



DRIPPING SPRINGS RANCH PARK BOARD OF DIRECTORS

City of Dripping Springs

Banquet Hall, 1042 Event Center Drive

Wednesday, September 07, 2022 at 11:00 AM

Agenda

CALL TO ORDER AND ROLL CALL

Board Members

Todd Purcell, Chair
Terry Polk, Vice Chair
Pam Owens, Secretary
Penny Reeves
Mike Carroll

Staff, Consultants & Appointed/Elected Officials

DSRP Manager Emily Nelson
DSRP Assistant Manager Lily Sellers

PRESENTATION OF CITIZENS

A member of the public who desires to address the Board regarding any item on an agenda for an open meeting may do so at presentation of citizens before an item or at a public hearing for an item during the Board's consideration of that item. Citizens wishing to discuss matters not contained within the current agenda may do so, but only during the time allotted for presentation of citizens. Speakers are allowed two (2) minutes to speak during presentation of citizens or during each public hearing. Speakers may not cede or pool time. Members of the public requiring assistance of a translator will be given twice the amount of time as a member of the public who does not require the assistance of a translator to address the Board. It is the request of the Board that members of the public wishing to speak on item(s) on the agenda with a noticed Public Hearing hold their comments until the item(s) are presented for consideration. Speaker are encouraged to sign in. Anyone may request a copy of the City's policy on presentation of citizens for the City Secretary. By law no action may be taken during Presentation of Citizens.

BUSINESS

- 1. Discuss and consider recommendation regarding Amendments to the Dripping Springs Ranch Park Fee Schedule.**
- 2. Discuss and consider recommendation regarding a Banner Co-Sponsorship Agreement with Texas Market Guide and Dripping Springs Helping Hands.**

COMMITTEE REPORTS

The following reports relate to the administration of the Dripping Springs Ranch Park Event Center. The Board may provide staff direction; however, no action may be taken.

3. Dripping Springs Ranch Park Manager's Monthly Report
Emily Nelson, DSRP Manager

EXECUTIVE SESSION

The Dripping Springs Ranch Park Board of Directors for the City of Dripping Springs has the right to adjourn into executive session at any time during the course of this meeting to discuss any matter as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), and 551.086 (Economic Development). The Dripping Springs Ranch Park Board of Directors for the City of Dripping Springs may act on any item listed in Executive Session in Open Session or move any item from Executive Session to Open Session for action.

UPCOMING MEETINGS

DSRP Board Meetings

October 5, 2022, at 11:00 a.m.
November 2, 2022, at 11:00 a.m.
December 7, 2022, at 11:00 a.m.

City Council Meetings

September 13 2022, at 5:30 p.m.
September 20, 2022, at 6:00 p.m.
September 27, 2022, at 5:30 p.m.

ADJOURN

TEXAS OPEN MEETINGS ACT PUBLIC NOTIFICATION & POSTING OF MEETING

All agenda items listed above are eligible for discussion and action unless otherwise specifically noted. This notice of meeting is posted in accordance with Chapter 551, Government Code, Vernon's Texas Codes Annotated. In addition, the Board may consider a vote to excuse the absence of any Board Member for absence from this meeting.

*I certify that this notice of meeting was posted at the City of Dripping Springs City Hall and website, www.cityofdrippingssrings.com, on **September 2, 2022, at 11:30 a.m.***

City Secretary

This facility is wheelchair accessible. Accessible parking spaces are available. Requests for auxiliary aids and services must be made 48 hours prior to this meeting by calling (512) 858-4725.



STAFF REPORT
City of Dripping Springs
PO Box 384
511 Mercer Street
Dripping Springs, TX 78620

Submitted By: Emily Nelson, DSRP Manager

Council Meeting Date: 9/07/2022

Agenda Item Wording: Discuss and consider possible action regarding Amendments to the Dripping Springs Ranch Park Fee Schedule.

Agenda Item Requestor: Emily Nelson

Summary/Background: Based on the needs of the business, please reference the fee schedule document attached for recommendations and justifications amending the Dripping Springs Ranch Park and Event Center’s fee schedule for the upcoming fiscal year.

Recommended DSRP Board Actions: Approve recommended Fee Schedule amendment to Council as presented.

Attachments: Recommended Fee Schedule Amendments

Next Steps/Schedule: Present to Council for approval. Amend all publications for a 2023 roll out of new fee schedule and associated policies.

**CITY OF DRIPPING SPRINGS
MASTER FEE SCHEDULE**

ARTICLE A1.000 (GENERAL PROVISIONS)

A1.001 Adopted by reference

- (a) The fee schedule for the city shall be interpreted as that ordinance enacted by the city council, as may be amended, which sets out the standard charges and costs imposed by the city.
- (b) Any reference to the “Fee Schedule” or “Appendix A” of the Code of Ordinances shall mean the current, most recently enacted version of the fee schedule regardless of whether it is published in the Code of Ordinances.
- (c) Copies of the current Master Fee Schedule can be obtained on the City’s website, www.cityofdrippingsprings.com, or by request to the city secretary.

(Ordinance 1070.54 adopted 4/12/11)

SECTION 1. ENACTMENT PROVISIONS

1.1 Popular Name

This Chapter shall be commonly cited as the “Fee Schedule Ordinance.”

1.2 Purpose

This Chapter establishes the fees the City is authorized to collect for providing certain services or processing certain requests for approval. Certain fees shall be imposed by other ordinances or state law. The absence of any certain fee from this Ordinance shall not be interpreted to preclude assessment and collection by the City.

SECTION 2. SIGNS

2.1 Pre-Application Conference Fee: \$50.00

2.2 Permit fees for sign permits are in the below chart. Additional information regarding permit fees for individual sign permits can be found in Appendix A of the City Code of Ordinances Chapter 26 in the Char of Sign Design Standards.

Effective Date 05.26.22

Type of Sign	Permit Required	Conditions (Section Number)	Fee
Government Sign	No	26.01.005	N/A
Real Estate	No	26.01.005	N/A
Real Estate	Yes	26.01.005	\$50.00
Real Estate-Lease Individual Units	No	26.01.005	N/A
Residential Development-Monument Identification Sign (small)	Yes	26.02.001	\$200.00 plus pre-application
Residential Development-Monument Identification Sign (large)	Yes	26.02.001	\$225.00 plus pre-application
Home Occupation	No	26.02.001	N/A
Residential-Non-Commercial Sign	No	26.02.001	N/A
Construction/Development Sign	Yes – project completion or 24 months	26.02.001	\$50.00
Multifamily Residential Complex Monument Sign (small)	Yes	26.02.002	\$200.00 plus pre-application
Multifamily Residential Complex Monument Sign (large)	Yes	26.02.002	\$250.00 plus pre-application
Multifamily Identification Wall Sign	Yes	26.02.002	\$150.00 plus pre-application
Multifamily Identification Hanging Sign	Yes	26.02.002	\$50.00 plus pre-application
Manufactured Home Park Identification Monument Sign	Yes	26.02.003	\$250.00 plus pre-application
Commercial Wall Sign	Yes	26.02.004	\$275.00 plus pre-application
Commercial Hanging Sign	Yes	26.02.004	\$50.00 plus pre-application
Commercial Construction/Development Sign	Yes	26.02.004	\$50.00 plus pre-application
Commercial Monument Sign-Individual Business	Yes	26.02.004	\$225.00 plus pre-application
Commercial Awning Sign (as part of Wall Sign)	Yes	26.02.004	\$50.00 plus pre-application
Restaurant Menu	Yes	26.02.004	\$225.00 plus pre-application
Wall Sign	Yes	26.02.005	\$275.00
Monument Identification Sign	Yes	26.02.005	\$250.00
Banner	Yes	26.02.007	\$25.00 per sign, plus pre-application
Single Sign in a Multiunit Project	Yes	26.02.006	\$50.00 per sign replacement in Multiunit Project
Master Sign Fee	Yes	26.03.005	\$100.00 plus cost of each sign and variance requested plus preapplication

Effective Date 05.26.22

Master Sign Plan Ordinance Fee	Yes	26.03.005	\$200.00 plus cost of each sign and variance requested plus preapplication
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- 2.3 Sign Impoundment Fee:** \$25.00/sign
- 2.4 Sign Permit Waiver/Variance Request Fee:** \$150.00/variance request
- 2.5 Signs erected prior to obtaining a sign permit, when required, shall be required to pay twice the normal permit fee amount.**

SECTION 3. SITE DEVELOPMENT

3.1 Site Development Permit Application Fees

- 3.1.1 Pre-Application Conference Fee: \$180.00 (cost put towards application fee if application is filed within twelve (12) months of conference.)
- 3.1.2 Minor Projects (less than \$10,000.00): \$500.00
- 3.1.3 Small Projects (\$10,000.00 - \$50,000.00): \$1,000.00
- 3.1.4 Medium Projects (\$50,000.00 - \$100,000.00): \$1,500.00 and 1.5% of the estimated total construction cost of the improvements required by the Site Development Ordinance.
- 3.1.5 Large Projects (\$100,001.00 - \$500,000.00): \$2,000.00 and 1.5% of the estimated total construction cost of the improvements required by the Site Development Ordinance.
- 3.1.6 Mega Projects (greater than \$501,000.00): \$2,000.00 and 1.5 % of the estimated total construction cost of the improvements required by the Site Development Ordinance.
- 3.1.7 Project cost estimate includes all the site-related work (does not include costs of vertical structures, pump stations); cost estimate must be reasonable and based on current costs. The City shall determine the reasonableness of costs.
- 3.1.8 Temporary Projects: \$250.00 for temporary improvements between 15 and 30 days.
- 3.1.9 Site Development Permit Amendments/Engineer Adjustment Fee: \$1,000.00
- 3.1.10 Public Notice Signage: \$25.00

3.2 Reimbursement of Consultant Costs for Site Development Application

Effective Date 05.26.22

- 3.2.1 The applicant is required to pay all associated costs prior to receiving a permit, regardless of City approval. Any project that starts construction without a permit is subject to penalty as described by the Site Development Ordinance.
- 3.2.2 Associated costs may include, but are not limited to, outside professional services provided by engineers, attorneys, surveyors, inspectors, lighting consultant, landscape reviewer, exterior design, and others, as required.
- 3.2.3 Associated costs will be billed at cost plus 20% to cover the City’s additional administrative costs.

3.3 Waiver/Variance Request: \$500.00

3.4 Guarantee of Public Improvements: A bond or cash equivalent in an amount equal to one hundred and ten percent (110%) of the estimated cost of construction of permitted project.

3.5 Site Development work done before the approval of a permit shall require double the normal permit fee.

3.6 Extension of Plan Approval Request Fee: \$200.00

3.7 Reinspection Fee by City Staff, fees to double with each reinspection (including but not limited to: all road inspections, concrete pre-pour, erosion control, and stormwater inspections):

- a. First reinspection: \$50.00
- b. Second reinspection: \$100.00
- c. Third reinspection: \$200.00

Any further reinspections beyond the third reinspection are to double in price as demonstrated in 3.7(a) – (c).

3.8 Sidewalk Fee-in-Lieu: \$8.00/square foot of approved fee-in-lieu of sidewalk construction.

3.9 Park Development Fee: \$648.00/Dwelling Unit

3.10 Parkland Dedication Fee (Fee-in-Lieu): As calculated in Chapter 28 of the City of Dripping Springs Code of Ordinances

3.11 Agriculture Facility Fee: \$35.00/dwelling unit

Commented [AB1]: Moved from Parks & Community Services

SECTION 4. SUBDIVISION

4.1 Pre-Application Conference Fee: \$180.00 (cost put towards application fee if application is filed within twelve (12) months of conference)

Effective Date 05.26.22

4.2 Preliminary Plat Filing Fees

- (a) **Preliminary Plat (Major Plat) Filing Fee:** \$500.00/plat, plus \$225.00 per lot
- (b) **Preliminary Plat Major Revision Filing Fee:** 50% of the Preliminary Plat (Major Plat filing fee)
- (c) **Preliminary Plat Minor Revision Filing Fee:** \$500.00/plat, plus \$60.00 per lot affected

4.3 Minor Plat Submitting Fee: \$500.00/plat

4.4 Final Plat (Major Plat) Filing Fee: \$250.00/plat, plus \$450.00 per lot

4.5 Amending Plat Submitting Fee: \$500.00/plat

4.6 Guarantee of Public Improvements: A bond or case equivalent in the amount equal to the estimated costs of construction based on approved plans. This amount applies to utilities, drainage, water quality facilities, water detention facilities, roadways, and all related features. This amount will not be collected if Hays County has collected no less than this amount, where applicable.

