

Balloon Fiesta Park Commission
April 12, 2016 – 6:00 – 8:00 PM
Meeting Location: Sid Cutter PP
Draft Minutes

Meeting called to order 6:00 pm

Members Present: Bill Nordin (Chair), Steve Wentworth (VC), Dr. Steve Komadina, Elise Rogers, Alexandra Kiska (PRD), Mark Johnston

Members Absent: Justin Garcia, Mark Haley, Cheryl Lete, Paul Garver, Jackie White, Chamisa Radford

Others Present: Paul Smith (AIBF), Paul Petrehn (AIBF), Janie Jordan (AIBF), Greg Rullman (flyer group)

City Staff Present: Beverly Quinlin (PRD) Susan Rice (PRD), Lisa Lopez (PRD)

CHANGES TO THE AGENDA – Mr. Wentworth would like to address old business items first due to time restraints.

Past member recognition to be moved to item # 3. Drop annual report and paragliders at BFP.

REVIEW / APPROVAL OF THE MARCH MINUTES - Mr. Wentworth motion to approve minutes with the suggested changes as emailed out. Dr. Komadina seconds the motion. – Motion passed

1. **PUBLIC COMMENT –** UAV / Drone training academy – Mr. Rullman’s guest was not available for the meeting. Item will be moved to May 2016 meeting.
2. **EVENTS & PRESENTATIONS Susan Rice reported the following: Introduction of Beverly Quinlin as new events assistant.**
 - a. **Past Events**
 - i. March 12 – Rugby Saturday – Attendance 300
 - ii. March 13 – AAAA Flying Event and Crew Training - Attendance 260
 - iii. March 19 – Rugby Saturday - Attendance 300
 - iv. March 26 – NM Xtreme AIR 5K - Attendance 800 Already paid and booked for next year (2017).
 - v. April 2 – Autism Walk - Attendance 1200
 - vi. Rugby Saturday - Attendance 300
 - vii. April 9 – Super Run 5K - Attendance 500
 - viii. Rugby Saturday - Attendance 300
 - ix. April 10 – ABQ Youth Lacrosse Games - Attendance 300
 - b. **Future Events**
 - i. April 16 – Hemophilia Walk & Car Show – Expected Attendance 500
 - ii. Rugby Saturday – Expected Attendance 300
 - iii. Special Olympics Flag Football - Expected Attendance 200
 - iv. Rugby Saturday - Expected Attendance 300
 - v. April 23 – AYSO end of season games – Expected Attendance 3000
 - vi. Rugby Saturday - Expected Attendance 300
 - vii. April 30 – Alta Mira Kite Festival – Expected Attendance 1500
 - viii. May 7 – BAOA Car Photograph – Expected Attendance 35

