

Balloon Fiesta Park Commission
December 16, 2014 – 6:00 – 8:00 PM
Meeting Location: Banquet Room / Balloon Fiesta Park
Meeting Minutes

Meeting called to order 6:00 pm

Members Present: Bill Nordin (Chair), Steve Wentworth (VC), Jackie White, Justin Garcia, Mark Haley, Mark Johnston, Dr. Steve Komadina, Frank Mezzancello, Elise Rogers, Alexandra Kiska (PRD)

Members Absent: Sandy Cohen, Shawna Ballay on behalf of Gov. Stuart Paisano, Rick Treadwell

Others Present: Janie Jordan (AIBF), Paul Smith (AIBF)

City Staff Present: Barbara Taylor (PRD), Garry Wolfe (PRD), Paul Olsen (EHD), Susan Rice (PRD), Lisa Lopez (PRD)

1. CHANGES TO THE AGENDA No changes

2. INTRODUCTION OF NEW MEMBER AND GUESTS – Jackie White of Albuquerque Fire Department, Barbara Taylor, Director of Parks and Recreation, Garry Wolfe, Assistant Director of Parks and Recreation

2. REVIEW / APPROVAL OF THE AUGUST AND SEPTEMBER 2014 MINUTES: Mr. Wentworth motioned to approve minutes as submitted. Second to the motion was given but audio could not determine who provided the motion – Motion Passed.

3. PUBLIC COMMENT - None

4. REVIEW AND APPROVAL OF POLICIES – Mr. Wentworth wanted clarification on an area of the draft that had been eliminated. Ms. Rice explained that several duplicate sections were removed. Mr. Wentworth motioned to approve the draft of the policies as presented. Mr. Mezzancello second. No other discussion on the topic – Motion Passed.

4. EVENTS & PRESENTATIONS

Past Events –

Doggie Dash and Dawdle – 11/2/14 This event has been held at the park for several years with no issues. Next year in 2015, they would like to begin set up on 10/31/2015 for the 11/1/2015 event date. AIBF has already approved set up time.

People's Festival – 11/8-9/14 – Reported attendance was 4,000 but Ms. Rice felt the realistic numbers were closer to 1500-2000 each day. Location of Field: D3, D4, D6 and D7 had no damage to the field. The organization of the event was not at the level needed for an event of this size. Details were missed and they took advantage of PRD facilities. There was miscommunication with the motorcycle rally and the organizers did not have enough parking attendants.

Stage placement was not good causing sound issues but no complaints were submitted to BFP staff. Mr. Nordin asked what defines a “good” sound reading. Ms. Rice explained that the reading should be between 49-52 decibels at the edge of the park, with a maximum limit of 55 decibels. Mr. Wentworth stated that sound travel is dependent on many things including barometric pressures. He stated that sound in one area can end up being very loud in another area due to the sound bouncing off buildings or structures. Sound issues change all the time at the Park. He also noted that DB meter readings are not a straight progression – a change of 10 DB is very, very significant; the readings reflect a trigonometric progression. – (Mrs. Rogers should be asked about her statements. - I believe Mrs. Rogers made some comments about staff giving direction to event applicants on how stages should be set up so future problems will be minimized.) Ms. Rice explained that stage placement facing East / North East provides better readings and results. Mr. Nordin questioned how well the amusement park rides were operated. Ms. Rice stated that the ride operator handled the rides very well. He had a good setup and take down plan that did not cause any damage. Ms. Taylor brought up the EHD issues and would like more details regarding that matter. Ms. Rice explained that a popcorn vendor didn’t have the proper propane to operate and were asked to leave. About 30 minutes later a lemonade vendor tried to setup without permission in the same area. The vendors didn’t have permits and tried to say they were part of another vendor’s permit. About 15 minutes later they were shut down and left. Mr. Nordin stated that they were attempting to have a larger event than they were prepared for.

Rebel Run for UNM 5k – 11/16/14 The event had some snow in the morning. They only had about 91 participants. They expected 150 and the participants had prepaid.

NM State Outdoor Archery Shoot - 11/22/14 was held on panel D6- Ms. Rice stated that there were buffer zones on the sides and they used the embankment for a back stop. The sides were quarantined off for safety. Several archers are now qualified for nationals because they competed in this event. The same vendor will be running archery at the Healthy U at the University summer camp. This event has opened up doors for sponsors and more archery events and Ms. Rice felt that it was a good partnership and could lead to youth archery events in the future. Ms. Rice explained that runners were stopped at the barrier at turned back. There were a couple of RC planes that flew over a small area but were asked to stop for safety reasons. No issues occurred. Mr. Wentworth questioned if archery is allowed in the parks. Ms. Rice explained that it was allowed due to it being a controlled event in a controlled area. Ms. Taylor stated that in general AdHoc archery is not allowed in the parks. Mr. Wentworth stated that in the policies on page 24, archery is not allowed. Ms. Rice stated that it is not allowed on a daily basis, but felt it was permissible since it was a controlled scheduled event. Dr. Komadina referred to a shooting event held in the past during Fiesta 2 years ago. Mr. Wentworth discussed the dangers of the sport even at the amateur level and advised to proceed with extreme caution because an arrow can be shot the entire length of Balloon Fiesta Park. Ms. Rice stated that only beginners were being allowed at this time. Mr. Nordin stated that all other archery events should be reviewed the by Commission. Ms. Rogers requested that the Commission be allowed to talk with organizers of such events.

