

## **Balloon Fiesta Park Commission**

**January 14, 2014 – 6:00 – 8:00 PM**

**Meeting Location: Banquet Room / Balloon Fiesta Park**

### **Minutes**

**Meeting called to order 6:05 p.m.**

**Members Present:** Bill Nordin (Chair), Steve Wentworth (VC), Sandy Cohen, Dave Downey, Mark Haley, Elise Rogers, Frank Mezzancello, Mark Johnston, and Dr. Steve Komadina

**Members Absent:** Justin Garcia, and Rick Treadwell

**Others Present:** Janie Jordan, Paul Smith, Greg Rullman, Duke City Electric Flyers, Jeff Willis, AMAFCA, and Josh Sugarman, Hoop it up.

**City Staff Present:** Billy Gallegos, Alexandra Kiska, Susan Rice, Daphany Martin

**REVIEW / APPROVAL OF THE SEPTEMBER MINUTES:** Mr. Wentworth motioned to delay approving September 2013 minutes, as he does not remember reviewing. Mr. Mezzancello 2<sup>nd</sup>, passed unanimously. It was suggested that all material that would be used for a Commission meeting should be sent to the Commission in advance of the meetings so all would have time to review the information.

### **EVENTS & PRESENTATIONS**

#### **Past Events–**

11/16 Show & Glow benefit for injured balloonist  
11/23 Pant me Chio 5K Color Run  
12/7 Balloon Museum's Pasole Ole Fun Walk through BFP  
12/14 ODP Pool Training (soccer training camp)  
12/14 Jingle Bell Rally

#### **Future Events-**

1/12 AAAA Balloon Rally  
1/11 & 1/18 Bicycle safety and skills clinic-cancelled not enough participants  
2/1-2 & 2/8-9 NM Rush Soccer Tournament  
2/8 Friends & Lovers Balloon Rally  
2/8 Cupids Chase 5K

#### **Supplement Events for Boards Approval-**

**6/14-15/14 Hoop it Up-** Mr. Sugarman attended meeting, and presented his event and discussed the schedule. No fireworks will be done at this year's event. Mr. Sugarman will be implementing a different parking line up in order to ease traffic. Park will be open to the public with the exception to vendor row. Ms. Rogers motioned to approve, Mr. Johnston 2<sup>nd</sup>, passed unanimously.

**8/22/14- Hoof it to Happy Hour-** Exact duplicate to what was done in last year's event. Event benefits Noon Day Youth Services. Small event is expecting to have no more than 500 participants. Ms. Rice said they did a great job last year. Motion to approve by Ms. Rogers, Mr. Nordin 2<sup>nd</sup>, passed unanimously. Discussion on letting people set up at no charge the day prior if

no rentals on the day. Ms. Rice will allow them to reserve the day before and pay the rental fee, or they can gamble that it won't be reserved.

**7/12/14- UV Splash Color Dash-** First year event. It is a color run, and is anticipating over 2,500 participants. Mr. Mezzancello motioned to approve, Ms. Rogers 2<sup>nd</sup>, passed unanimously.

Mr. Wentworth brought up his communication with Mr. Contreras regarding his upcoming new event. Mr. Conteras is proposing an event –“Rock the Millennium” that he attempted to have at the Park approximately seven years ago. The event was denied by the City for various reasons and legal action was started by Mr. Conteras – the status of that legal action is unknown. Wentworth stated that he told Mr. Conteras that he needs to go through the proper channels, provide a new application and contact Ms. Rice at Parks and Recreation. Ms. Rice did confirm she has heard from Mr. Contreras, but there are a lot of concerns that need to be addressed prior to bringing to the board. Ms. Kiska confirmed to the board that the event in question has NOT been given approval by the city, yet it is posted by Mr. Contreras on rockthemillinon.com to include other items such as a parade that have not even been presented to the city for approval. There is high concern that this is misleading as the city has not approved the event, nor presented before the board for a vote.

## **REPORTS / UPDATES-**

- **Albuquerque International Balloon Fiesta**
  - i. Looking towards 2014. Milling areas west of the Museum. More sleeves being installed, paving handicap area outside gate 1 & 2. Handout provided by Mr. Smith showing a large fire pit, and was thinking of placement along the north end of Main Street by the sandpit as well as the south end of the park. Preliminary idea he wanted to present to the board.
- **Anderson Abruzzo Albuquerque International Balloon Museum**
  - i. **Past Events-** Attendance up 6% from last year.
  - ii. **Upcoming events-** A conservation report was done previously at the museum and it was determined that they had very bad light levels. Therefore, the museum is looking at the possibility of purchasing solar guard coverings for windows to help protect the artifacts. A discussion ensued on whether an outside reflection on the tints would adversely affect the outlying neighborhoods, ballooning activities, or play on the golf course. No one voiced any serious concerns.
- **Environmental Health Department-** Mr. Gallegos confirmed a couple of break-ins in the last week. Nothing was taken, not sure what they were attempting to do. Mr. Willis with AMAFCA confirmed they will be surveying, and fencing the north end of their property. He also brought up the concern about the cleanup of the fireworks from Balloon Fiesta that was left in the diversion channel.
- **Parks & Recreation**
  - i. **Digital Sign update-**Has gone full circle and will be done with cable plug-in. Sending software now for use. Our IT people are in discussion with the manufacturer on how we can proceed and use the sign as intended. Ms. Rice will keep the board informed on what transpires with the end result. Mr. Smith explained he had no problem sharing their guest Wi-Fi with Ms. Rice, and Mr. Gallegos confirmed he had Wi-Fi as well. Going to have to run the cable until the Wi-Fi situation is worked out. It was suggested that City should hire an electrical

contractor to install a typical weatherproof box on the sign so computer cables could be plugged in to operate the sign. Estimated cost and time to install would be minimal.