4.7 Guarantee of Maintenance: Maintenance bond required in amount of one hundred percent of the full cost of improvements. This amount applies to utilities, drainage, water quality facilities, water detention facilities, roadways, and all related features. This amount will not be collected if Hays County has collected no less than this amount, where applicable.

4.8 Vacation of Plat Fee: \$500.00/plat

4.9 Replat Fee: \$500.00/plat, plus \$250.00 per lot. Any time a vacation and replat occur at the same time, only the replat fee will be collected.

4.10 Plat Amendment Fee: \$500.00/plat

4.11 Waiver/Variance Request: \$500.00/variance

4.12 Extension of Plat Approval Request Fee: \$200.00

4.13 Reimbursement of Consultant Costs for Plat/Construction Plan Application

4.13.1 The application is required to pay all associated costs prior to filing the plat for recordation with the City Secretary, regardless of City Council approval. Any project that starts construction without a permit is subject to penalty as described in the Subdivision Ordinance.

4.13.2 Associated costs may include, but are not limited to, outside professional services provided by engineers, attorneys, surveyors, inspectors, and others, as required.

4.13.3 Required consultant costs will be billed at cost plus 20% to cover the City's additional administrative costs.

Effective Date 05.26.22

- 4.14 Construction Plan Approval:** Subdivision Construction Plans shall be considered a Site Development Plan and fees for such shall be paid in accordance with Section 3.
- 4.15 Construction work done before the approval of a permit shall require double the normal final plat filing fee amount.**
- 4.16 Vacation of Easement/Right-of-Way Fee:** \$300.00/easement or right-of-way
- 4.17 Apartment/Condominium Project Plat Filing Fee:** \$500.00/plat, plus \$225.00 per unit
- 4.18 Apartment/Condominium Project Construction Plan Review Fees**
- 4.18.1 Pre-Application Conference Fee: \$180.00 (cost put towards application fee if application is filed within twelve (12) months of conference)
- 4.18.2 Concept Plan Review Fee: \$300.00
- 4.18.3 Small Projects (less than \$50,000.00): \$750.00, with \$50.00 for consultation fees within a meeting
- 4.18.4 Medium Projects (\$50,000.00 - \$100,000.00): \$1,000.00 and 1.5% of the estimated total construction cost of the improvements required by the Subdivision Ordinance.
- 4.18.5 Large Projects (\$100,001.00 - \$500,000.00): \$1,500.00 and 1.5% of the estimated total construction cost of the improvements required by the Subdivision Ordinance.
- 4.18.6 Mega Projects (greater than \$500,001.00): \$2,000.00 and 1.5% of the estimated total construction cost of the improvements required by the Subdivision Ordinance.
- 4.18.7 Project cost estimate includes all site-related work (does not include costs of vertical structures, pump stations); cost estimate must be reasonable and based on current costs. The shall determine the reasonableness of costs.
- 4.19 Construction Plan Amendment/Engineer Adjustment Fee:** \$500.00
- 4.20 Public Notice Signage:** \$25.00
- 4.21 Sidewalk Fee-in-Lieu:** \$8.00/square foot of approved fee-in-lieu of sidewalk construction.
- 4.22 License to Encroach Fee:** \$200.00/encroachment. Fees may be reviewed, consolidated, or lessened for multiple encroachments on the same lot or plat where applications are filed simultaneously, based on the cost of review on the judgement of the city administrator.
- 4.23 Park Development Fee:** \$648.00/Dwelling Unit
- 4.24 Parkland Dedication Fee (Fee-in-Lieu):** As calculated in Chapter 28 of the City of Dripping Springs Code of Ordinances

Effective Date 05.26.22

SECTION 5. ZONING

- 5.1 Conditional Use Permit Application**
- 5.1.1 Domestic Farm Animals Conditional Use Permit Application Fee: \$150.00
- 5.1.2 Ag Ed Short Form Conditional Use Permit Application Fee: exempt
- 5.1.3 Other Conditional Use Permit Application Fees: \$500.00
- 5.2 Zoning Classification Change Request Fee:** \$500.00/lot, tract or parcel
- 5.3 Planned Development District Request Fee:** \$5,000.00/district, plus \$150.00 per acre
- 5.4 Waiver/Variance/Special Exception Request Fees**
- 5.4.1 Fences in Residential Areas Waiver/Variance/Special Exception Fee: \$250.00
- 5.4.2 Other Waiver/Variance/Special Exception Request Fees: \$500.00
- 5.5 Reimbursement of Consultant Costs for Zoning Application**
- 5.5.1 Associated costs may include, but are not limited to, outside professional services provided by engineers, attorneys, surveyors, inspectors, lighting consultant, landscape reviewer, exterior design, and others, as required.
- 5.5.2 Required consultant costs will be billed at cost plus 20% to cover the City's additional administrative costs.
- 5.6 Zoning Determination Letter Request Fee:** \$50.00/parcel
- 5.7 Zoning Ordinance Amendment Request Fee:** \$500.00/request
- 5.8 Public Notice Signage:** \$25.00
- 5.9 Planned Development District Amendment Fee:** \$1,000.00
- 5.10 Planned Development District Minor Modification Fee:** \$500.00
- 5.11 Mercer Street Parking Fee-in-Lieu:** \$6,500.00 per space

SECTION 6. DEVELOPMENT AGREEMENT

- 6.1 Development Agreement Fee:** \$5,000.00/agreement, plus \$75.00 per acre
- 6.2 Reimbursement of Consultant Costs for Development Agreement**
- 6.2.1 Associated costs may include, but are not limited to, outside professional services provided by engineers, attorneys, surveyors, inspectors, lighting consultant, landscape reviewer, exterior design, and others, as required.

Effective Date 05.26.22

6.2.2 Required consultant costs will be billed at cost plus 20% to cover the City’s additional administrative costs.

6.3 **Public Notice Signage:** \$100.00 (\$75.00 deposit returned upon return of the sign in good condition).

6.4 **Development Agreement Amendment Fee:** \$1,000.00

6.5 **Development Agreement Minor Modification Fee:** \$500.00

SECTION 7. RESIDENTIAL BUILDING CODE

7.1 **Single Family Dwelling Construction or Improvement of a Residential Building Permit Fees:** Includes fees for Building Permit, Inspections & Plan Review for new construction. Includes move in of existing dwelling, enlargement, remodel, alteration, finish-out, major repair, enclosing garage, carport, deck, balcony, porch, swimming pool, hot tub, spa, etc., and electrical, mechanical, and plumbing work.

New Residential Construction	
<i>Square Footage (S.F.)</i>	<i>Fee</i>
0 – 1,500 S.F.	\$942.00
1,501 – 10,000 S.F.	\$942.00 for the first 1,500 S.F. plus \$0.35 for each additional S.F. up to and including 10,000 S.F.
Over 10,000 S.F.	\$3,760.00 for the first 10,000 S.F. plus \$0.15 for each additional S.F. over 10,000 S.F.
Alteration/Addition for Residential Construction	
<i>Trade Permits</i>	<i>Fees</i>
Building, Mechanical, Electrical, Plumbing, Fuel Gas and similar	\$120.00 per trade
Other project types not listed above	\$192.00 per trade

7.2 **Mobile & Modular Home Move In Permit Fee (includes fee Move In Permit, Inspections & Plan Review):** \$450.00

7.3 **Residential Inspection Fee (for inspections not included in building permit fees):** \$100.00

7.4 **Residential Demolition/Moving Permit Fee:** \$100.00

7.5 **Replacement Permit Fee (lost or damaged):** \$25.00

7.6 **Waiver/Variance Request Fee:** \$500.00

7.7 **Work begun without permit(s) shall be double the normal permit fee amount.**

7.8 **Trade Registration Fees**

Effective Date 05.26.22

7.8.1 Mechanical, Electrical and Irrigation Master/Contractor Registration: \$100.00 annually

7.8.2 Mechanical, Electrical and Irrigation Journeyman Registration: \$25.00 annually

7.9 Residential Swimming Pool Permit Fee: \$450.00

7.10 Unauthorized Occupancy Fee (occupying building without certificate of occupancy): \$750.00

SECTION 8. COMMERCIAL AND MULTI-FAMILY BUILDING CODE

8.1 Commercial and Multi-Family Construction Building Permit Fees: Includes fess for Building Permit, Inspections & Plan Review.

Value of Construction	Fees
\$1.00 - \$10,000.00	\$160.00
\$10,001.00 - \$25,000.00	\$200.00 for first \$10,000.00 plus \$16.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 - \$50,000.00	\$450.00 for first \$25,000.00 plus \$12.00 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 - \$100,000.00	\$725.00 for first \$50,000.00 plus \$8.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 - \$500,000.00	\$1,100.00 for first \$100,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 - \$1,000,000.00	\$3,525.00 for first \$500,000.00 plus \$6.00 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$6,125.00 for first \$1,000,000.00 plus \$4.00 for each additional \$1,000.00, or fraction thereof, to and including

8.2 Replacement Permit Fee (lost or damaged): \$25.00

8.3 Waiver/Variance Request Fee: \$500.00

8.4 Work begun without a permit shall be double the normal permit fee amount.

8.5 Commercial Demolition Permit Fee: \$200.00

8.6 Trade Registration Fees

8.6.1 Mechanical, Electrical and Irrigation Master/Contractor Registration: \$100.00 annually

8.6.2 Mechanical, Electrical and Irrigation Journeyman Registration: \$25.00 annually

8.7 Unauthorized Occupancy Fee (occupying building without certificate of occupancy): \$750.00

Effective Date 05.26.22

SECTION 9. PARKS & COMMUNITY SERVICES

9.1 Park Fields and Amenities

9.1.1 Dripping Springs Sports & Recreation Park

- Baseball Field 4-Washer Pits
- Softball Field ~~4 Horseshoe Pits~~
- Soccer Fields 1 – 7 Soccer Fields A – E
- Sand Volleyball Court 2-Adult Softball Fields: Upper and Lower
- Basketball Court**

9.1.2 Founders Memorial Park

- North, Middle and South Fields.
- Pavilion**
- Pool**

9.1.3 Veterans Memorial Park and The Triangle

9.2 **Fee Basis:** Fees are based on whether or not the user is a resident of the City of Dripping Springs, City of Dripping Springs ETJ, and whether or not the user is a profit or not-for-profit organization.

9.3 **Payment of Fees and Deposits:** Fees and deposits must be paid **in full at the time of booking** ~~prior to the use.~~

9.4 **Field Fees:** The Dripping Sports & Recreation Park Baseball Field, Softball Field, Soccer Fields, and Adult Softball Fields, and Founders Memorial Park Fields.

(a) ~~Electricity: Use of electricity for lighting is \$35/hour requires a \$75.00 fee; additional \$175.00 fee charged during the months of May through January.~~

(b) Deposit: \$100.00 deposit fee shall not be returned until written or verbal approval is given to the City Administrator **or designee** by the organization responsible for maintenance of the fields.

(i.) All fields will be returned to condition equal to or better than original.

(ii.) Additional Fees: Multi-Uses may have an additional charge for maintenance, which will be determined by the Parks & Recreation Commission after consultation with Dripping Springs youth Sports Association. ~~Dripping Springs Adult Softball Association or Dripping Springs Independent School District.~~

9.4.1 ~~All fenced areas with limited access are included in this section. These areas~~ **Athletic fields** are to be used for the purpose for which they are built (Baseball, Soccer, Softball, Football, Lacrosse).