Jingle Bell Rally – 12/13-14/14 – On Sunday there was some snow that affected the event. The tailgating was held at the Event Center. Mr. Smith stated that the balloon count was 50-75 balloons.

Mr. Nordin asked about funeral services being held at the Event Center. Ms. Rice explained that they don't happen often but we have had a few services here.

Future Events – Ms. Rice reported on the following events and requested recommendation of the Commission for the following events:

ABQ Sol Tryouts – 1/3/14 Semi Pro try outs to be held.

Name of Event: Insane Inflatable 5K

Event Date: Sunday, June 7, 2015

Time: 9:00am – 2:00pm

Set-up dates: Saturday June 6, 2014

Time: 8:00am – 5:00pm

Est. Number Attending: 2000

First Time: No – hosted 16 events in 2014 – averaging 2500 at each

Area of use: North Launch Field (grass panels D1 – D7 and roads)

Stage: yes

Alcohol: yes, beer garden on D4

Vendors: food, alcohol and merchandise

Dumpster: yes

Port-a-Potties: using field restrooms

Sound: DJ on D4 stage

Description: The event is a 5K run on and off the grass. Participants climb over and through inflatable obstacles that are attached to stakes in the turf. The placement of the obstacles is coordinated with the Parks & Recreation Maintenance Department. The set-up of this event is on Saturday and will be coordinated with the Heart Walk on that day. Commission was advised because of the number of attendance and alcohol will be served.

Rental fee description: \$5100.00; \$5000 for the use of the North Launch Field – a for-profit event, \$100 for electricity and water use for the event. Sales surcharge and parking fees will be determined after the event.

Mr. Nordin clarified that the insurance is actually \$3,000,000.00 due to the inflatables being considered carnival rides. Ms. Rice stated she will make sure it is obtained. Ms. White asked about the permit approval process. Ms. Rice explained that once our approval is given then the special permit process can be completed with Mike Trestle of Cultural Services. Mr. Mezzancello motioned to approve the event with a second to the motion given (audio could not determine who provided the motion). No other discussion was offered. Motion passed.

Name of Event: Albuquerque Heart Walk 5K walk/run

Event Date: June 6, 2015

Time: 9:00 – 11:00am

Set-up dates: June 8, 2015

Time: 5:00am

Est. Number Attending: 1200

First Time: no – repeat from 2014

Area of use: Roads of park and grass panel D4

Stage: yes

Alcohol: no

Vendors: NA

Dumpster: no

Port-a-Potties: no

Sound: DJ on stage

Description: 5K walks to benefit the Blue Cross and Blue Shield of New Mexico using the roads of the park and D4. The Inflatable 5K will be setting up their course on the interior of the park during this event – respecting the race. This walk will be using Balloon Fiesta Parkway to incorporate the Blue Cross and Blue Shield building. Commission was advised because of number of attendance.

Rental fee description: \$850; rental of grass panel D4 and the roads of the park - \$750, electricity - \$100

Mr. Nordin wanted to know what the standard procedures were for an event that wants to close the road near the Blue Cross building. Ms. Rice explained that the City of Albuquerque permitting office is the one that do the notifications and approvals. Mr. Wentworth stated that we should update the listings and send out notifications as needed. Ms. Rice agreed and will update her list. Mr. Mezzancello motioned to approve the event. Mr. Haley seconded to the motion. No other discussion was offered. Motion passed.

Name of Event: New Mexico Rush Spring Cup – Soccer Tournament

Event Date: February 7-8, 2015

Time: 8:00am – 6:00pm

Set-up dates: Stripe the fields Friday Feb 6

Time: during the day

Est. Number Attending: 1500

First Time: 3rd year on BFP

Area of use: North Launch Field (grass panels D1 – D7)

Stage: NA

Alcohol: No

Vendors: yes - trucks

Dumpster: TBD

Port-a-Potties: 6 on west side of park

Sound: PA

Description: Large soccer tournament hosted by NM Rush. There will be no balloon launch that weekend. If there is snow on the ground, the tournament will be canceled or postponed. Commission was advised because of number of attendance.

