



city of albuquerque
Parks and Recreation Department

Martin J. Chavez, Mayor

Jay Hart, Director

Balloon Fiesta Park – FY06 Fee Schedule

July 1, 2005 – June 30, 2006 (*Fees are reviewed annually*)

NOTES:

1. **Leased Areas (possible use restrictions):**

- a. Area A – Joint Use Parking Area
- b. Area B - Eastdale Little League
- c. Area C - New Mexico Golf Academy (NMGA - Use of the NMGA facility may carry an additional charge)
- d. Portions of Museum Area.
- e. The Albuquerque International Balloon Fiesta (AIBF) has “exclusive use” of the park August 1 – October 31 each year. Reservations during this time of year will need to be coordinated and approved by them.
- f. Reservation of Northern Launch Field for concerts or other larger events will require reservation of the entire Northern Launch Field.

2. **Fees:**

- a. **Existing Lease Agreements:** between the City and other parties, i.e. AIBF, New Mexico Golf Academy, etc. take precedence over this fee schedule.
- b. **Application Fee:** for all events scheduled at the park a non-refundable application fee of \$35 will be charged.

In order to ensure that staff and Balloon Fiesta Park Operations and Management Policy Board members have adequate time to review materials associated with the proposed event or activity, applicants must initiate the application process with P&R staff no later than 45 (forty-five) days prior to an event. Any applicant wishing the Policy Board to waive this forty-five day requirement will be assessed an expedited process fee of \$70.

- c. **Governmental Surcharge Fee:** Per the FY02 COA Operating Budget, F/S R-02-19, Section 28 provides that “all revenue-generating activities held at the Balloon Fiesta Park shall include a minimum of \$0.50 surcharge to be paid to the City.”
- d. **Park Usage Fee:** A Park Usage Fee for Balloon Fiesta Park may be assessed for an event (see attached Park Usage Fee Schedule).

1. **For Profit Business:** All events sponsored by “For Profit” businesses will be charged a park fee for use of the park.
 2. **Non Profit Business:** The Policy Board may apply the Park Usage Fee to the mandatory Governmental Surcharge fee.
- e. **Negotiated Fees:** If the area of use, activity, or event is not specifically addressed on the fee schedule, a fee will be negotiated for the event or activity.
 - f. **Multiple Day:** Discounts may be available.
 - g. **Professional Photo or Promotional Shoots:** All professional photo or promotional shoots will be charged a minimum \$250/ shoot.
 - h. **Liquor:** COA Parks and Recreation Department will charge 10% of Gross Revenues of liquor sold at Balloon Fiesta Park.
 - i. **Additional Fees:** Additional fees and costs could be incurred for use of Balloon Fiesta Park. Examples include:
 1. Power \$100/ minimum fee
 2. Rental of equipment (restrooms, fencing, flagging, trash cans, on-site security, etc.)
 3. Other City Department fees may be charged on an as needed basis. Other City charges are applied through the Special Event processing process (e.g. Chief’s Overtime, Tent fees, etc.)
 4. An additional charge for sale of concessions may be applied for larger events.
 - j. **Parking Lot Usage:** If an adjacent parking lot is used in association with an event, there is no additional charge. If additional parking that is not contiguous to the event is required an additional fee may be assessed. If the event or reservation is only using a parking lot area or the Vendor’s Concourse, a Park Usage Fee will be charged.
 - k. **Automated Gate Card Keys:** Card keys are available to the public for \$20/ year. Users are required to provide documentation of insurance.
3. **Use of the Park:**
- a. **Recreation Game Field Practice:** Recreation game field practice is at no cost. The use needs to be scheduled through Parks and Recreation Department, 768-5353.
 - b. **Setup and Take-Down Charges for Events:** If no other activities can occur during setup and/ or takedown for an event, the full fee will be charged. If other activities can occur during the setup and/ or takedown period the fee may be waived.
 - c. **On Site Security:** Balloon Fiesta Park is a public park and multiple events may occur at the park at one time. No on-site security currently exists at the park. It is the event sponsor’s responsibility to protect their equipment, tents, etc.

BALLOON FIESTA PARK -FY06 PARK USAGE FEE SCHEDULE

<u>AREAS OF THE PARK</u>	<u>NON-PROFIT SPONSOR</u>	<u>FOR PROFIT BUSINESS</u>
1. LANDSCAPED AREAS IN THE PARK (ADJACENT PARKING AND USE OF THE VENDOR'S CONCOURSE AS PART OF THE EVENT IS INCLUDED IN THE FEE)		
Area B - Eastdale Little League – Use of 8 grassed fields (excluding concession bldg.)	Maximum \$2,000/ day	Minimum \$4,000/ day
Area C – New Mexico Golf Academy	To be negotiated	To be negotiated
Area D –Northern Launch Field Area (NMGA) - Use of the entire area (all 24 game fields). <i>Reservations for concerts or other larger events will require reservation of the entire Northern Launch Field.</i>	Maximum \$2,000/ day, adjacent parking is free.	Minimum \$5,000/ day
Area D – Use of Grass Panel Areas	Minimum Charge of \$500 (use of more than 6 fields will require an additional \$100/ GAME FIELD cost).	Minimum \$750/ day
Area D – Use of 28 foot asphalt access roads (walks, runs and bicycle events)	Minimum \$200 plus processing fee	To be negotiated
Area E – Vendor Concourse Only	To be negotiated	To be negotiated
Anderson/ Abruzzo International Balloon Museum	To be negotiated, managed by Cultural Services Dept.	To be negotiated, managed by Cultural Services Dept.
2. PARKING LOTS (FOR EVENTS THAT ARE HELD IN PARKING LOTS ONLY)		
A. Small Parking Lots (areas less than 5 acres in size) Maximum \$150/day Minimum \$150/day For long term leases (more than two week), a minimum of \$75/day will be charged.		
Area A – Joint Use Parking Area – approx. 250 spaces		
Area B - Eastdale Little League – approx. 266 spaces		
Area C – Area outside of NMGA Lease area (southeastern parking lot behind NMGA building)		
Area D1 –South Exhibit Area – approx. 180 spaces		
Area K - Southern President Compound (Pig Pen) – triangular space (300 feet x 500 feet)		
B. Large Parking Lots (over 5 acres in size) Maximum \$300/day Minimum \$1,000/day or \$1.00 user For long term leases (more than two weeks) a minimum of \$100/day will be charged		
Area E - Vendor Concourse		
Area F – Eastern Parking Area - east of vendors row (approx. 1450 feet by 500 feet - approx. 1,000 cars)		
Area G – Northern Parking Area - north of launch field (approx. 1400 feet by 500 feet - approx. 1,000 cars)		
Area H – North Camino Parking Area - northeast corner of park (approx. 300 feet by 400 feet), not paved		
Area J – Sumitomo Parking Area – east of President's Compound (500 feet x 700 feet), milled		
3. RECREATIONAL VEHICLE USE AREAS		
Area I - Nazareth Landfill/ President's Compound - approximately 120 RV spaces	Minimum \$500 or \$35/day/recreational vehicle, trailer or tent	Minimum \$1,500 or \$35/day/RV
4. OTHER CHARGES		
Reserving all Available Areas in the Park – (excludes NMGA area, Los Angeles landfill, areas under construction)	Maximum \$10,000/day or as negotiated	Minimum \$30,000/day or as negotiated