Single Use Fees: ~~(4 hours or less)~~ **2 hour minimum**

Effective Date 05.26.22

Resident/ETJ	Non-Resident & Not-for-Profit	Commercial City Limits	Commercial Outside of City Limits
\$100.00 \$25/hour	\$300.00 \$75/hour	\$400.00 \$100/hour	\$600.00 \$150/hour

9.4.2 ~~Multi Use or Seasonal Use Fees per Field~~

Resident/ETJ	Non-Resident & Not-for-Profit	Commercial City Limits	Commercial Outside of City Limits
\$100.00	\$300.00	\$400.00	\$600.00

9.4.3 Additional Days

Resident/ETJ	Non-Resident & Not-for-Profit	Commercial City Limits	Commercial Outside of City Limits
More than 5 days: \$50.00 per day	More than 5 days: \$150.00 per day	More than 5 days: \$200.00 per day	More than 5 days: \$300.00 per day

9.4.4 ~~Parks Sports Fields Use Fees (4 hours or less)~~

Resident/ETJ	Non-Resident & Not-for-Profit	Commercial City Limits	Commercial Outside of City Limits
\$50.00	\$150.00	\$200.00	\$300.00

9.5 Fees for Dripping Springs Sports & Recreation Park Sand Volleyball Court, Multi-Use Concrete Basketball Court, Washer Pits ~~and Horseshoe Pits~~

Under 4 hours (8 a.m. — 12 p.m.; 2 p.m. — 6 p.m.) or Over 4 hours

9.5.1 ~~More than 4 hours: Fees per Single Use/Per Amenity~~

Resident/ETJ	Non-Resident & Not-for-Profit	Commercial City Limits	Commercial Outside of City Limits
\$50.00	\$80.00	\$150.00	\$200.00

9.5.2 ~~Less than 4 hours: Fees per Singe Use/Per Amenity: 2 hour minimum~~

Resident/ETJ	Non-Resident & Not-for-Profit	Commercial City Limits	Commercial Outside of City Limits
\$25.00	\$40.00	\$75.00	\$100.00

Effective Date 05.26.22

9.5.3 ~~More than 4 hours: Fees per Single Use/Per Amenity~~

Resident/ETJ	Non-Resident & Not-for-Profit	Commercial City Limits	Commercial Outside of City Limits
\$100.00	\$160.00	\$300.00	\$400.00

9.5.4 ~~Less than 4 hours: Fees per Single Use/Bundled Amenities~~

Resident/ETJ	Non-Resident & Not-for-Profit	Commercial City Limits	Commercial Outside of City Limits
\$50.00	\$80.00	\$150.00	\$400.00

9.5.5 ~~Additional Days Resident/ETJ Non-Resident & Not-for-Profit~~

Resident/ETJ	Non-Resident & Not-for-Profit	Commercial City Limits	Commercial Outside of City Limits
More than 5 days: \$25.00 per day	More than 5 days: \$40.00 per day	More than 5 days: \$75.00 per day	More than 5 days: \$100.00 per day

9.6 **Exemption from Field Fees:** Field fees will not be charged to Dripping Springs Youth Sports Association, ~~Dripping Springs Adult Softball Association or Dripping Springs Independent School District~~ as long as each ~~the~~ organization is actively involved in the maintenance and improvement of the parks; however, the cost of electricity shall be reimbursed.

9.7 **Use Fees for Veteran’s Memorial Park and The Triangle**

9.7.1 Under 4 hours (8 a.m. – 12 p.m. or 2 p.m. – 6 p.m.)

Resident/ETJ	Non-Resident & Not-for-Profit	Commercial City Limits	Commercial Outside of City Limits
\$50.00	\$80.00	\$100.00	\$200.00

9.7.2 Over 4 hours

Resident/ETJ	Non-Resident & Not-for-Profit	Commercial City Limits	Commercial Outside of City Limits
\$100.00	\$160.00	\$200.00	\$400.00

Effective Date 05.26.22

9.7.3 Deposit: \$50.00; the deposit fee will be returned if the area is adequately cleaned-up.

9.7.4 Additional Days Resident/ETJ Non-Resident & Not-for-Profit

Resident/ETJ	Non-Resident & Not-for-Profit	Commercial City Limits	Commercial Outside of City Limits
More than 5 days: \$50.00 per day	More than 5 days: \$80.00 per day	More than 5 days: \$100.00 per day	More than 5 days: \$200.00 per day

9.8 Agriculture Facility Fee: \$35.00/dwelling unit

Commented [AB2]: Moved to Site Development 3.11

9.9 Park Use Permit Fees: These fees are in addition to any applicable rental fees.

9.9.1 Commercial Activity: Vendors or individuals that sell ~~items~~ goods or services for profit, \$30.00/use

9.9.2 Commercial Fitness Trainer Fees

Deposit equal to cost of upcoming session/classes and Park Maintenance Fee of \$10.00/month per training session to be included in all License Fees.

(a) Six Month License

Commented [AB3]: Need to take fees out of ordinance. Current fees in ordinance do not match fees in Master Fee Schedule.

Resident/ETJ	Non-Resident & Not-for-Profit	Commercial City Limits	Commercial Outside of City Limits
\$100.00	\$100.00	\$200.00	\$400.00

(b) Twelve Month License

Resident/ETJ	Non-Resident & Not-for-Profit	Commercial City Limits	Commercial Outside of City Limits
\$200.00	\$200.00	\$400.00	\$800.00

9.10 Founders Memorial Park Pool & Pavilion

9.10.1 Pool Entry Fees

	Resident/ETJ	Non-Resident, Not-for-Profit
Daily Entry – Child (3 years and younger)	Free	Free
Daily Entry – Child (4 – 11 years)	\$3.00	\$5.00
Daily Entry – Tween/Teen (12 – 17 years)	\$4.00	\$6.00

Effective Date 05.26.22

Daily Entry — Adult (18 – 59 years) (12 – 59 years)	\$4.00	\$6.00
Daily Entry – Adult Senior (60+ years)	\$3.00	\$5.00
Summer Splash Pass – Child (4 – 11 years)	\$45.00	\$50.00
Summer Splash Pass – Tween/Teen (12 – 17 years)	\$50.00	\$55.00
Summer Splash Pass – Adult (18 – 59 years) (12 – 59 years)	\$80.00 \$60	\$85.00 \$65
Summer Splash Pass – Senior Adult (60+ years)	\$45.00	\$50.00
Family Summer Splash Pass – 4 Family Members or Less	\$125.00	\$130.00
Family Summer Splash Pass – 5 Family Members or More	\$150.00	\$155.00

9.10.2 Pool Rental Fees

	Resident/ ETJ	Non- Resident & Not-for- Profit	Commercial City Limits	Commercial Outside of City Limits
Pool Rental – 2 hours minimum	\$80.00/hour \$90/hour	\$90.00/hour \$100/hour	\$150.00/hour \$160/hour	\$160.00/hour \$170/hour
Security Deposit (Refundable)	\$200.00	\$200.00	\$200.00	\$200.00
Additional Guards (1 per 25 people over 75 attendees)	\$25.00/hour per guard	\$25.00/hour per guard	\$25.00/hour per guard	\$25.00/hour per guard

9.10.3 Park Pavilion Rental Fee

	Resident/ ETJ	Non- Resident & Not-for- Profit	Commercial City Limits	Commercial Outside of City Limits
Hourly Rate (Less than 4 hours: 8 a.m. – 12 p.m.; 1 p.m. – 5 p.m.)	\$75.00	\$85.00	\$140.00	\$150.00
Daily Rate	\$150.00	\$160.00	\$290.00	\$300.00
Security Deposit	\$50.00	\$50.00	\$50.00	\$50.00

Effective Date 05.26.22

9.11 Community Service Programs

9.11.1 Special fees for clinics, workshops, and season programming may be set by the Parks and Recreation Director in consultation with the Programs and Aquatics Manager executed by the City Administrator.

9.12 Special Event Permit and Co-Sponsorship Fees

(a) Application Fee = \$25

(b) Deposit = \$200

9.13 Film Permit Fees

(a) Total or disruptive use (regular operating hours) of a public building, park, right-of-way, or public area = \$500/day

(b) Partial, non-disruptive use of a public building, park, right-of-way, or public area = \$250/day

(c) Total closure or obstruction of public street or right-of-way, including parking lots and on-street parking = \$50/block/day

(d) Partial closure or obstruction of public street or right-of-way, including parking lots and on-street parking = \$25/block/day

(e) Use of City parking lots, parking areas, and City streets (for the purpose of parking film trailers, buses, catering trucks, and other large vehicles) = \$50/block or lot/day

Effective Date 05.26.22

SECTION 10. ALCOHOL BEVERAGE PERMIT FEES

10.1 Alcohol Permit Fees: Permit fees are collected annually and in accordance with the Texas Alcoholic Beverage Code Title 3. Licenses and Permits, Subtitle A. Permits, Chapter 11. Provisions Generally Applicable to Permits, Subchapter A. General Provisions, Section 11.38. Local Fee Authorized. If a permit type is not listed, the city is not authorized to collect a permit fee for that permit/license/certificate type

10.2 Upper Tier Annual Permit Fees

10.2.1 Brewer's License (BW): \$750.00

10.2.2 Distiller's and Rectifier's Permit: \$750.00

10.2.3 Winery Permit (G): \$37.50

10.2.4 Out-of-State Winery Direct Shipper's Permit: \$0.00 (no fee for permit)

10.2.5 Nonresident Brewer's License: \$ 0.00 (no fee for permit)

10.2.6 Nonresident Sellers Permit (S): \$75.00

10.2.7 General Distributor's License (BB): \$150.00

10.2.8 Wholesaler's Permit (W): \$937.50

10.2.9 General Class B Wholesaler's Permit: \$150.00

10.3 Lower Tier Annual Permit Fees

10.3.1 Mixed Beverage Permit (MB)

(a) Original Permit Year One: \$0.00

(b) Original Permit Year Two: \$0.00

(c) 1st Renewal Year One: \$0.00

(d) 1st Renewal Year Two: \$562.50

(e) 2nd Renewal Year One: \$750.00

(f) 2nd Renewal Year Two: \$750.00

(g) 3rd Renewal Year One and Subsequent Renewals: \$375.00

10.3.2 Wine and Malt Beverage Retailer's Permit (BG): \$87.50

10.3.3 Wine and Malt Beverage Off-Premise Permit (BQ): \$30.00

10.3.4 Malt Beverage Retail Dealer's On-Premise License (BE): \$75.00

10.3.5 Malt Beverage Retailer's Off-Premise License (BF): \$30.00

10.3.6 Private Club Registration (N): \$0.00 (no fee for this permit)

10.3.7 Private Club Malt Beverage and Wine Permit (NB): \$0.00 (no fee for this permit)

10.3.8 Private Club Exemption Certificate (NE): \$0.00 (no fee for this permit)

10.3.9 Package Store Permit (P): \$250.00

Effective Date 05.26.22

- 10.3.10 Wine-Only Package Store Permit (Q): \$37.50
- 10.3.11 Passenger Transportation Permit: \$0.00 (no fee for this permit)

10.4 Other Permits

- 10.4.1 Consumer Delivery Permit (CD): \$0.00 (no fee for this permit)
- 10.4.2 Bonded Warehouse Permit (J/JD): \$75.00
- 10.4.3 Manufacturer’s Agent’s Warehousing Permit (AW): \$375.00
- 10.4.4 Carrier’s Permit (C): \$0.00 (no fee for this permit)
- 10.4.5 Promotional Permit (PR): \$150.00
- 10.4.6 Third-Party Local Cartage Permit (ET): \$0.00 (no fee for this permit)
- 10.4.7 Branch Distributor’s License (BC): \$37.50

10.5 Subordinates

- 10.5.1 Brewer’s Self-Distribution

SECTION 11. FOOD ESTABLISHMENTS

11.1 Food Establishment Permit Fees

	Number of Employees	Fee*
11.1.1	1 – 15 Employees	\$350.00
11.1.2	16 – 30 Employees	\$350.00
11.1.3	31 or more Employees	\$435.00

***If application filed after June 1st only one-half of the application fee is due.**

11.2 Food Establishment Compliance Inspection Fee: \$200.00

11.3 Food Establishment Compliance Reinspection Fee: Each additional inspection increases by \$25.00 and is cumulative (ex: 1st inspection, \$200.00; 2nd inspection, \$225.00; 3rd inspection, \$250.00, etc.)

11.4 Child/Adult Care, Church and School Establishment Inspection Fees

	Licensed Number of Children	Fee Without Food Preparation	Fee with Food Preparation*
11.4.1	13 – 40 Children	\$200.00	\$400.00
11.4.2	41 – 100 Children	\$300.00	\$500.00
11.4.3	101 or more Children	\$350.00	\$550.00

Effective Date 05.26.22

***Food Establishment Permit Fee is not required in addition to Child/Adult Care, Church and School Establishment Inspection Fee.**

- 11.5 Child/Adult Care Sanitation Inspection Fee:** Includes facilities with fewer than thirteen (13) children/adults, custodial care homes/facilities, and foster/adoptive homes, \$200.00
- 11.6 Mobile Food Unit Fees**
- 11.6.1 Each Unit: \$200.00
- 11.7 Seasonal Permit Fee (valid for six months):** \$200.00
- 11.8 Change of Name/Ownership Fee:** \$100.00
- 11.9 Establishment Plan Review Fees**
- 11.9.1 Actual plan review and two pre-opening inspections: \$400.00
- 11.9.2 Each additional pre-opening inspection: \$200.00
- 11.10 Permit Reinstatement Fee after Suspensions:** \$200.00
- 11.11 Temporary Food Establishments:** \$30.00/unit per day
- 11.12 Establishment Permit and Inspection Late Fee:** \$50.00 for all establishment permit and inspection fees paid 30 days or more past the due date (\$50.00 late fee to be assessed every 30 days past the due date).