Rental fee description: \$4590.00; \$2125/day for 2 days (includes the 15% multiday discount); \$340 – estimated 2 vendors and electricity for 2 days @ \$35/day/vendor.

Mr. Nordin explained that the tournament has gotten smaller over the years and it can be held in one weekend vs two. Mr. Wentworth motioned to approve the event. Mr. Mezzancello seconded the motion. No other discussion was offered. Motion passed.

Name of Event: Princess & Pirates, a Family Picnic

Event Date: August 28-29, 2015

Time: 10:00am – 6:00pm (Sat. evening event 10:00pm)

Set-up dates: August 27, Friday

Time: All day

Est. Number Attending: 6000

First Time: yes, but experienced

Area of use: grass panel D4

Stage: yes

Alcohol: yes, evening dance only

Vendors: yes

Dumpster: yes

Port-a-Potties: 16

Sound: DJ

Description: This is a family fun day centered on children's activities: water bounce houses, sprinklers to run through, carnival games and vendors. The beer and wine vendors are for the evening only for an adult dance. This event has been reviewed by the Commission, but alcohol was added. Commission was advised because of number of attendance and alcohol.

Rental fee description: \$837.50; \$318.75/day X 2 days (with 15% multiday discount) = \$637.50, \$200 electricity for 2 days, alcohol surcharge TBD

Mr. Nordin asked for the name of the organizer. Ms. Rice answered with Dean Strober with Blue River Productions. Ms. Rice stated the bounce house vendor will have the elevated insurances as well. The dance floor is elevated above the grass. The floors are similar to the ones used for the Celtic Festival and are still subject to park management approval. Mr. Mezzancello motioned to approve the event. Ms. Rogers seconded the motion. No other discussion was offered. Motion passed.

Name of Event: Southwest Bacon Fest

Event Date: November 7, 2015

Time: 11:00am – 5:00pm

Set-up dates: Friday, Nov. 6, 2015

Time: during day

Est. Number Attending: 6000

First Time: yes at Park, was at Balloon Museum

Area of use: grass panel D4

Stage: yes

Alcohol: yes

Vendors: yes

Dumpster: yes

Port-a-Potties: 16

Sound: DJ

Description: Festival of food celebrating bacon. Commission was advised because of number of attendance and alcohol.

Rental fee description: \$850; \$750 for rental of grass panel D4, \$100 for use of electricity. Vendor charge will be \$35/vendor – TBD, alcohol surcharge TBD.

Mr. Nordin corrected that the move from the Balloon Museum is not space but rather price. Ms. Rice stated that she did not solicit him but that he was prepared for a phone call back from Susan if needed, to answer questions. Ms. Rice stated that Mr. Strober needed to move because the museum space was too small. Mr. Strober has not received any complaints from his past events at the Balloon Museum. Mr. Mezzancello motioned to approve the event. Mr. Garcia seconded the motion. No other discussion was offered. Motion passed.

Mr. Smith wanted clarification on when we collect fees for gate admissions and parking. Ms. Rice stated that fees are not collected for presold tickets. If admissions are charged at the gate and if there is a parking fee, we do collect fees. Alcohol surcharges are collected when necessary. Ms. Rice gave the amounts of: \$.50 per car and 10% for gate admissions. Mr. Nordin reminded Mr. Smith that the fee schedule is up for review and that discussion will happen at a later meeting. Mr. Wentworth agreed that the policy needs to be reviewed and enforced.

Name of Event: Doggie Dash and Dawdle

Event Date: November 1, 2015

Time: 8:00am – 3:00pm

Set-up dates: October 30-31, 2015

Time: mid-day

Est. Number Attending: 4000

First Time: no, repeat

Area of use: Roads of park and grass panel D4

Stage: yes

Alcohol: No

Vendors: yes

Dumpster: yes

Port-a-Potties: 10

Sound: DJ and PA

Description: 5K and fun run to benefit Animal Humane. AIBF has been contacted and has given permission to set-up for the event on October 30 and 31, 2015. Commission was advised because of number of attendance.

Rental fee description: \$850; \$375 for use of roads, \$375 for use of grass panel D4, \$100 for electricity

Mr. Wentworth motioned to approve the event. Mr. Johnston seconded the motion. No other discussion is offered. Motion passed.

