 MALABAR ROAD
MALABAR, FLORIDA**

AGENDA

- A. CALL TO ORDER**
- B. ADDITIONS/DELETIONS/CHANGES**
- C. APPROVAL OF MINUTES – 01/15/16**
- D. DISCUSSION: UPDATE ON FOLLOWING:**
 - CAR SHOW IS ON**
 - SPONSORSHIP COMMITMENTS**
 - PONY RIDES**
 - RAFFLE PRIZES**
 - FOOD VENDORS**
- 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
JANUARY 15, 2016 9:00 AM**

A. CALL TO ORDER:

ACTING EVENT COORDINATOR: Debby Franklin

COMMITTEE MEMBERS:

**LAURA MAHONEY
BARB KEMMLER
HANS KEMMLER
MAYOR CARL BEATTY**

ABSENT:

**TOM TAYLOR
LINDA TAYLOR
RUTH LEAHY
RICH DeBLASIO
SCOTT McLACHLAN**

B. ADDITIONS/DELETIONS/CHANGES: None

C. CONSENT AGENDA: APPROVAL OF MINUTES – This is 1st meeting

D. DISCUSSION:

Hans' Notes on SpringFest Meeting 1-15-2015 with additions from Debby

Bands to Consider

John Quinlavin Band – MC and Play?

Jim Milucky

Laura Mahoney's husband Mark (needs drummer)

Cindy Wagman Plays Celtic music Tuesday night Meg O'Malleys

Doug suggested using local talent that we can get for free. Laura suggested a 30 minute spotlight on local talent. She thought music was too loud last couple of years.

Carl: Have 50w amp battery powered Amplifier – (Town has) Mayor suggested letting the FD use it during their demos. Use at car show and announcements

Committee discussed holding a 5K at same time and agreed there is no interest in doing this. If it is done in the future maybe as a part of an autumn fest with maybe a chili cook-off.

Entry fees have gone up -

Debby: explained that Cindi had brought this up to Doug and they asked my opinion. I agreed that entry fees should be increased. Using rate of inflation the increases are:

Last year 12X12 space was 35 now 50

Double space was 50 now 65

Novelty food vendor was 50 now 65

Food vendor was 75 now 90

Trail Life Baptist group has already contacted Town and wants to be a part of program.

Horses -Debby will contact Tom (done)

Doug will contact Annelie about General (horse)

Rick at autism support at trail life – Laura will contact

Donations sponsors - Debby and Doug will work these - FPL etc.

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Signage – Need large enough font and universal

Put the advertisement for SpringFest in all kiosks so trail users and soccer players will see what's coming. Put the 4/9/16 date on early signs

Mayor suggested using different colors for font when changing out the signs

Debby will check prices when we had other signs made that slip into the three permanent frames Bill Sastrum installed. Find out where fourth one is. It could go up on US 1. Maybe on Willy's property? Inventory of signs - Hans will do this

Suggestion to put Sign at convenience store on Babcock

Suggestion to put Sign at Citgo on US1 – and/or on vacant land on north side of Malabar Road

Carl: Place Helium filled balloons on fence and ticket booth
Different colors, color code ticket locations

Does the fire department have spare ice? - Hans will inquire. Mayor said Sam at Citgo – ask him to turn on ice machine before the 9th of April

Photo contest - Debby will send us the rules, and sample letter raffle prizes. group each took part of the list of raffle donors to contact.

Sign Inventory for SpringFest – Hans and Barb Verified on 1-14-2015

18x24 inch small sign possible locations:

NE corner Malabar Rd and US 1

Rocky Point and US 1

Citgo on Babcock by Callagy

Disc Golf Park at existing sign location

Enclosed signage- Wood border – possible location:

Property on US1 north of Malabar Road – Hans will inquire

Enclosed signage- Wood border – current locations

Corey and Malabar Rd

Weber and Malabar Rd

T. Eschenberg conservation area

Kiosks – current locations

North end of Corey Rd

Disc Golf Park

Fire station and ball park road (Soccer Ln)

Sand Hill Trailhead on Marie Street

They agreed to have the tractor rides. Hans still has same trailer that Tom can use. Debby told Tom about this on 1/19/16. Tom is trying to get two Kubota trailers donated for the day.

They all agreed they likes the way the raffle drawings were done last year. Call out numbers and then post at ticket booth.

They all agreed to have the H&W Clown team again – they do face painting.

They all agreed to no dunking booth this year. Didn't have it last year and it wasn't missed.

Mayor will contact EELp folks to ask if we can run tractor rides through their property.

Doug/Debby will contact Attorney Bohne to find out Town liability if we give it away instead of selling it. That is the difference that the insurance company is claiming.

Next meeting will be 1/29/16 at 9AM

E. Adjournment:

There being no further discussion, this meeting was adjourned at 10:40 am. The next scheduled meeting will be held Friday, January 29, 2016.

By: _____
Debby Franklin,

Date Approved: _____

DRAFT



SEND TO
COMMITTEE
ASK FOR DONATION

January 28, 2016

RE: Malabar SpringFest 2016

To Whom It May Concern:

The preparations are underway for the Malabar SpringFest 2016. This is "Family Fun in a Rural Setting". Our event is being held on April 9, 2016 from 10 am till 4 pm. This annual event is enjoyed by Malabar residents and the surrounding communities.

With each year, we try to include different businesses in the area to participate in our event by donating a gift certificate and/or donated items to be raffled off throughout the day. We would like to invite you to join us for this year's event and understand the economic times we are in. We would appreciate any donation that your company would be able to provide.