ii.

iii. **Priority Plan Update-** for capital improvements to the park- Ms. Kiska handed out latest fact sheet prepared by Lee Green. The Mayor had put a hold on the project until the plan met the budget of under the 3 million. Mr. Green has presented to the Mayor a plan that has met the cost restraint, and has been approved. The project has to be completed by Balloon Fiesta 2015. Ms. Kiska working on getting approval through budget to staff the building, as there are plans to utilize the building for events. Once it is up and running the City needs to be ready to maintain it. Mr. Wentworth asked that the information such as the handout discussed be sent to the board prior to the meeting. Ms. Kiska confirmed Mr. Green will present in February and recommended to the board to review fact sheet prior to the meeting. Discussion on whether to have bathrooms or not. Mr. Wentworth pointed out it appears that the project is going around in a circle. He pointed out that the Commission had originally recommended a simple pre-engineered structure that could be built in phases as funds became available. This was ignored and the "planning team" proposed building that was visually pleasing but with a large price tag. Wentworth indicated the project was back to square one a year later.

iv. **Income** since last meeting & Balance in the account

BFP- \$2940.00

FOG- \$3760.00

There was a brief discussion about proposed Verizon Cell towers that may improve cellular reception at the Park and would generate approx. \$24,000 a year with a lease agreement. Staff indicated they would have more information at the next meeting.

During the brief discussion about the proposed Verizon Cell towers that would generate \$24,000 per year – it was pointed out by several Commissioners that those funds should be going into the Park Account - not the General fund for the City. Funds from the installed cell tower, park events, lease amounts and other revenue generated outside the Garduno's on Green Building are supposed to be included in the Park Account to be used for the Park. P&R Staff indicated they did not know about the Park Account. It was suggested that P&R Staff should spend a little time reviewing past actions by the City that impact the budgets and revenues generated by and for the Park. It was also suggested that Park staff take a little time to talk to past employees who have a comprehensive understanding of Park issues.

v. **Signage for park**—Committee meeting needs to be set

vi. **City Support for 2013 Balloon Fiesta-** Handout provided by Ms. Kiska showing the costs incurred for Balloon Fiesta from the various City Departments. Discussion on utilities and getting the meters read before and after Balloon Fiesta to determine actual AIBF expenses.

**Toilet Unit-** BFP-BMX Park across from the University had new toilets built last year, so the previous toilet unit has been removed and Parks and Recreation have obtained those restrooms and are located at the north end of the park. They are

similar to the restrooms currently at the park. The toilet has been brought here to Balloon Fiesta Park and is placed at the north end of the park. There is the hope to maybe one day utilize. Ms. Kiska is working on a cost analysis to see if we can utilize the toilets, by obtaining a quote on getting it up and running, along with any re-building of the infrastructure. She is hoping that someday in future through CIP to appropriate funds to build an infrastructure. The goal is to have more operating toilets, and would like the boards view on this. Mr. Wentworth indicated that when the current restrooms were moved after they were initially installed, it was determined that units placed further north in the Park may require a lift station so they could connect to the sewer lines. He also pointed out that when the restrooms were originally installed at the Park they failed and were closed during a Balloon Fiesta and were deemed unusable until they were remodeled to accommodate the public. The proposed unit is the same type of unit that required modifications. Ms. Kiska will look into the modifications needed for the newly obtained restrooms.

## **6. OLD BUSINESS:**

- Capital Improvements to the Park
- Park Policies & Park Funding Priorities
- Annual Report-Discussion on different styles of annual report, but most agreed something simple. Dr. Komadina recommended no more than 2-3 pages. Letting people know what we have done, and where we hope to be in the next year. Mr. Nordin also mentioned that letting council know how many activities we have going out here would help them realize how busy the facility has been, as they currently don't have a clue of all the activities. Mr. Wentworth agreed with Dr. Komadina that something simple should be provided. Ms. Rogers said reporting the numbers in attendance would be essential as well. Mr. Nordin recommended adding this to the agenda next month that staff provides a skeleton summary for next meeting to move forward on this report. Ms. Kiska agreed. It was suggested that the past reports should be reviewed and those reports should be made available to the Commission.
- How to recognize past Board / Commission members

**Mr. Mezzancello motioned to adjourn 7:45pm, Mr. Haley 2<sup>nd</sup> passed unanimously.**