SECTION 12. ON SITE SEWAGE FACILITIES

- 12.1 Permit Application Fee (includes three inspections)**
- 12.1.1 Single Family Standard System Permit Fee: \$575.00
- 12.1.2 Single Family Engineered System Permit Fee: \$625.00
- 12.1.3 Commercial Engineered System Permit Fee: \$800.00
- 12.1.4 Texas Commission on Environmental Quality On-Site Wastewater Treatment Research Council Fee: \$10.00/permit
- 12.2 Re-Inspection Fee:** \$200.00/inspection
- 12.3 On-Site Sewage Facility Certification Fee:** \$200.00
- 12.4 Waiver/Variance Request Fee:** \$500.00
- 12.5 Amendment/Engineer Adjustment to On-Site Sewage Facility Permit**
- 12.5.1 Single Family Residential Permit: \$250.00
- 12.5.2 Commercial Permit: \$450.00
- 12.6 Pre-Application Conference Fee:** \$180.00

Effective Date 05.26.22

SEE WASTEWATER RATE ORDINANCE FOR WASTEWATER FEES AND RATES

SECTION 13. MISCELLANEOUS

13.1 Copies

13.2.1 Black and white: \$0.10/page

13.2.2 Color: \$0.50/page

13.2.3 Full Size Color Map (24 x 36): \$6.00/page

13.2.4 Full Size Black & White Map (24 x 36): \$4.00/page

13.2 Certified Copies: \$1.00/page

13.3 Notary Services: \$6.00/notary, or in accordance with Chapter 406.024 of the Government Code.

13.4 Zoning Determination Letter Request Fee: \$50.00/parcel

13.5 City Limits Determination Letter Request Fee: \$50.00

13.6 Extraterritorial Jurisdiction Determination Letter Request Fee: \$50.00

13.7 Street Cut/Driveway Permit Fee: \$100.00

13.8 Grandfathered Development Status Determination Request Fee: Subdivisions, \$750.00; Other Projects (such as site development), \$500.00

13.9 Appeal of Determination of Grandfathered Status Fee: \$250.00

13.10 Waiver/Variance Request Fee not listed above: \$500.00

13.11 Itinerant Vendor License Application Fees

13.15.1 One Day: \$35.00

13.15.2 Thirty Days: \$50.00

13.15.3 Six Months: \$70.00

13.12 Temporary Public Right-of-Way Usage Permit: \$50.00/day

13.13 Temporary Public Street Closure Permit: \$250.00

13.14 Temporary Public Street Closure Permit Extension: \$100.00

13.15 Professional Services Fees: In situations where the City Administrator anticipates the City's out-of-pocket expenses for professional services related to review of an application will exceed the amount recouped by the imposition of standard fees, the City shall require the applicant to pay a deposit of \$1,000 to \$10,000. Examples of such projects may include (but are not limited to) voluntary annexations, subdivision plats, rezoning requests, and

Effective Date 05.26.22

planned development districts. The deposit shall solely be applied to payment of professional services by engineers, attorneys, surveyors, architects, landscape architects, etc, that are specifically and directly related to the applicant's proposed project. Payment of this deposit shall be an express condition of the City's review of and determination upon the application. Payment of the deposit does not guarantee approval of the application. Nor does payment of the deposit create a client relationship between the applicant and the professional services provider. Deposit funds shall not be expended by the City on Code Enforcement activities. The deposit shall be replenished upon depletion within 30 days of being notified by the City in writing. Unused account balances shall be reimbursed to the applicant or applied to future permit applications, at the applicant's discretion.

13.16 Credit Cards and Debit Cards

- 13.16.1 The Processing Fee for acceptance of payments by Swiped Credit Cards will not be more than five percent (5%) of the payment. The standard fee will be 2.75% unless a separate service or agreement is entered into regarding the payment with a vendor accepting the payment. For questions related to what the fee will be, please contact City Hall.
- 13.16.2 The Processing Fee for acceptance of payments by Keyed in Credit Cards is an amount equal to 3.75 % of the underlying payment.
- 13.16.3 The Processing for acceptance of Online Payments will not be more than five percent (5%) of the payment. The standard fee will be 2.75% unless a separate service or agreement is entered into regarding the payment with a vendor accepting the payment. For questions related to what the fee will be, please contact City Hall. The Processing Fee for an Online Credit Card payment is an amount equal to 4.49% of any underlying payment.
- 13.16.4 The Service Charge is \$25.00. The City shall assess and collect a Service Charge Fee if for any reason a payment by credit card is not honored by the credit card company on which the funds were drawn.

13.17 Public Swimming Pool Inspection Fee: \$240.00/swimming facility

- 13.22.1 More than one re-inspection, per year: \$120.00/hour
- 13.22.2 Public Swimming pool design and consultation services: \$120.00/hour
- 13.22.3 Cost for each complaint investigation: \$60.00

13.18 Special District Agreement Fee: \$2,500.00

13.19 Special District Agreement Amendment Fee: \$1,000.00

13.20 Scooter Impoundment Fee: \$75.00/scooter

13.21 After Hours Inspection Fees: After Hours Inspection Fee by City Staff or Consultant (including but not limited to: all road inspections, construction inspections, lighting inspections, building inspections, concrete pour and pre-pour, erosion control, water, wastewater, asphalt inspections and stormwater inspections):

Effective Date 05.26.22

13.21.1 Applicability: the After Hours Inspection Fee will be charged when an inspection is done by City Staff on request of Owner or Applicant to be commenced or completed between the hours of 5 p.m. to 7 a.m. on a weekday or between 5 p.m. on Friday through 7 a.m. on Monday.

13.21.2 Fee: the After Hours Inspection Fee is \$150.00 per hour with a two hour minimum. Two hour minimum does not apply if inspection commences within normal working hours and ends within on hour after after hours period begins.

SECTION 14. FIRE SAFTEY

14.01 Plan Review Fees

Site and Subdivision Plans	\$240.00/section
Building Plan – new shell building	\$180.00 + \$0.12/square foot
Building Plan – new tenant space	\$180.00 + \$0.12/square foot
Building Plan – remodel of existing tenant space	\$180.00
Automatic Sprinkler Systems:	
Less than 6,000 square feet	\$600.00
6,001 – 12,000 square feet	\$720.00
Greater than 12,001 square feet	\$720.00 + \$0.02/square foot over 12,000 square feet (maximum \$960.00)
Standpipe Systems	
Underground Fire Protection Systems	\$360.00
Fire Alarm Systems:	
200 or fewer devices	\$240.00
201 or greater devices	\$240.00 + \$0.60 per device over 200 devices

14.02 Inspection/Test Fees

Re-inspection of Fire Final and Fire Protection System Test:	
First Re-test	\$60.00
Second Re-test	\$120.00
Third Re-test	\$180.00
Hydrant Flow Test	
	\$120.00
Kitchen Vent Hood Suppression System	
	\$180.00

Effective Date 05.26.22

Alternative Fire Suppression Systems (Paint/Spray Booths)	\$180.00
Commercial Propane Installations	\$300.00
Firework Stands	\$60.00
Home Foster Care/Adoption	Exempt
Daycare Annual Inspection:	
Less than 25 children	\$60.00
Greater than 25 children	\$120.00
Healthcare/Assisted Living	\$54.00 + \$18.00/additional building
Hospitals/Licensed Clinics	\$90.00
Certificate of Compliance – initial and follow up	\$120.00
Change of Occupancy Use	\$60.00

14.03 Permit Application Fees

Hazardous Materials	\$300.00
Above/Underground Storage Tanks	\$240.00
Fireworks Display (application required)	\$60.00
Fireworks Display with Engine Standby as required	\$180.00/hour, per fire engine
Control/Open Burn (commercial)	\$30.00
Mass Gathering of more than 4,000 people	\$240.00
Temporary Structures: tents, air supported structures, canopies, construction trailers, etc.	\$60.00
Fire Watch	\$90.00/hour + \$180.00/hour, per fire engine
Access Gate	No fee, application required

14.04 Triple Permit Application Fees: The Fire Safety Inspector may impose triple permit fee when he finds that a condition, activity or occupancy requiring a permit exists and no permit has been issued by the Fire Safety Inspector.

14.05 Modification Permit Application Fee: \$120.00, Includes: Adding up to twenty sprinkler heads to an existing sprinkler system, and adding up to ten initiating/signaling devices to an existing alarm system; \$0.60 for each additional sprinkler head or initiating/signaling device.

SECTION 15. FARMERS MARKET

15.1 Application Fee

15.1.1 Application: \$30.00, non-refundable

Effective Date 05.26.22

15.1.2 Annual Market Membership: \$40.00

15.2 Vendor Booth Fee

15.2.1 Agricultural Producers Farmers: \$22.00/day

15.2.2 Agricultural Producers Rancher: \$25.00/day

15.2.3 Value Added Food & Beverages: \$30.00/day

15.2.4 Craft/Services: \$28.00/day

~~15.2.5 Services: \$30.00/day~~

15.2.6 Shared Booth: \$10.00/day

15.5 Other Booth Rental Fees

(a) Weights: \$5.00/each

(b) Tent: \$20.00/each

(c) Electricity: \$5.00/booth

(d) Shared Booth: \$10.00/day

15.6 Mobile Food Vendor Inspection Fee: \$75.00; if required (an inspection is not required for a mobile food vendor with a valid permit and inspection within last six months from the City or a surrounding jurisdiction).

15.7 Penalty Fees

15.7.1 Late Set-Up: \$10.00

15.7.2 Late Booth Reservation Payment: \$10.00

15.7.3 No Show: \$10.00 for vendors that do not show or cancel after 1:00 p.m. the Wednesday of the Farmers Market.

15.8 Applicants may request a reduction or waiver of fees, which may be granted by the Farmers Market Association Board-Committee.

15.9 Friends of Dripping Springs Farmers Market Program Fees

15.9.1 Annual Individual Membership: \$30.00/individual

15.9.2 Annual Family Membership: \$55.00 (up to four individuals)

15.9.3 Annual Corporate Membership: \$250.00 (up to ten employees)

SECTION. 16 STREET CUTS, EXCAVATIONS AND REPAIR OF CITY STREETS

16.1 Fees and Rates: Pursuant to Chapter 284 of the Texas Local Government Code, there is hereby levied and assessed and shall be collected the application fees and public rights-of-way use rates set forth in the tables below.

16.2 Review of Application Fees

Effective Date 05.26.22

Network Node	\$500.00/application for up to 5 network nodes, and \$200.00 each additional network node on a single application; up to 30 network nodes are allowed on each application.
Node Support Pole	\$1,000.00/application for each pole
Transport Facility	\$500.00 for up to 5 network nodes and \$250.00 for each additional network node on a single permit; up to 30 network nodes are allowed on each permit.

16.3 Municipal Authorization Required, Registration, Compensation and Fees

Network Node	\$250.00/network node site
Node Support Pole	No separate rate from the network node annual fee (each support pole should have a network node attached).
Transport Facility	\$28.00/month for each network node site, unless an equal or greater amount is paid the City, e.g. under Chapter 283, Tex. Loc. Gov. Code or Chapter 66, Tex. Util. code.
Service Pole Attachment	\$20.00/year to collocate a network node on a service pole in the public right-of-way.

SECTION 17. DRIPPING SPRINGS RANCH PARK FEES

17.1 Fees and Rates

- (a) ~~Pursuant to Chapter 284 of the Texas Local Government Code, there is hereby levied and assessed and shall be collected the application fees and public rights of way use rates set forth below.~~
- (b) A **non-refundable** booking fee is due at the time of booking if booked two years or less in advance of the event to save the date. If the booking is more than two years prior to the event then the booking fee is due two years prior to the event to reserve the date. The **non-refundable** booking fee is two hundred and fifty dollars (\$250) ~~for non-profits and residents and five hundred dollars (\$500) for all other rentals.~~ The base room rental fee is due six months prior to the first day of the event to keep the event. **The remaining balance is due 30 days prior to the event.** The booking fee is non-refundable, but will be used towards any incurred fees for the event.

17.2 Fields 1, 2, 3 & 4* and Trails

- (a) Full Day: \$100.00/field/day
- (b) Trails: \$450.00/event
- (c) Market Hourly Rate

17.3 Stalls

- (a) Event Center Stalls Full Day: \$25.00/stall/day
- (b) Small Barn Boarding Stalls: \$150.00/stall/month
- (c) Shavings: \$9.00/bag (sales tax included)
- (d) Grounds Fee: \$10.00/horse/day

17.4 Outdoor Arena*

Effective Date 05.26.22

- (a) Full Day: \$150.00/day, if rented with Event Center Facility, \$75.00/day
- (b) Outdoor Arena Lights: \$25.00/night
- (c) Use of the Concession Stand, Announcers Stand and Public Address System: \$50.00/day
- (d) Local 4H and Future Farmers of America groups are exempt for paying Outdoor Arena fees for practices (Outdoor Arena fees apply to these groups for any organized use of the Arena).

