

**Balloon Fiesta Park Commission**  
**February 10, 2015 – 6:00 – 8:00 PM**  
**Meeting Location: Banquet Room / Balloon Fiesta Park**

**Draft Minutes**

**Meeting called to order 6:02 pm**

**Members Present:** Bill Nordin (Chair), Steve Wentworth (VC), Sandy Cohen, Mark Johnston, Dr. Steve Komadina, , Elise Rogers, Alexandra Kiska (PRD) Mark Haley, Shawna Ballay on behalf of Gov. Stuart Paisano,

**Members Absent:** Justin Garcia, Rick Treadwell, Jackie White, Frank Mezzancello

**Others Present:** Janie Jordan (AIBF), Paul Smith (AIBF), Gregory Rullman

**City Staff Present:** Paul Olsen (EHD), Susan Rice (PRD), Lisa Lopez (PRD)

**1. CHANGES TO THE AGENDA - None**

**2. REVIEW / APPROVAL OF THE DECEMBER 2014 MINUTES:** Mr. Wentworth motioned to approve the minutes submitted with the changes provided by Mr. Cohen. Dr. Komadina second the motion – Motion Passed

**3. PUBLIC COMMENT – None**

**4. EVENTS & PRESENTATIONS**

Past Events – 2/7-8 NM Rush Soccer Tournament – Attendance: 800 (down from 2000) Reported Issues: There was some balloonists that were not off the field at the proper time. They didn't actually interfere with the event but more care will be taken in the future. The trash pick-up for the event was not as good as it could have been. Our janitorial staff had to assist.

Mr. Nordin asked for additional details on the balloonist issues - Ms. Rice explained that they didn't clear the field until about 8:45 am by that time the private soccer event had already started set up. Also several cars were parked within gate 1, this opened up the gates for others to park on the field that should not have been there.

Future Events – 2/14 Cupids Chase 5K – Expected attendance 250 -

2/13-15 Friends & Lovers Balloon Rally – Expected attendance 400- Mr. Cohen asked of the track record of balloon rally successfulness. This Rice answered that it has been a successful event based off of her experience.

3/7-8 High Desert Youth Rugby Tournament – Expected attendance -2000.

3/8 AAAA Launch – Expected attendance - 150

Dr. Komadina asked why the St. Patrick Day parade that is expected to start at the Balloon Museum and then make its way down to Balloon Fiesta Park is not listed. Ms. Rice responded that this is the first indication she has of the event. Mr. Cohen will have Balloon Museum coordinator to check into the event and get back to Ms. Rice regarding any details.

Mr. Smith wants to know status of the July Concert – Ms. Rice explained steps taken to resolve the issue. Communication has been sent to Allen Baldwin, the event coordinator, to

explain that this has not been approved or permitted for the event at Balloon Fiesta Park. The website the event is listed on is: Eventbrite.

Ms. Rice presents event: Life in Color

Event Date: Friday, May 8, 2015

Time: 2:00pm – 10:00pm

Set-up dates: May 7, 2015

Est. Number Attending: 2000 (last report is up to 3500 people)

First Time: no – They have hosted similar events and references will be checked.

Area of use: Grass panel D6

Alcohol: yes, beer garden

Stage: yes, portable

Time: 7:00am – 6:00pm

Vendors: alcohol and food

Dumpster: yes – 2 open tops

Port-a-Potties: 20 – no field units because of color

Sound: Band on stage

Description: Concert incorporating colored corn starch. The stage will be set-up on intersection of Key Grab and Pilot Parkway, facing NE. Event is very aware of the 55db sound limit at perimeter of park. They will go through COA permitting process.

Rental fee description: \$750 rental fee for Grass panel D6, alcohol and parking fees To Be Determined.