- ix. Lemonade Day – Expected Attendance 250 Park entrance
- x. NAMI 5K Walk – Expected Attendance 300
- xi. March for Babies – Expected Attendance 400 Starts at Presbyterian
- xii. Rugby Saturday – Expected Attendance 300
- c. **April 15-24 Carnival and Music Festival- Duke City Fair** – Will not be happening. Mr. Nordin reported the event moved to Santa Anna Casino but then was cancelled all together. Mr. Smith inquired for details on the cancelation. Mr. Wentworth referred Mr. Smith to the Facebook page of the organizers. Mr. Nordin stated that funds were spent before contracts were signed.
- d. **August Concert Update** – Van Warp Tour concert – Expected Attendance is 5,000 to 10,000 Mr. Johnston inquired if the event is actually on a Monday. Ms. Rice confirmed. Ms. Rice added the location has been moved to D4 and will face east. The millings next to Public Safety Building will be used for tent area for talent area. Mr. Nordin inquired about lights. Ms. Rice stated yes, lights will be brought in as well as security. Music will end by 10 pm but clean-up will continue until later. A fee for possible extraordinary damages is being charged for possible grass damage.
- e. **Events for Discussion** - Ms. Rogers motion to approval all events as listed. Mr. Johnston seconds the motion. Motion passed. (Staff Report Supplement for additional details)
 - i. April 16 – Hemophilia Walk and Car Show – Expected attendance 800
 - ii. July 1 – 6 – Freedom Fourth – Expected attendance 60,000
 - iii. April 23 – AYSO End of Season Games – Expected attendance 3000
 - iv. April 30 – Alta Mira Kite Festival – Expected attendance 1500
 - v. May 14 – 15 – Lacrosse Fiesta – Expected attendance 1000
 - vi. May 21 – Rio Grande Celtic Fest – Expected attendance 5000
 - vii. May 28–30 – Wine Festival – Expected attendance 10,000
 - viii. June 4 – Kickball for Kids – Expected attendance 1000
 - ix. June 11 – The Neon Run – Expected attendance 1500 Mr. Nordin inquired if the event will end at 11 pm. Ms. Rice responded no – The event time is from 5 pm and ends at 10 PM and clean-up will go until 11 PM.
 - x. June 18 – Heart Walk – Expected attendance 1500
 - xi. June 24-25 – Cancer Relay 4 Life – Expected attendance 600
 - xii. July 9 – USA Archery NM State Champ. – Expected attendance 100 Ms. Rice stated that archery is only allowed during controlled events. This is the second year they are holding the event at the Park. D6 is separated for safety. Ms. Jordan inquired if the policies prevent it. Mr. Nordin responded that the event was held last year and approved after discussion.
 - xiii. July 23 – ABQ Dodgeball – Expected attendance 1500
 - xiv. July 30 – Jungle in July 5K – Expected attendance 500
 - xv. August 12-13 – BBQ Cook-off and Car Show Expected attendance 500 Benefit Make a Wish.
 - xvi. November 6 – Doggie Dash & Dawdle - Expected attendance 4000 Attendance confirmed by Ms. Rice when Mr. Nordin asked if the attendance was correct.

3. OLD BUSINESS:

- a. Paragliders at BFP – Mr. Wentworth reported that the gliders have been reviewed in the past. It is not an approved event due to the sound issues. There were also safety concerns due to the large size of the gliders with engines using gasoline.
- b. Verizon Project - Status of project and lighting fixture status. – It is still in Legal for review.
- c. Past member recognition – Committee Mr. Wentworth, Mr. Mezzancello and Mr. Garcia – Mr. Wentworth information was sent to the Commission several months ago. A

Plexiglas display that was able to be updated as needed was decided upon. Expected cost would be about \$3,000.00. Several past members have passed away and should be recognized. Item has been voted on and approved by the Commission. Mr. Wentworth motions to request PRD proceed.

- i. Ms. Kiska responded that due to the request of the Commission for a memorial plaque to honor past Commission members the Parks and Recreation Administration decided to create an Ad Hoc Committee to determine the policies and guidelines for any and all memorials for Balloon Fiesta Park per the directive of Director Taylor. Chris Green, Jason Coffee, Mike Rice, Bill Nordin, Sherri Buggerman, Alex Kiska are on the committee. Wentworth expressed concern that the Commission was never informed about the formation of the referenced committee or asked to be involved. He also expressed concern about the work already done and agreed to by the Commission. He indicated it appeared the Commission was being ignored and blindsided. Mr. Wentworth requested that full communication of the approved recognition be given to the committee on what work has been done and decided upon by the Commission. There is a meeting on Friday 9 am at the event center meeting. Mr. Wentworth would like an email with meeting details. Dr. Komadina stated work needs to be done to complete the Commission request based on the design plan that is decided upon. Ms. Kiska states all are welcome to attend and provide input on the memorial policies that will be set up.
- d. BFP daily guidelines
- e. Annual Report - Delete form agenda

4. REPORTS / UPDATES

a. Department of Municipal Development - NONE

b. Albuquerque International Balloon Fiesta Reported by Mr. Smith.