17.5 Horseback Riding throughout Park & Outdoor Arena

- (a) Indoor Arena Day Pass Permit: \$20.00/day/horse
- (b) Individual Riding Membership: \$200.00/year
- (c) Family Riding Membership (1 – 4 persons): \$500.00/year
- (d) Each Additional Family Member added to Family Riding Membership (5+ persons): \$100.00/person/year
- (e) Trainer Membership: \$400.00/year
- (f) Trainer Day Fee: \$20.00/hour
- (g) Youth Membership: \$100.00/person who is under the age of eighteen, per year
- (h) Coggins Certificate must be on person during park use.
- (i) Liability waiver must be signed by each permit holder.
- (j) Permit must be displayed in vehicle and on person during park use.

17.6 Overnight Primitive Camping Site

- (a) \$20.00/night/vehicle
- (b) Permit must be displayed on vehicle.

17.7 Event Center Facilities (Full Day is 12 hours; Half Day is 6 hours)*

17.7.1 Large & Small Indoor Arena & VIP Booths:

- (a) Large Indoor Arena: Full Day, Monday – Thursday: \$400.00/day
- (b) Large Indoor Arena: Full Day, Friday – Sunday: \$900.00/day
- (c) Large Indoor Arena: Half Day, Monday – Thursday: \$225.00/day
- (d) Large Indoor Arena: Each Additional Hour: \$50.00/hour
- (e) Small Indoor Arena: Full Day, Monday – Thursday: \$200.00/day
- (f) Small Indoor Arena: Full Day, Friday – Sunday: \$350.00/day
- (g) Small Indoor Arena: Half Day, Monday – Thursday: \$100.00/day
- (h) Small Indoor Arena: Each Additional Hour: \$25.00/day
- (i) VIP Booth: Full Day: \$150.00/day/VIP Booth

17.7.2 Large & Small Special Event Center Rooms

- (a) Large Event Room: Full Day, Friday – Sunday: \$1,500.00/day
- (b) Large Event Room: Half Day, Friday – Sunday: \$800.00
- (c) Large Event Room: Full Day, Monday – Thursday: \$750.00
- (d) Large Event Room: Half Day, Monday – Thursday: \$500.00
- (e) Large Event Room: Special Event Room Each Additional Hour: \$75.00/hour
- (f) Small Event Room: Full Day, Friday – Sunday: \$800.00/day
- (g) Small Event Room: Half Day, Friday – Sunday: \$400.00/day

Effective Date 05.26.22

- (h) Small Event Room: Full Day, Monday – Thursday: \$400.00/day
- (i) Small Event Room: Half Day, Monday – Thursday: \$250.00/day
- (j) Small Event Room: Each Additional Hour: \$50.00/hour

17.7.3 Entire Event Center (excludes stalls and RV Hookups **and expansion**)

- (a) Full Day: \$3,000.00/day (**does not include expansion**)
- (b) Each Additional Hour: \$75.00/hour
- (c) Half Day: \$2000.00/day
- (d) **Expansion = \$900/day**

17.7.4 Vendor Hall/Front Porch

- (a) Full Day: \$400.00/day
- (b) Half Day: \$250.00/day
- (c) Each Additional Hour: \$35.00/hour

17.7.5 Concession Kitchen & Concession Stand

- (a) Concession Kitchen: Full Day: \$300.00/day
- (b) Concession Kitchen: Each Additional Hour: \$25.00
- (c) Concession Stand: Full Day: \$200.00/day
- (d) Concession Stand: Each Additional Hour: \$25.00/hour

17.7.6 Set-Up, Removal and Cleaning

- (a) Additional Panels including set-up: Hourly Staff Charge **of \$25 Regular Time and \$45 Overtime**
- (b) Hourly Staff Charge for Panel Set-Up: \$25.00/hour/staff member
- (c) Special Portable Bleacher set-up: \$100.00/set
- (d) Stage set-up or removal in Special Event Room(s): ~~\$50.00~~ **\$150/event/stage**
- (e) Stage set-up in Arena(s): \$50.00/event/stage

17.7.7 Discounts

- (a) Large Indoor Arena Rental Fee: 50% off with 100+ stalls; 25% off with 50+ stalls
- (b) Large Event Room Rental Fee: 50% off Thursday for setup day with Full Day Friday – Sunday Rental
- (c) Small Event Room Rental Fee: 50% off Thursday for setup day with Full Day Friday – Sunday Rental
- (d) Entire Event Center: 50% off Thursday for setup day with Full Day Friday – Sunday Rental
- (e) Vendor Hall/Front Porch: 50% off Thursday for setup day with Full Day Friday – Sunday Rental
- (f) Concession Kitchen or Stand: 50% off Thursday for setup day with Full Day Friday – Sunday Rental
- (g) Entire Park: 50% off Thursday for setup day with Full Day Friday – Sunday Rental

17.8 Recreational Vehicle Site with Hook-Ups

Effective Date 05.26.22

- (a) Recreational Vehicle Site with 30 amp: \$45.00/day
- (b) Permit must be displayed on vehicle

Effective Date 05.26.22

17.9 Entire Park: All Facilities at Park (Entire Event Center, Outdoor Arena, Round Pen; Excludes Ranch House and Expansion)

- (a) Full Day: \$4,000.00
- (b) Each Additional Hour: \$75.00
- (c) Expansion = \$900/day

17.10 Equipment Rentals

- (a) Tables: \$8.00/each, per day \$16.00/table/day offsite
- (b) Chairs: \$15.00/cart (25 chairs)/day \$30/cart/day offsite
- (c) Drag Fees during Event (includes up to 4 drags): \$100.00/day
- (d) Water/Drag Additional Fee (includes 2 drags): \$100.00/event
- (e) Additional Drags Add On: \$25.00/drag
- (f) Arena Packing and Post Event Re-leveling: \$2000.00/event
- (g) Special Dirt Needs: TBD at assessment per event specifications
- (h) Jump Set (set up fees are additional): \$250.00/day
- (i) Jump Set Set-Up Fee: \$25.00/hour (one hour minimum)
- (j) Barrell Racing and Reining Drag Package: \$300.00/day
- (k) Bar = \$50/Bar

17.11 Custodial Cleaning Fees

Includes trash bin service throughout the event, floor cleaning, facility consumables (i.e. paper towels, soap, toilet tissue). Excludes: bulk trash that doesn't fit in the trash bin, tables/chairs, set up/breakdown, animal stalls/pens.

- (a) Event Park: \$250.00/day
- (b) Event Center Entire Facility: \$1000.00/event
- (c) Large Indoor Arena: \$350.0/day
- (d) Small Indoor Arena: \$150.00/event
- (e) Outdoor Arena: \$100.00/event
- (f) Large Special Event Room: \$350.00/event
- (g) Small Special Event Room: \$200.00/event
- (h) Vendor Hall/Front Porch: \$150.00/event
- (i) Concession Kitchen: \$150.00/event
- (j) Concession Stand: \$75.00
- (k) Fields/Trails: ~~\$200.00/event~~ :Determined by DSRP Manager
- (l) VIP Booth: \$25.00/booth/event
- (m) Civic Meeting Custodial (if serving food/drink): \$25.00/ event
- (n) Animal Stall/Pen Cleaning: Determined by DSRP Manager
- (o) Table Set up/Breakdown: Determined by DSRP Manager

17.12 Electrical Requests

- (a) Large Amp Plugs: \$35.00/box (plug)
- (b) Direct Plug into Transformer: \$50.00/plug
- (c) Extension Cords: \$40.00/item/event

17.13 Sound System

- (a) Audio/Visual Engineer: Fee TBD at assessment per event specifications.

Effective Date 05.26.22

17.14 Recreational Vehicle Dump

(a) \$20.00/occurrence

17.15 Damages & Fines

Effective Date 05.26.22

- (a) No glass containers are allowed on premises of the Dripping Springs Ranch Park and Event Center. Use of Glitter, Confetti, Fireworks, or PYROTECHNICS is strictly prohibited. This includes outdoor spaces. Failure to comply with this policy will result in a \$500.00 fine.
- (b) Events will be required to complete a damage waiver and complete a credit card authorization form. In the event of any damage, the user will be contacted to either pay for the damages or, if the user does not for pay the damages or is unavailable, the damage costs will be charged to the credit card on file.

17.16 Business Opportunities (non-peak)

- (a) Event Center Manager may allow rental available space (60 days from event) at 50% of base rental fee.
- (b) Event Center Manager may allow general use rental rate-booked 14 days or less days in advance for unused event space \$75.00 per hour/minimum 2 hours rental-maximum 4 hours rental.
- (c) Civic Meeting Rate (non-profit/governmental only) up to 4 hours: \$100.00 for 2 hours plus \$50.00 for each additional hour past 2 hours. Must be booked within 31 days of date of meeting.

17.17 Special Fees

- (a) Holiday Fee-Events booked on city holiday or holiday weekends: 20% additional fee per event.
- (b) After Hours Fee-Assessed to events that extend past **business event** hours: \$50.00/hour/staff member. Event and breakdown must be completed prior to midnight or by the time that is specified in rental contract. Minimum of 2 staff members are required onsite. Additional information related to business hours may be obtained by contacting the Event Center.

17.18 Special Events and Programming

- (a) Special fees for events, clinics, and programming may be set by the DSRP Board in consultation with the Parks and **Recreation Community Services** Director and **Event Center DSRP** Manager by written agreement to be executed by the City Administrator.

17.19 Parking Fees

- (a) Overnight Parking Fee: \$20.00/vehicle per night
- (b) Event Parking: \$5.00/vehicle per day

17.20 Request for Discounted Fees: Any person may submit an application for a fee waiver at the time of application for the underlying permit or service. The City Administrator shall review each request and may approve up to a ten percent (20%) fee waiver based on the application and whether such discount will serve a public purpose. The City

Effective Date 05.26.22

Administrator's decision is final. An application under this section cannot be made if another discount based on a previous agreement with the City has been granted including but not limited to:

- (1) Sponsorship Agreements; and
- (2) Development Agreements

SECTION 18. FEE DISCOUNTS AND WAIVERS

- 18.2 Fee Discounts and Waivers Discouraged:** Fee discounts and waivers are discouraged. The City of Dripping Springs' fees are based on the actual cost to the City for providing the goods, services, and reviews.
- 18.3 Request for Discounted Fees:** Any person may submit an application for a fee waiver at the time of application for the underlying permit or service. The City Administrator shall review each request and may approve up to a ten percent (10%) fee waiver based on the application and whether such discount will serve a public purpose. The City

Effective Date 05.26.22

Administrator's decision is final. An application under this section cannot be made if another discount based on a previous agreement with the City has been granted including but not limited to:

- (1) Sponsorship Agreements; and
- (2) Development Agreements

SECTION 19. WATER RATES AND FEES

19.1 Temporary Fire Hydrant Meter Request

- (a) Security Deposit: \$2000.00
- (b) Monthly Rate: \$50.00/month
- (c) Volumetric Rate: \$10.00/thousand gallons

19.2 Service Call and Reconnect Fee

- (a) Service Call and Reconnect Fee: \$50.00/call

19.3 New Water Service Fees

- (a) Meter Set Fee: \$50.00
- (b) Customer Service Inspection: \$50.00
- (c) 5/8 x 5/8 Meter: \$177.00
- (d) 5/8 x 3/4 Meter: \$177.00
- (e) 3/4 x 3/4 Meter: \$199.00
- (f) 1" x 1" Meter: \$236.00
- (g) LET Endpoint: \$126.00
- (h) Meter Box and Lid: \$130.21

19.4 Impact Fees

- (a) For lots platted on or prior to 11/01/2012: \$5,180.00/LUE
- (b) For lots platted 10/31/2012 – 01/31/2015: \$8,809.00/LUE
- (c) For lots platted 02/01/2015 – 09/19/2018: \$12,938.00/ LUE
- (d) For lots platted 09/20/2018 – 09/30/2021: \$6,139.00/LUE
- (e) For lots platted on or after 10/01/2021: \$8,175.00/LUE

Effective Date 05.26.22



STAFF REPORT
City of Dripping Springs
PO Box 384
511 Mercer Street
Dripping Springs, TX 78602

Submitted By: Emily Nelson, Dripping Springs Ranch Park Manager

DSRP Board Meeting Date: September 7, 2022

Agenda Item Wording: Discuss and consider a Texas Market Guide Banner Co-Sponsorship with Dripping Springs Helping Hands

Agenda Item Requestor: Nancy Shelton

Summary/Background: Texas Market Guide would like to request a Banner Co-Sponsorship with Helping Hands that will be hung at the Triangle before their show to be held at Dripping Springs Ranch Park.