Ms. Rice would like to gather advice for this and other concerts that are approaching her for rental. The questions and concerns are:

1. Mr. Wentworth – Is this concert a benefit concert. Ms. Rice states it is a for profit concert.
2. Mr. Wentworth - staff should be prepared to monitor decibel levels around the park. As construction in this area changes the decibel levels and how they are reverberated change as well. Ms. Rice responded that staff will already be doing the reading of decibel levels. Mr. Wentworth reminded Ms. Rice of the importance.
3. Mr. Nordin asked about only renting panel D6. Mr. Nordin felt that a larger area should be rented to allow entrance to the park. Ms. Rice explained that they will be coming in from gate #4 and heading directly onto D6.
4. Mr. Nordin wants to know where vendors will be set up. Ms. Rice explained she is still waiting for a map to show proposal. They will be located on pavement; beer garden will be fenced in.
5. Ms. Jordan would like to know the type of music that will be played. Ms. Rice responded that it is unknown at this time.
6. Mr. Nordin would like to know what the security ratio will be for this event. Ms. Rice responded that the security ratio will be one security guard for every 1000 people, plus the security guards required for the beer garden. Should be approximately 14 security guards.
7. Mr. Cohen states that genre of music makes a difference on decibel levels and approvals of the events- Mr. Nordin asked how an event would be shut down if it is deemed to be inappropriate. Ms. Rice explained that she has a power switch at the stage that she controls; the event will be canceled and shut down immediately if deemed inappropriate.
8. Mr. Johnston is very concerned about becoming a concert venue and become competition for other outdoor concert venues in the metro area. Mr. Johnston does not want to see Balloon Fiesta Park become a concert venue. Mr. Wentworth concurred with Mr. Johnston, and adds that this particular event should be enclosed with a fence for the protection of the other users. Mr. Wentworth stated that all concerts in the future should be carefully vetted by the Commission

9. Mr. Nordin reminds Ms. Rice that we can always keep decibel volumes below the city ordinance.

Dr. Komadina would like to verify the May 14 event for an AIBF sponsors, it is not listed on the future events schedule. Ms. Rice verified that the event is on the calendar but she failed to update the report.

Mr. Wentworth would like to know more details on the February 4 event that has details of a smell issue and dirty chairs. Ms. Rice explained that some sewer caps had to be replaced. The repairs have already been completed. Standard operating procedure for chairs is that they are left in the banquet facility and custodial staff will wipe them down before they are stored. This is to ensure that they are clean for the next user.

## 5. FEE SCHEDULE REVIEW

## 6. REPORTS / UPDATES

- **Department of Municipal Development** – Ms. Kiska states no buildings are scheduled to be built.
- **Albuquerque International Balloon Fiesta** – Updates provided by Mr. Smith
  - i. On ramp to I-25 – Meeting with the Mayor was held. The Mayor seemed to be very supportive and felt confident that he could lobby for state funding at the legislative session. Early estimated target date would be prior to the 2016 Balloon Fiesta. Bohannon Huston will be updating the 2007 report. Ms. Rogers asked if AIBF is experiencing any resistance with the project. Mr. Smith stated that at this time every entity seems very supportive of the project.
  - ii. Mr. Nordin asked about any new building projects – Mr. Smith refers back to Ms. Jordan and Ms. Rice. A new pergola at gate 12 and 4. Street and parking lot repairs.
- **Anderson Abruzzo Albuquerque International Balloon Museum** – Mr. Cohen reports the following:
  - i. Capital outlay funds are coming in soon. Window tinting will be starting soon. This is vital for accreditation.
  - ii. New exhibit. 19<sup>th</sup> century polar flight - this will be an immersive and interactive exhibit.
  - iii. Weather exhibit STEAM (science technology engineering art and mathematics) on how weather affects ballooning.
  - iv. A part of the SIMEXI Theater to be used.
  - v. Past Events – World record balloon flight. Mission control set up was first class. It will be set up for a while as an exhibit. It had some really positive national press coverage.
  - vi. Upcoming events – Not much to report until Spring time.
- **Environmental Health Department** – Mr. Olson reports the following:
  - Sandia Landfill will be surveyed next week
- **Parks & Recreation**
  - i. Sid Cutter Pilots Pavilion – Ms. Kiska reported
    1. Building Progress Update-
      - a. The timeline is on schedule.
      - b. Slab done and vertical construction started last week.
      - c. Phone line cut and was repaired on 2/9/25.
      - d. Time-lapse photos are being taken.