5. REPORTS / UPDATES

- **Department of Municipal Development**
- **Albuquerque International Balloon Fiesta** Mr. Smith reported that the countdown for 2015 Fiesta has already started. Attendance for 2014 was 843,000. This amount was up from the year before by approximately 30,000.
- **Anderson Abruzzo Albuquerque International Balloon Museum**
 - i. Past Events
 - ii. Upcoming events
- **Environmental Health Department** Mr. Olson reported that the Nazareth complex might be ready for possible use on July 4th. Mr. Olson said that he really enjoyed working with the AIBF volunteers. Mr. Wentworth wanted to know why the changes. Mr. Olson stated that only a few areas needed sealing. Methane gas will find a crack or make one to be able to be released. Mr. Nordin wanted to know what happens to the gas once it is sucked out. Mr. Olson reported that landfills create 40 percent of the emissions in our environment. Sometimes the gas is burned off. Mr. Olson also reported that possible biotech items are being researched. Mr. Wentworth wanted an update on any break-in or thefts. Mr. Olson reported that there have not been any since before 2014 Fiesta.
- **Parks & Recreation**
 - i. Sid Cutter Pilots Pavilion
 - 1. Time line to build – Ms. Kiska reported that the construction started last Friday, December 12, 2014. On Monday, they started removing the asphalt. Ground breaking ceremony will be held on Monday, December 22, at 12:30 pm. It is a 260 day project. Starting Jan 9 regular construction meetings will take place every two weeks on Friday to discuss progress. Time still needs to be determined. Ms. Taylor clarified that Mr. Keith Reed will work with David Flores to discuss construction and that it is not a public meeting.
 - ii. Verizon Project –Ms. Kiska reported that the Real Property Division is working on it. There are no recent updates since August 2014. Mr. Nordin explained to the new people that the light poles are going to be changed into cell towers to improve reception. Mr. Wentworth reminded the Commission that Verizon agreed to replace all poles to match the new ones. The placement of the “dog house” was not in an ideal location. Mr. Wentworth wanted to know if a new location has been determined. Ms. Kiska did not have any updated information but will follow up.
 - iii. Income since last meeting - Ms. Rice - Unable to report for the month. Ms. Kiska reported that the first half of the fiscal year up to November 30th. This included the fact that we were unable to rent the facility for September and October.
 - 1. GTC \$42,971.42
 - 2. Event Center \$22,343.00
 - 3. BFP \$36,394.00
 - 4. With a grand total of \$101,708.42

Ms. Rogers wanted comparisons of years past incomes. Ms. Kiska reported that FY 13 total was \$214,224.00 and FY 14 \$233,770.00 with increases every year. December to June is the biggest rental months of the year. Mr. Wentworth requested that the details of what Ms. Kiska reported be sent out to the Commission. Mr. Wentworth inquired about the roof repair schedule and costs. Ms. Kiska explained that Parks and Recreation, with the assistance of building maintenance, designed the scope of work and then obtained quotes from several vendors and National Roofing was the lowest bid. Ms. Taylor went over the process of such projects like roofing and building maintenance, roofing and HVAC.

- iv. 2014 Balloon Fiesta City of Albuquerque Financial Support. Ms. Kiska reported that every department involved with the Fiesta reported back to her the costs of that department's specific support were during the Balloon Fiesta. This year the financial support has totaled \$1,289,355.67. Individual reports are available for review if requested.
- v. Signage and way finding – Ms. Kiska reported that a new sign at the top of the hill as well as the doors and the canopy are all new additions to the park. The directional signs are in place. The banners will be made and should be up in February. Once that is completed Phase 1 will be final. Phase 2 and on there is no funding at this time. Ms. Taylor explained the capital cycle as a two year period. Two cycles ago the City of Albuquerque issued bonds in the amount of \$160,000,000.00 by annum. The last cycle in 2015, the amount was closer to \$115,000,000.00. This reduction was a direct consequence of the recession. The City of Albuquerque moved money in the amount of \$4,000,000.00 from the property tax fund to the general fund to stabilize the general fund budget due to the lack of the gross receipts taxes. Mr. Wentworth wanted to know the amount for the pavilion that was cut approximately in half. Ms. Taylor stated that the funds to build the facility have been accumulated over the last two cycles. Phase 2, and on, could be harder to fund but there are some funds available.

6. OLD BUSINESS:

- Annual Report – Report to Council. – Ms. Taylor stated this is a prime time to address the annual report because of the timeline on the GO Bond presentation. The presentation given on Jan 5 then 3 weeks later given to the Committee of the Whole. Ms. Kiska – A majority was already done. Ms. Kiska was asked to send to the Commission the report. Ms. Kiska would like to form a subcommittee – Dr. Komadina, Mark Johnson, Steve Wentworth. Alex will set up a committee meeting for the week of January 12.
- Fee Schedule Review for 14-15 – Mr. Nordin wanted to begin addressing this item. Request to have it sent out this week to discuss at the next meeting. Mr. Wentworth wanted to make this a priority. Mr. Mezzancello suggested that a subcommittee be set up to address the fee schedule.

7. NEW BUSINESS

Ms. Rogers moved to adjourn the meeting: 7:37 pm. A second to the motion was given but audio could not determine who submitted it. Motion passed.

NEXT COMMISSION MEETING - January 20th 6 pm

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Parks and Recreation Department at (505) 768-5300 (Phone/Relay) if a summary or other type of accessible format is needed.