- i. 2016 Fiesta – The big project is to put fiber optics along Main Street. The system was last addressed in 1986. Parks and Recreation and Cultural Services Division and Homeland Security will all be asked for assistance. Fiber optics will be installed from the public safety to Sid Cutter. Ms. Kiska confirmed completion summer 2016. AIBF doesn't want to invest up to \$100,000 if Verizon digs it up. A planned installation needs to be done. Mr. Nordin inquired if the lines that will go from Sid Cutter to Public Safety Buildings could be connected to, for extensions? Mr. Smith answered that he doesn't know.
- ii. Utility infrastructure at President's Compound will be upgraded. Waiting on prices from PNM. Mr. Olson confirmed that he is still waiting for drawings from PNM. Ms. Jordan stated AIBF is also awaiting the same documents.
- iii. Will any landscaping be done before 2016 Fiesta for landscaping? Will AstroTurf be placed around the millings? Ms. Kiska responded that she is not aware that it will be and it is expected that AIBF will pay for the AstroTurf this year. Mr. Smith inquired if the sheds will be moved. Ms. Kiska stated that they will not be moved until the landscaping is done. There was a question about moving the memorial obelisk located on the north side of the Park that had been damaged by Parks and Recreation several years ago. Mr. Smith also inquired if there will be blinds on the windows. Ms. Kiska responded that at this time there is no talk about blinds.
- iv. Mr. Nordin complimented AIBF on the success of the 2015 Fiesta. Mr. Smith corrected that the figures reported are a reflection of the financial impact to the City of Albuquerque wide not necessarily income to Fiesta.
- v. Ms. Rice advised that at the end of April a meeting will be held to discuss alterations and park improvements such as structural changes and signs. Mr.

Nordin inquired what walls are changing. Mr. Smith responded that they are on the north end of the field and then questioned the gate sign update. Ms. Rice stated that the Gate 27 and 28 will be renumbered due to a retirement of three of the gates.

- vi. Mr. Nordin inquired building plans. Mr. Smith responded about the mobile minis (Conex Boxes) and how they are used and what they look like. They can be used as hospitality centers and moved easily.

c. Anderson Abruzzo Albuquerque International Balloon Museum – Mr. Garver not in attendance to report. Items listed below are from the observation of Ms. Rice and Ms. Jordan.

- i. Past Events – Food truck fest seemed like it was a successful event.
- ii. Future events – Renaissance Fair will take place next month.
- iii. Commission requested that in future meetings that are not attended that a report still be sent in for Commission discussion.

d. Environmental Health Department – Mr. Olson not in attendance to report.

e. Parks & Recreation

- i. Income since last meeting
 1. Park Rental - \$16,111 / \$57,769 (March YTD)
 2. Event Center \$5,390 / \$56,990
 3. Sid Cutter \$2,300 / \$50,733
- ii. Mr. Nordin inquired about the Proms that are being held. Ms. Rice responded that the only issue has been the decorations. The damage done is already in process of repairs. Ms. Jordan inquired about lock in proms – Ms. Rice stated no requests of that nature have been made.
- iii. Next GEO Bond P & R priorities – Presentation given to group by Ms. Kiska. PDF of power point presentation.
 1. Q & A – Mr. Wentworth inquired about the electric gate replacements. Ms. Kiska responded that the electric gates on the north end of the park are old and have to be repaired often. They need to be replaced.
 2. If the full amount is not approved Ms. Kiska will have to give a list of priorities of how the funds will be spent.
 3. Q & A – Dr. Komadina stated that if given the choice between items that make the park nice vs making the park usable for the public, he would choose to have utilization over aesthetics. Ms. Kiska states that the plans incorporate both. Such as tables and plants that will keep the area cool. Mr. Komadina stated that waste that takes place with government spending.
 4. Q & A Dr. Komadina inquired if there are any other sources of money. What are the restrictions on fund raising? Ms. Kiska responded that PRD is often times one of the first areas cut when funding is scarce. There are urban grants available for parks such as BFP. Planning and Design attempt to look for alternate funds.
 5. Mr. Wentworth inquired about the use of additional funds such as the lodgers' tax. Ms. Rogers responded that the lodgers' tax is earmarked for advertisements. Mr. Wentworth also pointed out the public and past Commissioners lobbied the State Legislature for funding for the Park.
 6. Dr. Komadina stated that Homeland security should assist with location and lobbying the funds. All public safety items could be addressed. Ms. Kiska will do some research. Mr. Wentworth agrees with functionality being a priority.