2. National publicity the bachelor did an episode where a destination dates was here in New Mexico one of the places that they visited was the 2015 Balloon Fiesta.
- ii. Verizon Project a meeting is scheduled for Thursday to discuss moving forward with the project. The 12 light poles are verified. CIP to ensure building in the correct spot for erosion purposes. Mr. Johnson wanted to know if it will be completed before balloon fiesta. Ms. Kiska confirmed that it will be completed before fiesta. Mr. Wentworth wants to know what the right spot is. Ms. Kiska answered that she will know more after Thursday's meeting. Mr. Wentworth would like DMD should be consulted when it comes to the trenching and patchwork of the parking lots. - DMD input to complete and make sure the construction is done correctly. Ms. Kiska – 8-10 parking spaces will be lost. No other approvals are needed.
- iii. Income since last meeting – Ms. Kiska reported:
  1. Last Month / FYTD (This has been changed from a year to date to fiscal year to day)
  2. BFP: \$1,835.00 / \$40,599.00
  3. EC: \$3,350.00 / \$30,643.00
  4. GC: \$3,606 / \$53,750.00
  5. Mr. Wentworth wants to know if there are any efforts being made to rent out the other buildings that are located within the park. Ms. Rice explained that there is minimal use of those buildings. Rental of the buildings is in conjunction with park rentals. Any rental income is reflected in the park rental income. Mr. Wentworth asked if they are a separate line item. Ms. Rice stated at this point they are only used and rented as part of park rentals.
- iv. Signage and way finding – No new information. Phase two is on hold until the funds can be obtained. GO money this year is already been earmarked for Sid Cutter tables and chairs etc. Mr. Haley asked about the \$40,000.00 for study and what it included. Ms. Kiska explained that the cost covered the study the reports and the pole banners that are currently being produced. Mr. Smith requested Ms. Kiska set up meeting with David Flores to discuss some signs that AIBF will pay for that will fit into the design element. Ms. Ballay asked if there is a cost estimate for the signs. Ms. Kiska doesn't have a cost estimate available. .
- v. Mr. Nordin wanted to know how many tables / chairs are needed for the Sid Cutter Pavilion. Ms. Kiska explained that any additional GO funds will be used for equipment for the new building. Currently the approximated amount is at approximately \$300,000. 97 tables, 768 chairs will fit in the facility.

## **7. OLD BUSINESS:**

- Annual Report - Soccer information is still forthcoming for the report. Mr. Nordin asked if pictures and color should be included on the first page. Dr. Komadina responded with a: No on those items to the report. Ms. Kiska questioned how the commission is going to use this report? Mr. Nordin answered that it will be presented to City Council. Mr. Wentworth stated that each commission member would use the report for various reasons and within their own organizations. Multiple copies should be available to be printed up. Ms. Rogers stated that it's it should be posted online for easy access. Mr. Johnston would like to make a few word changes and will provide Ms. Kiska the needed information. Additional discussion on wording and distinction between daily users and balloon fiesta event visitors.

## **8. NEW BUSINESS – None presented**

Ms. Rogers Motioned to adjourn. Mr. Johnson provided second. Motion passed. Meeting adjourned at 7:17 PM

## NEXT COMMISSION MEETING – 3/10/2015

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the Parks and Recreation Department staff liaison at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the Committee liaison at Parks and Recreation Department at (505) 768-5300 (Phone/Relay) if a summary or other type of accessible format is needed.