Staff Recommendation: Staff recommends approval of the co-sponsored banner to be hung at the Triangle.

Attachments: 2022 Texas Market Guide Co-Sponsorship Agreement

Next Steps/Schedule:

Co- Sponsorship Application

SPONSORING ORGANIZATION NAME: Helping Hands

APPLICANT

First Name: Crystal

Last Name: Emmons

Contact Number: (512) 569-5165

Email: JCEmmons3@gmail.com

Address: 28708 RR12; Dripping Springs, TX 78620

EVENT

NAME: 10th Annual Hill Country Harvest Market

START DATE/TIME: 10/8/2022 ~~8:00 pm~~ 10AM - 5PM

END DATE/TIME: 10/9/2022 ~~8:00 pm~~ 11 AM - 4 PM

ADDRESS: Dripping Springs Ranch Park

ESTIMATED ATTENDANCE: 1,500

EVENT DESCRIPTION

Fall Shopping Market. Please note the time on Saturday is 10am - 5pm and Sunday 11 am - 4pm

WILL THIS EVENT BE OPEN TO ALL MEMBERS OF THE PUBLIC?

Yes No

HAVE YOU PREVIOUSLY CO-SPONSORED WITH THE CITY OF DRIPPING SPRINGS?

Yes No

WILL YOU NEED MARKETING ASSISTANCE FOR THIS EVENT?

Yes No

WILL THE CITY LOGO BE USED FOR THIS EVENT?

Yes No

WILL ADMISSION BE CHARGED?

Yes No

WILL ANYTHING BE SOLD?

(Vendor permit may be required)

Yes No

WILL YOU BE SERVING FOOD?

(Food permit may be required)

Yes No

IS THE ORGANIZATION A REGISTERED NONPROFIT CORPORATION OR 501(c)3?

(Attach proof to Application)

Yes No

DOES THE ORGANIZATION HAVE LIABILITY INSURANCE FOR THIS EVENT?

(Attach proof to Application)

Yes No

IS A BUDGET SHEET THAT INCLUDES THE EXPENSES THE SPONSORSHIP IS REQUESTING INCLUDED WITH YOUR APPLICATION?

Yes No

HOW WILL THE CITY BE RECOGNIZED AS A CO-SPONSOR?

No city co-sponsoring required. This is just for the banner to be placed at the Triangle.

WHAT IS YOUR MEDIA AND/ OR PUBLICITY PLAN?

TV, Newspaper, Social Media, Posters, Email Campaign. TV, Social Media and Email Campaign cover the State of Texas. Posters and Newspapers cover a 75 mile radius.

WHAT IS THE PRIOR HISTORY OF THIS EVENT OR SIMILAR EVENTS THAT INCLUDED COMMUNITY INVOLVEMENT?

This is the 10th year for the Hill Country Harvest Market. We also promote the Wildflower Spring Market that is also in it's 10th year. Texas Market Guide is the first company to rent the Ranch Park for a shopping event. Our first reservation was made when the building was still in planning stages. Our show director, Lewanna Campbell, served on the board for awhile as a representative from our industry.

PLEASE, CHOOSE ONE OR MORE OF THE FOLLOWING OPTIONS AND BRIEFLY EXPLAIN YOUR SELECTION(S) BELOW:

This Event

- Promotes the City as a desirable place to live, visit and do business.
- Promotes the City as a visitor destination and/or bring tourism- associated revenue to the City.
- Enhances the quality of life and wellbeing of some or all residents of the community.
- Advances the City's commitment to and pride in being a multicultural community.
Promotes the historic districts.
- Promotes cultural and artistic awareness among the citizenry.

None of these fit our category to the T, but I would say we bring people from out of town to experience all that Dripping Springs has to offer frompping our market to shopping the Dripping Springs shops and reaturants. Many who come to our event have never been to DS and we encouragetthem to visit local places of interest. We hold a food drive for Helping Hands every time we hold a market in DS. The food we collect stays in the DS community to help those in need. We haave been collecting food for Helping Hands twice a year for the last ten years.

*****BELOW INFORMATION IS TO BE COMPLETED BY CITY STAFF*****

RECEIVED BY CITY DATE:

CITY ADMINISTRATOR:

DATE: APPROVE DENY

DRIPPING SPRINGS RANCH PARK BOARD OF DIRECTORS RECOMMENDATION:

DATE: APPROVE DENY

CITY COUNCIL:

DATE: APPROVE DENY

Sign Request Form

THE CITY MUST BE A CO-SPONSOR OF AN EVENT OR SERVICE FOR A SIGN ADVERTISING IT TO BE DISPLAYED ON CITY PROPERTY. ATTACH THIS REQUEST TO THE CO-SPONSORSHIP APPLICATION.

Banners shall not be more than 32 square feet in area and 6 feet in height.

Noncommercial signs and temporary signs shall not be more than 36 square feet in area and 6 feet in height.

Requirements for Banners to be displayed at The Triangle:

Banner Width & Height: **4 feet tall by 8 feet wide**

Banner Material and Grommets: **vinyl with hemmed grommets every 2 feet**

WIND SLITS ARE REQUIRED TO BE CUT IN BANNER TO ALLOW AIR FLOW. A BANNER WITHOUT WIND SLITS SHALL NOT BE DISPLAYED.

Sign locations will be determined by the City, based on availability.

The City will install the sign.

The City is not responsible for damage caused to a sign.

NAME OF ENTITY: ~~Helping Hands~~ *Texas Market Guide*

NAME OF REPRESENTATIVE: *Crystal NANCY* *Emmons Shelton*

MAILING ADDRESS: *28708 RR12, Dripping Springs, TX 78620* *PO Box 1977; Kyle, TX 78640*

TELEPHONE NUMBER *(512) 569-5165* *800-1079*

EMAIL ADDRESS: *JEmmons3@gmail.com* *SUPPORT@TexasMarketGuide.com*

DESCRIPTION OF EVENT OR SERVICE:
Fall Shopping Market. Please note the time on Saturday is 10am - 5pm and Sunday 11 am - 4pm

DESCRIPTION OF INFORMATION TO BE DISPLAYED ON SIGN (ATTACH GRAPHIC TO APPLICATION):

Date, Time and Location of event (Ranch Park)
Helping Hands Logo

SIGN DIMENSIONS AND HEIGHT: 4' X 8'

SIGN MATERIALS:

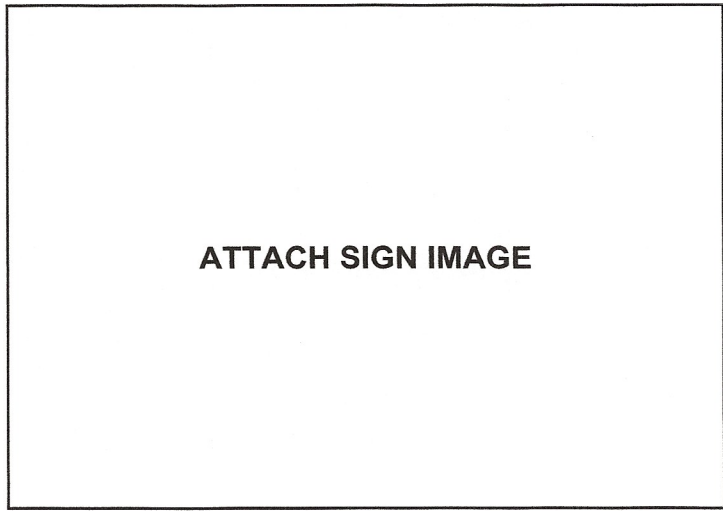
Plastic Banner with grommets and air slits.

REQUESTED DATE FOR SIGN TO BE DISPLAYED: 9-9-22 through 10-9-22
(No more than 30 days prior to event/service)

TYPE OF SIGN: BANNER NONCOMMERCIAL TEMPORARY

LOCATION WHERE SIGN WILL BE DISPLAYED:

Triangle-Exactly on Corner, please.



*****BELOW INFORMATION IS TO BE COMPLETED BY CITY STAFF*****

RECEIVED BY CITY DATE: [Redacted]

CITY ADMINISTRATOR:

DATE: [Redacted] APPROVE DENY



Internal Revenue Service**Department of the Treasury****P. O. Box 2508
Cincinnati, OH 45201****Date:** June 7, 2002**Person to Contact:**
Sheila Schrom 31-02836
Customer Service Representative**Toll Free Telephone Number:**

8:00 a.m. to 6:30 p.m. EST

877-829-5500

Fax Number:

513-263-3756

Federal Identification Number:

74-2599819

Dripping Springs Helping Hands, Inc.
P.O. Box 804
Dripping Springs, TX 78620-0804

Dear Sir or Madam:

This letter is in response to your request for a copy of your organization's determination letter. This letter will take the place of the copy you requested.

Our records indicate that a determination letter issued in August 1991 granted your organization exemption from federal income tax under section 501(c)(3) of the Internal Revenue Code. That letter is still in effect.

Based on information subsequently submitted, we classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Code because it is an organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

This classification was based on the assumption that your organization's operations would continue as stated in the application. If your organization's sources of support, or its character, method of operations, or purposes have changed, please let us know so we can consider the effect of the change on the exempt status and foundation status of your organization.

Your organization is required to file Form 990, Return of Organization Exempt from Income Tax, only if its gross receipts each year are normally more than \$25,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of the organization's annual accounting period. The law imposes a penalty of \$20 a day, up to a maximum of \$10,000, when a return is filed late, unless there is reasonable cause for the delay.

All exempt organizations (unless specifically excluded) are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more paid to each employee during a calendar year. Your organization is not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, these organizations are not automatically exempt from other federal excise taxes.

Donors may deduct contributions to your organization as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to your organization or for its use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

06/15/2023
Item 2.

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Next First Insurance Agency, Inc. PO Box 60787 Palo Alto, CA 94306	CONTACT NAME: PHONE (A/C, No. Ext): (855) 222-5919 E-MAIL ADDRESS: support@nextinsurance.com	FAX (A/C, No):
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: State National Insurance Company, Inc.	NAIC # 12831
INSURED Texas Market Guide PO Box 1977 Kyle, TX 78640	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 1324208

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		NXTGZWTC84-03-GL	06/10/2022	06/10/2023	EACH OCCURRENCE	\$1,000,000.00
	DAMAGE TO RENTED PREMISES (Ea occurrence)						\$100,000.00	
							MED EXP (Any one person)	\$15,000.00
							PERSONAL & ADV INJURY	\$1,000,000.00
							GENERAL AGGREGATE	\$2,000,000.00
							PRODUCTS - COMP/OP AGG	\$2,000,000.00
								\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	\$
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE	\$
							AGGREGATE	\$
								\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE	OTH-ER
							E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$
A	Professional Liability			NXTGZWTC84-03-GL	06/10/2022	06/10/2023	Each Occurrence:	\$1,000,000.00
							Aggregate:	\$2,000,000.00

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate Holder is an Additional Insured on the General Liability policy per the Additional Insured Automatic Status Endorsement. All Certificate Holder privileges apply only if required by written agreement between the Certificate Holder and the insured, and are subject to policy terms and conditions.

CERTIFICATE HOLDER

City of Dripping Springs
 PO Box 384
 Dripping Springs, TX 78620

LIVE CERTIFICATE



Click or scan to view

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Item 2.

DRIPPING SPRINGS RANCH PARK FACILITY RENTAL AGREEMENT

APPLICANT INFORMATION

Lessee/Company Name: Texas Market Guide

Designated Event Spokesperson: Lew Campbell, Jerry & Nancy Shelton

Address: PO Box 1977 City/State/Zip Kyle, TX 78640

Phone #: (512) 636-4223 Alternate Phone #: (888) 225-3427

Email: lcampbell@texasmarketguide.com

EVENT INFORMATION

Name of Event: Hill Country Harvest Market Website: texasmarketguide.com

Event Start Date: October 6th, 2022 (Actual Rental, including set up)

Event End Date: October 9th, 2022 (Actual Rental, including break down)

Event Start Time: 8AM Friday *Event End Time: 4PM Sunday

***All music & alcohol consumption must end by 10PM. No exceptions.**

Description of Event: Shopping Market

Expected Attendance for Event: _____

Times and Types of Use: (Please be specific and list all times the space is needed, including deliveries & set-up. Failure to list all set up times & dates and event times could result in the building not being accesible or staff unavailable at your desired times. Full Day (12 hours), Half Day (6 hours). This must include set-up and breakdown times needed. Additional Per hour rates are available to Full and Half day rentals.