7. Mr. Nordin inquired if Ms. Kiska believes the funds will be cut. Ms. Kiska responded that it will most likely be cut but she will attempt to get as much as she can and will have to reevaluate the various projects.
 8. Dr. Komadina inquired if private entities can build on the park, such as a sponsorship of a building. Ms. Kiska responded that PRD is considering the idea both with BFP and the upcoming Regional Ball Field. Mr. Nordin reminds the group that if sponsors are put in place those funds should be held in escrow to remove the name off the building when the contract is complete or if the company goes out of business.
- f. **O-15-2 amending the Balloon Fiesta Park Ordinance**
- i. Cheryl Lete Confirmed by Council on 4/4/2016 – Term expires on 7/1/2019
 - ii. Justin Garcia Reconfirmed by Council on 4/4/2016- Term expires 7/1/2018
 - iii. On April 4th City Council motioned to defer the bill until May 2, 2016.
- g. **RPC - Zone Change Proposal to build a 40 lot gated residential area by the Balloon Museum**
- i. EPC voted 4 to 2 to allow for the zone change.
 - ii. Zone change being appealed by the City of Albuquerque– Update Next meeting will be Thursday April 14, 2016. Mr. Wentworth responded that the appeal will go in front of the land use hearing officer and a recommendation will be given to the City Council. Mr. Wentworth said he would send out the information that he has on the issue to the Commission.

5. NEW BUSINESS:

- a. Pricing / Fee schedule –Ms. Rice requested a single price for profit and nonprofit as well as a price increase for rentals at the Event Center.
 - i. Single fee for park rental – Possible price increase and then have fees waived or reduced for nonprofits as a possible option. Mr. Wentworth stated that a two tier system is needed and percentage of profits should be added to the schedule for the large for profit vendors.
 - ii. Ms. Rice explained that some of the determinations are hard to make on what events are profit and nonprofit. A cancer run could be a nonprofit but they make profits vs a vendor only giving a portion to a nonprofit organization. Currently it is determined by who is caring the insurance.
 - iii. Mr. Nordin inquired about the City of Albuquerque’s anti-donation clause – Ms. Kiska explained that the City follows the same format as the State of NM. Example that the numbers of volunteer hours is equivalent to the cost of the field use. It has to be well documented. It can also be requested via a request to the Mayor’s office. How do the rules apply to the anti-donation rules? Mr. Wentworth pointed out the Bernco and other facilities allow groups to sign a usage agreement that allows the group to provide some sort of public service in return for the use. Those provided services are most often never equivalent to any costs normally charged for use.
 - iv. Dr. Komadina inquired about fee waivers. Ms. Rice explained the process already in place for fee waivers is at the digression of the Director of PRD.
 - v. Mr. Wentworth suggested that the two tier system should remain in place as well as adding a percentage of profit system be put in place for the large for profit events.
 - vi. Mr. Johnston reminded the group that tax documents were discussed at one time. One price is not a bad idea but that exceptions should be a simple process. Ms. Rice explains the simplicity of the current document and the approval rate to date has been good.

- vii. Ms. Rice request fee increase to be increased by \$100 for the event center. Base rental fee to be \$200.00 for the upper level and \$400 for the lower level plus the \$100 application fee and the \$250.00 damage deposit.
- viii. Mr. Nordin inquired how many commercial rentals we have. Ms. Rice responded that we do not rent commercial because they always find a nonprofit to carry the insurance. Mr. Nordin suggested moving everything to non-commercial rates to avoid having to waive / reduce every event. Next month it should be addressed and discussed in detail. – May meeting will be the primary focus.

6. OLD BUSINESS: Item moved

Motion to adjourn meeting: Ms. Rogers Second by Mr. Johnston. Motion passed Meeting adjourns at 8:04 pm.

NEXT COMMISSION MEETING – May 10, 2016

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.