The Events Committee thanks you in advance for your generosity. If you have any questions or concerns regarding this request, please feel free to contact me at 321-727-7764.

Sincerely,

Debby Franklin

Debby Franklin, C.M.C.
Town Clerk/Treasurer
Event Committee

Enclosure

March 31, 2014

*Thank you
for donation*

Cinema World of Florida, Inc.
4345 W. New Haven Avenue
West Melbourne, Florida 32904

Attn: Theater Manager

Re: Malabar Springfest 2015 Donation

To Whom It May Concern:

The Malabar Springfest Committee wishes to thank you for your generous donation of movie passes to be used as raffle prizes. These gifts will be a great addition to the raffle prizes that have been donated to this year's event. The Events Committee truly does appreciate all that you do for the Springfest event.

Thank you for all that you have done and continue to do for the Town of Malabar and the Springfest event. We are excited that you are participating again this year and look forward to a continued working relationship with you in the future. We hope to see you in the park on the 28th of March.

Sincerely,

Cynthia D. Kelley, C.M.C.
Deputy Town Clerk
Event Coordinator

Photo rules

AMATEUR PHOTO CONTEST
MALABAR SPRINGFEST ~~2015~~
SCORING SHEET

2016

April 9, 2016

VOTING FROM 10:00 AM TO 3:00 PM ~~March 28, 2015~~

THE TOWN OF MALABAR WOULD LIKE TO INVITE THE GENERAL PUBLIC TO VOTE ON THE PHOTOS SUBMITTED FOR THIS YEAR'S CONTEST FOR THE PEOPLE'S CHOICE AWARD. PLEASE CHOOSE YOUR FAVORITE PHOTO BY THE NUMER ASSIGNED TO THE PICTURE.

PLEASE DROP YOUR SCORE SHEET OFF AT THE TICKET BOOTH. VOTES WILL BE TALLIED BY 3:30 PM. THE WINNER WILL BE ANNOUNCED AT 3:45 PM AT THE PAVILION.

PEOPLE'S CHOICE: PHOTO # _____

PLEASE NOTE, WE WILL BE AWARDING RIBBONS FOR 1ST, 2ND & 3RD PLACE PHOTOS AS WELL. THESE PHOTOS WILL BE CHOSEN BY PROFESSIONAL PHOTOGRAPHER ROBERT WICKER. THE WINNERS WILL BE ANNOUNCED AT 3:45 PM AT THE PAVILION.

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know where the ticket booth(s) are going to be. Kelley stated that we will be having tickets sold at the car show for drinks; tickets will be sold at the pony rides again this year. Also, Kelley stated that there will be tickets sold at the Kids Zone as well. The ticket booth that has always been in existence will continue to be there, we are adding more so people don't have to walk so far for ticket purchasing. At this time, Mayor Beatty stated that having red balloons at the ticket booths would be a very good way to identify where people need to go for the tickets.

Kemmler asked Kelley about the set up for the vendor booths; she stated that the park will be set up the same way it has always been; people are fairly familiar with the layout. We will add some ticket booths throughout the park; that will be the only real change to this year's event. The band, John Quinlivan Band, has been hired for the entire day; John will also be the MC for the event and we have rented his equipment for the event as well for a total of \$700 (this amount has not changed for the last several years).

Kemmler asked about the sale of beer; he saw it as a topic of discussion on the 2/17/15 Council meeting agenda. Kelley stated that Council discussed it and it will be coming back to Council to discuss and take action. It will not affect this year's event but it could affect future Springfest events.

Knudson stated that this is supposed to be a community event; it's not a money maker and it was never supposed to be. Mayor Beatty stated that this came about as Council Member Korn was reviewing the bills to be signed off by him and the amount for this insurance caught his eye. We don't make the money back on the beer sales that we spend for the insurance. Both Kemmler and Knudson stated that if you don't have the beer, there may as well not be a Springfest; no one will support the event without it. Kelley said that isn't a true statement; we only make about \$250 to \$275 in beer sales. If they know any beer drinkers, have them come to the event. The beer sales have been this way since she has been working the event.

Kemmler stated he visited the park and there is a pipe that needs to be taken care of before Springfest; it has jagged edges and someone could get hurt. He has brought this to the Town Administrator's attention through the Park Board. He also stated that he hopes that the flag poles will be installed prior to the event as well.

Taylor stated he would like to have the gates opened so he can go through the EELs property to see how the hayrides will go. Kelley stated that she would contact Chris O'Hara and ask that he contact Taylor to set up a meeting to go out there.

Knudson stated that we need to get the word out about the photo contest. She will contact Robert Wicker about doing the judging for the "Best in Show". The 1st, 2nd and 3rd place winners will be chosen by the patrons the day of the event and announced prior to the end of the event. Kemmler asked Kelley to send the photo contest flyer to all the Boards. Kelley stated that they would have it by end of the day.

Mayor asked if the kiosks would have information regarding the event in them. Knudson asked about the "Coming Event" signs. Kemmler measured the sign and stated that he would work on the wording and send it to Kelley; he will put the signs together and have them out a couple of weeks prior to the event to notify the community.

Taylor stated he will contact the car places and see if they would like to have one of their vehicles on site. He said one of them did this last year; paid \$100 for the spot and no

Springfest 2016:

Trail Life Hamburgers & Hot Dogs
American Heritage Cotton Candy, Sludgies & Popcorn

They are the 2 groups in Malabar - FL 9613 both

BS are not in Malabar any more Troop #37

Reported by Kenny Bukowski - Gary Louch
4/13/16

Cops - do finger printing for Children