Set Up dates and times? Thursday 10/6 from 12-5 (Later if we can work outside on the
vendor front porch for taping and pipe and drape set up), Friday 8-6, Saturday 7-6, Sunday 8-7 or when all
vendors have finished tearing down. Vendors will set up from 9-5 on Friday.

Event open to public Sat 10-5 and Sun 11-4

Special Requests? _____



CERTIFICATE OF LIABILITY INSURANCE

DATE 08/ Item 2

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Next First Insurance Agency, Inc. PO Box 60787 Palo Alto, CA 94306		CONTACT NAME:	
		PHONE (A/C, No. Ext): (855) 222-5919	FAX (A/C, No):
		E-MAIL ADDRESS: support@nextinsurance.com	
		INSURER(S) AFFORDING COVERAGE	
INSURED Texas Market Guide PO Box 1977 Kyle, TX 78640		INSURER A: State National Insurance Company, Inc.	NAIC # 12831
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 877467538

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		NXTGZWTC84-03-GL	06/10/2022	06/10/2023	EACH OCCURRENCE \$1,000,000.00 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000.00 MED EXP (Any one person) \$15,000.00 PERSONAL & ADV INJURY \$1,000,000.00 GENERAL AGGREGATE \$2,000,000.00 PRODUCTS - COMP/OP AGG \$2,000,000.00 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability			NXTGZWTC84-03-GL	06/10/2022	06/10/2023	Each Occurrence: \$1,000,000.00 Aggregate: \$2,000,000.00

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The Certificate Holder is Dripping Springs Ranch Park/City of Dripping Springs. This Certificate Holder is an Additional Insured on the General Liability policy per the Additional Insured Automatic Status Endorsement. All Certificate Holder privileges apply only if required by written agreement between the Certificate Holder and the insured, and are subject to policy terms and conditions.

CERTIFICATE HOLDER

Dripping Springs Ranch Park/City of Dripping Springs
1042 Event Center Drive
Dripping Springs, TX 78620

LIVE CERTIFICATE



Click or scan to view

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



Item 2.

DRIPPING SPRINGS RANCH PARK FACILITY RENTAL AGREEMENT

APPLICANT INFORMATION

Lessee/Company Name: Texas Market Guide

Designated Event Spokesperson: Lew Campbell, Jerry & Nancy Shelton

Address: PO Box 1977 City/State/Zip Kyle, TX 78640

Phone #: (512) 636-4223 Alternate Phone #: (888) 225-3427

Email: lcampbell@texasmarketguide.com

EVENT INFORMATION

Name of Event: Hill Country Wildflower Market Website: texasmarketguide.com

Event Start Date: March 23rd, 2023 (Actual Rental, including set up)

Event End Date: March 26th, 2023 (Actual Rental, including break down)

Event Start Time: 8AM Friday *Event End Time: 4PM Sunday

***All music & alcohol consumption must end by 10PM. No exceptions.**

Description of Event: Shopping Market

Expected Attendance for Event: _____

Times and Types of Use: *(Please be specific and list all times the space is needed, including deliveries & set-up. Failure to list all set up times & dates and event times could result in the building not being accesible or staff unavailable at your desired times. Full Day (12 hours), Half Day (6 hours). This must include set-up and breakdown times needed. Additional Per hour rates are available to Full and Half day rentals.*

Set Up dates and times? Thursday 3/23 from 12-5 (Later if we can work outside on the vendor front porch for taping and pipe and drape set up), Friday 8-6, Saturday 7-6, Sunday 8-7 or when all vendors have finished tearing down. Vendors will set up from 9-5 on Friday.

Event open to public Sat 10-5 and Sun 11-4

Special Requests? _____



CERTIFICATE OF LIABILITY INSURANCE

DATE 08/ Item 2

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Next First Insurance Agency, Inc. PO Box 60787 Palo Alto, CA 94306	CONTACT NAME: PHONE (A/C No, Ext): (855) 222-5919 E-MAIL ADDRESS: support@nextinsurance.com	FAX (A/C, No):
	INSURER(S) AFFORDING COVERAGE	
INSURED Texas Market Guide PO Box 1977 Kyle, TX 78640	INSURER A: State National Insurance Company, Inc.	NAIC # 12831
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 877467538 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X	NXTGZWTC84-03-GL	06/10/2022	06/10/2023	EACH OCCURRENCE \$1,000,000.00
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000.00					
						MED EXP (Any one person) \$15,000.00
						PERSONAL & ADV INJURY \$1,000,000.00
						GENERAL AGGREGATE \$2,000,000.00
						PRODUCTS - COMP/OP AGG \$2,000,000.00
						\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$
						BODILY INJURY (Per person) \$
						BODILY INJURY (Per accident) \$
						PROPERTY DAMAGE (Per accident) \$
						\$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE \$
						AGGREGATE \$
						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y <input checked="" type="checkbox"/> N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
						E.L. EACH ACCIDENT \$
						E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability		NXTGZWTC84-03-GL	06/10/2022	06/10/2023	Each Occurrence: \$1,000,000.00 Aggregate: \$2,000,000.00

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
The Certificate Holder is Dripping Springs Ranch Park/City of Dripping Springs. This Certificate Holder is an Additional Insured on the General Liability policy per the Additional Insured Automatic Status Endorsement. All Certificate Holder privileges apply only if required by written agreement between the Certificate Holder and the insured, and are subject to policy terms and conditions.

CERTIFICATE HOLDER Dripping Springs Ranch Park/City of Dripping Springs 1042 Event Center Drive Dripping Springs, TX 78620	LIVE CERTIFICATE  Click or scan to view	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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DRIPPING SPRINGS RANCH PARK FACILITY RENTAL AGREEMENT

SOUND & AUDIO/VISUAL EQUIPMENT

Will there be loudspeakers, live music or any activity which involves amplification equipment or devices of any kind? YES NO If yes, please describe: _____

Will you use DSRP Sound System/Microphones? YES NO

Will you use the projector/screen in the Special Event Room? YES NO

Will you need a sound/AV Tech (additional fee TBD) prior to or during your event? YES NO

If you answered 'YES' to any of the above, please state your specific needs for sound/AV: _____

We need to make announcements in the special event room and play background music in that room. If there are no other events going on sound can go all throughout.

SPECIAL ELECTRICAL NEEDS

(Special electrical needs will result in additional fees)

Do you have special electrical needs/set up? YES NO

If **YES**, special electrical needs *must be submitted to DSRP no later than 30 days in advance of the event*. Failure to make this submittal could hinder your electrical needs being met by the facility. Please describe special electrical needs in detail: One spider box in the special events room in the back corner

by the door for our vendor who roasts nuts onsite.

ALCOHOLIC BEVERAGES

**Please see Facilities Rental Policy regarding alcoholic beverage service, consumption & security requirements*

Will alcohol be served at your event? YES NO

Will alcohol be sold at your event? YES NO

If alcohol is to be **sold** at your event, you must provide a copy of your **Texas Alcoholic Beverage Commission Permit** and a copy of the **Certificate of Liability Insurance** with at least \$1,000,000.00 (One-Million Dollars and Zero Cents) coverage for personal and property injuries.

TABC License Number: _____

Date Submitted: _____ Received by: _____

WWW.DRIPPINGSRINGSRANCHPARK.COM

PHONE: 512-894-2390

PHYSICAL ADDRESS: 1042 EVENT CENTER DRIVE
DRIPPING SPRINGS, TEXAS 78620

MAILING ADDRESS: PO Box 384
DRIPPING SPRINGS, TEXAS 78620



DRIPPING SPRINGS RANCH PARK FACILITY RENTAL AGREEMENT

Certificate of Liability Insurance Provided (Must list Dripping Springs Ranch Park/City of Dripping Springs as Certificate Holder & Additional Named Insured): YES NO

Approved for Alcohol Sales: YES NO

City Staff Signature of Approval: X _____

GENERAL LIABILITY INSURANCE

Certificate of Liability Insurance Provided (Must list Dripping Springs Ranch Park/City of Dripping Springs as Certificate Holder & Additional Named Insured): YES NO

CONCESSION SALES

Would you like to request concession sales at your event? YES NO

SPECIAL SET-UP or DIRT NEEDS

(Special set-up & dirt needs will result in additional fees)

Do you have special set-up needs or special dirt needs? YES NO

If YES, special set-up needs or special dirt needs must be submitted to DSRP no later than 30 days in advance of the event. Failure to make this submittal could hinder your set-up and/or dirt needs being met by the facility.

Please describe special set-up and/or dirt needs in detail: We do not have any special needs for dirt, but we do need horse panels on the vendor front porch to be set up later in the day on Friday. We are following the same diagram as we used previously, but may have an adjustment on where the panels at the end go depending on how many booths we sell in that section.



DRIPPING SPRINGS RANCH PARK FACILITY RENTAL AGREEMENT

DRIPPING SPRINGS RANCH PARK FACILITIES RENTAL POLICY

(approved 12/10/19)

POLICIES AND PARK RULES FOR USE OF THE EVENT CENTER AND OUTDOOR ARENA COMPLEX ARE ATTACHED. PLEASE READ THOROUGHLY BEFORE RESERVING THE FACILITIES. YOU WILL BE REQUIRED TO ADHERE TO ALL POLICIES AND PARK RULES. FAILURE TO ADHERE TO POLICIES AND PARK RULES COULD RESULT IN EVENT CANCELLATION, FINES AND ALL PAYMENTS AND DEPOSITS BEING FORFEITED.

The following information includes: (1) definitions of rental categories; and (2) general policies and rules for use of the Dripping Springs Ranch Park Event Center and Outdoor Arena ("DSRP Event Center and Outdoor Arena"). In this document, the City of Dripping Springs is referred to as the "City". The Dripping Springs Ranch Park Event Center Manager ("DSRP Manager") will be the contact for all events at the Dripping Springs Ranch Park Event Center and Outdoor Arena. Please contact the DSRP Manager for details.

DSRP EVENT CENTER DEFINITIONS

Event Center Facility Rental

Fee includes use of the large indoor arena, small arena, lights, announcer's booth, public address system, chutes, panels, warm up arena and common/ vendor areas; 12,000 sq. ft meeting space & 6,000 sq. Ft. meeting space, Concession Kitchen. The fee does not include any facilities not listed here. Additional Custodial Fees required.

Event Center Large Indoor Arena Rental

Fee includes use of large indoor arena, lights, announcer's booth, public address system, chutes, panels, and warm up arena. The fee does not include any facilities not listed here. Additional Custodial Fees required.

Event Center Small Indoor Arena Rental

Fee includes use of small indoor arena, lights, announcer's booth, public address system, chutes, panels, and warm up arena. The fee does not include any facilities not listed here. Additional Custodial Fees required.

Large Special Event Room Rental

Fee includes the 12,000 sq. ft. meeting space is available in conjunction with other events, or for stand-alone events. The fee does not include any facilities not listed here. Additional Custodial Fees required.

Small Special Event Room Rental

Fee includes the 6,000 sq. ft. meeting space is available in conjunction with other events, or for stand-alone events. The fee does not include any facilities not listed here. Additional Custodial Fees required.

Vendor Hall/Front Porch Rental

Fee includes the 19,000 sq. ft. covered area in the Event Center is available in conjunction with other events, or for stand-alone events. The fee does not include any facilities not listed here. Additional Custodial Fees required.

Event Center Stalls

Stalls are available for rent at the Event Center. Any horse that remains at the facility overnight must be in a fee for use stall or tied up at the trailer or in a portable pen adjacent to your primitive camp site (Grounds fee will apply if tied adjacent to primitive camp site, in a portable pen or tied to trailer). Tying horses to the stalls is prohibited. Tying horses to your trailer at your RV campsite or erecting a portable pen at your RV campsite is prohibited. Tying or placing horses in any livestock pens, rough stock pens or cattle pens is prohibited. Rental period is 24 hours, noon to noon daily. Users may pay the fee at the Dripping Springs Ranch Park or may pay directly the Lessee/event holder who is responsible for remitting payment to the City. Using the stalls without renting this amenity will result in forfeiture of event deposit. DSRP requires that each stall have a minimum of 2 bags of shavings per stall. Shavings are not included in the stall rental price but are available for purchase at

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DRIPPING SPRINGS RANCH PARK FACILITY RENTAL AGREEMENT

Dripping Springs Ranch Park. No outside shavings are allowed. Event Managers/Show managers have the option to do their own stall check-ins and remit payment to DSRP for stalls and shavings at DSRP rates.

RV Sites

Rental period is 2PM-10AM daily. Electricity and water are included in fee. Campers may pay the Ranch Park staff or the Lessee/event holder responsible for remitting payment to the City. Maximum stay is 7 days. Event Managers/Show managers have the option to do their own RV check-ins and remit payment to DSRP for RVs at DSRP rates.

Concession Stand Rental

The Concession stand is available for rent during events. If Lessee requires a concessionaire, contact DSRP Manager. The fee does not include any facilities not listed here. Additional Custodial Fees required.

Concession Kitchen Rental

The Concession Kitchen is available for rent during events. If Lessee requires a concessionaire, contact DSRP Manager. The fee does not include any facilities not listed here. Additional Custodial Fees required.

Tables and Chairs

The DSRP Event Center has a limited number of 8-foot-long rectangular tables and folding chairs available for rent during events.

Arena Prep

DSRP will provide personnel on site to prepare the arena dirt before the rental time period as needed. Cost is included in rental fee. Lessees who wish to work the dirt themselves during the event will be required to: 1) bring their own equipment; 2) attend a scheduled orientation with event center staff; 3) provide proof of \$1,000,000.00 of liability insurance coverage to cover personal and property injury/damages to, including but not limited to, any portion of the arena, including the base layer of the arena floor. All equipment brought in by outside parties must be approved by the event center staff prior to use in the arena. Said equipment should be well maintained and in good working order. The DSRP equipment is available for use during events for a fee. Before use each operator must be cleared by staff on equipment use and sign the DSRP Equipment Use Waiver.

OUTDOOR ARENA COMPLEX DEFINITIONS

Dripping Springs Ranch Park also has an outdoor arena available for rental. Amenities include the riding arena, a round pen, and arena lights.

Lessee

Person or entity leasing the Event Center and/or the Outdoor Arena (aka: event holder, show manager, etc.).

Outdoor Riding Arena & Round Pen Rental

The arena is 250 x 150 sq ft. This arena can be used in conjunction with events at the Event Center or as a standalone rental. The arena has lighting for evening use, announcer's booth, and public address system. An outdoor round pen is included in the rental of the riding arena for warm-up and training horses. The fee does not include any facilities not listed here. Additional Custodial Fees required.

DRIPPING SPRINGS RANCH PARK FACILITY RENTAL AGREEMENT

POLICIES FOR USE: Dripping Springs Ranch Park Event Center & Outdoor Arena

1. **No GLASS** containers are allowed on premises of the Dripping Springs Ranch Park and Event Center. This includes all outdoor spaces. **Failure for lessee and guests to comply with this policy will result in a \$500 fine and immediate cancellation of your event.**
2. When renting the special event rooms or any other areas of the facility it is the event holder's responsibility to supervise all children. Persons under the age of 18 years authorized to be in a park facility must always be accompanied by an adult. The ratio of minors to adults shall be no less than one adult for every eight minors. **Failure to follow these guidelines could result in immediate cancellation of event.**
3. **Facility Rental Period:** Full Day (12 hours), Half Day (6 hours). This must include set-up and breakdown times needed. Per hour rates are available to Full and Half day rentals.
4. **Multiple Day Events:** Parties booking for multiple day events will pay the 12-hour rate per day. Clean up must be done by 12:00 midnight of the last day of booking or the per hour charge will apply to additional clean-up time.
5. **Parties booking individual areas** of the Dripping Springs Ranch Park and Event Center (Vendor Hall/Front Porch, Special Event Rooms, etc.) are subject to being rescheduled or offered another space to hold their event if a party requests booking the entire facility 45 days or more from the individual area booking. In order to guarantee a reservation with no restrictions the entire Event Center must be reserved.
6. **No Sublease:** No subleasing of any area of the Dripping Springs Ranch Park Event Center or Outdoor Arena Complex is allowed, excluding vendors related to your event. The City requires knowledge of all the parties it deals with so it can assure that all parties are made aware of the requirements. An association or group that rents the arena and stalls and rents the stalls to its participants will not be considered as subleasing.
7. **Event Scheduling:** Bookings may be made up to eighteen (18) months in advance of the proposed event. Please contact the DSRP Manager for information and booking of the facilities. Reservations for the Outdoor Arena may be rescheduled or refunded due to weather conditions at the discretion of the City. Recurring events have the option to book multiple years in advance.
8. **Event Scheduling:** DSRP retains the right to refuse booking an event of a competing or similar nature within 45 days of an event already booked.
9. **Events with amplified music** must end at midnight and is restricted to 65 decibels or less. One hour will be given to clean up and exit after the event, but the music must end at midnight. Events with alcohol must cease alcohol consumption at midnight. If the premises are not vacated within the 1-hour clean up time, a per hour charge will be incurred. This 1-hour clean up time counts towards the 12 hour or 6 hour rental time frame.
10. **Payment:** A \$250 non-refundable deposit that credits toward your rental fees is due to reserve any dates. Remaining fees are due sixty (60) days prior to your event. The estimated charges are determined using the rental form that is completed prior to securing a confirmed date. If additional amenities or facilities are added or deleted at a later date, additional fees or refunds may apply. Events cancelled more than sixty (60) days prior to the first day/date of the scheduled event will receive a refund minus the \$250.00 deposit. Events cancelled between thirty (30) and sixty (60) days prior to the first day/date of the scheduled event will receive a fifty (50%) percent refund. Events cancelled less than thirty (30) days prior to the first scheduled day/date of the event will receive **NO** refund. **A \$25.00 NSF fee will be assessed for all returned checks.**
11. **Security Deposit:** A credit card must be placed on file as a security deposit. To avoid charges, Lessee agrees to leave the premises in as good or better condition than that which existed prior to their usage: such determination is at the sole discretion of the City. All trash must be disposed of properly.



DRIPPING SPRINGS RANCH PARK FACILITY RENTAL AGREEMENT

City representative will conduct a walk-through of the premises with the Lessee prior to the event to ensure that all facilities are in working order. An authorized City representative shall complete a walk-through with the Lessee following the event to determine and notify the Lessee of any damages and/or charges. Any damage repair incurred by the City will be charged to the card on file at actual cost.

- 12. **Insurance:** Event Lessee and any alcoholic beverage vendor must each provide a copy of its certificate of liability insurance, with a separate endorsement listing the City and DSRP as an additional insured, in the amount of \$1,000,000.00, insuring against any and all claims for personal injury, death, and/or property damage relating to the event and the Dripping Springs Ranch Park Event Center and Outdoor Arena.
- 13. **Indemnification:** City shall not be liable to Lessee or Lessee’s employees, agents or invitees, or to any other person or entity, for any injury to person or property on or about the DSRP Event Center and Outdoor Arena caused by the negligence or misconduct of Lessee, its employees, or agents. Lessee and all vendors shall indemnify City and hold City harmless from any loss, expense or claims arising out of any such injury.
- 14. **Alcoholic Beverages:** No sale of alcoholic beverages will be allowed at the DSRP Event Center and Outdoor Arena without the prior written approval of the City. Lessees and/or vendors selling alcoholic beverages must be a holder of a current/valid Texas Alcoholic Beverage Commission ("TABC") license and must provide the City a copy of said TABC license/permit a minimum of two (2) business days prior to the event.
- 15. **Security and Emergency Medical Services ("EMS"):** Lessee shall be solely responsible for providing a reasonable number of Security and EMS personnel, at the City’s discretion, before, during, and after the event to help maintain order, to regulate traffic control, and/or to provide any other security/safety functions that the City determines to be necessary. *Lessee shall be responsible for the actions and safety of Lessee or any of Lessee’s guests, patrons, or anyone on or around the DSRP Event Center and Outdoor Arena premises as a result of the event, including without limitation protecting such persons from injury or death and protecting Lessee’s and City’s property or the property of such persons, including any vendors, from loss or damage. Lessee shall arrange for such security and EMS personnel at its own expense and advise the City of actions taken.* The City must approve the Lessee plan for security and safety a minimum of three (3) business days before the first day/date of the event. The event cannot take place without prior written approval from the City.
Emergency Medical Technicians are required at each event where there is a substantial risk of injury to the contestants or audience. Need is determined on an event by event basis by Staff. Securing and/or notifying EMT and Paramedics is the responsibility of the event holder.
The establishment of Security requirements for an event will be determined by Staff. These guidelines are established for the protection of life and property while events are in progress and may include officers before, during or after events. All security officers will be arranged for and managed by the event holder. Security and/or Law Enforcement must be present prior to the beginning of the event and must remain until all crowds and traffic are dispersed and evacuated. See below for guidelines-final plan must be approved by Staff.



DRIPPING SPRINGS RANCH PARK FACILITY RENTAL AGREEMENT

All Events with alcohol must have security present. Events with up to 250 attendees must have one licensed security personnel. 250-500 attendees require 2 licensed security personnel. Attendance of over 500 persons requires 3 licensed security personnel.

Other events may be required to have security, even if no alcohol is served or consumed, depending on attendance and type of event.

17. **Release of Liability Waivers:** The Lessee is responsible for copying waivers and obtaining signatures from each participant prior to participation in the event. Signed waivers must be returned to Dripping Springs Ranch Park Staff no later than seven (7) business days after an event is completed. A copy of the City's waiver may be obtained from Dripping Springs Ranch Park or on the Ranch Park's website.
18. **Special Event Food Vendors:** Special events that will have food vendors must obtain a Special Events Food Vendor permit from the City of Dripping Springs. Please contact Kyle DeHart, City of Dripping Springs Environmental Health & City Inspector for more information.
19. **Concessions:** Please contact dsrpevents@cityofdrippingsprings.com to inquire about concessions availability.
20. **Overnight RV Camping:** Overnight RV camping is permitted. Refer to the Fee Schedule for pricing. Campers may pay the DSRP Staff or the Lessee/event manager responsible for remitting payment to the City. There is a Dump Station on the property available for use with paid RV Fee. There is no discharge of grey water on the property and spills at the Dump Station will be the responsibility of the RV owner.
21. **Overnight Primitive Camping:** Overnight primitive camping is permitted. Refer to the Fee Schedule for pricing. Campers may pay the DSRP staff or the Lessee/event manager responsible for remitting payment to the City. Please note that the Park does not have electrical hook-ups for campers.
22. **Toilets:** The Event Center houses sixteen women's toilets, nine men's toilets and three urinals. The new addition houses eight women's toilets, five men's toilets and three urinals. There is one portable toilet available for the Outdoor Arena. In cases where the existing restroom facilities will be inadequate, the Lessee is responsible for renting additional toilets. Please see guidelines.

Special Event Toilet Calculator

		Maximum Attendance*										
Number of Hours		100	250	500	1,000	2,000	3,000	4,000	5,000	6,000	7,000	8,000
1	1	1	2	2	3	4	10	10	12	17	20	24
	2	1	2	3	4	8	12	16	20	27	32	39
	3	1	2	3	5	10	15	19	24	34	38	47
	4	1	2	4	6	11	16	22	27	38	41	54
	5	2	2	4	6	12	18	24	29	41	42	58
	6	2	3	4	7	13	18	25	31	42	46	62
	7	2	3	4	7	13	19	25	32	46	46	64
	8	2	3	4	7	14	20	27	33	46	46	66

*If alcohol is being served, we recommend increasing the number of restrooms for your event. Please keep in mind that this is an estimated number of restrooms needed. You may need more, or less depending on your specific needs.

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DRIPPING SPRINGS RANCH PARK FACILITY RENTAL AGREEMENT

24. **Parking:** Parking at DSRP event center is free to Lessee and its participants. The City may choose to charge for parking at other hosted events. If your event attendance is expected to be exceed 500 attendees, Lessee will be required to submit a parking plan to DSRP management no later than 30 days prior to event. Parking Plans, parking requirements or parking lot attendants may be required, and this determination is at the sole discretion of DSRP management.
25. **Equipment:** Show production equipment provided by the Lessee must be removed by Lessee from the arena or other fields no later than end of rental period. All City equipment such as orange cones or other equipment provided by the City must be returned to original placement following use. All leasable equipment is noted on the Rate Schedule. DSRP can arrange for additional equipment or services through outside sources at rates to be quoted upon request.
26. **Orange Cones:** If Available the City will have, free of charge, 36" tall orange traffic cones should the Lessee request them for an event. Lessee is responsible for notifying the City at least five days prior to event, providing the number of cones needed. Lessee is also responsible for placing cones where needed and returning them to their original location. Lost/damaged cones will be replaced at Lessee expense.
27. **Coggins Lab Accession Log:** Lessee is required to comply with the Texas Animal Health Control ("TAHC") regulations. Current Coggins Lab Accessions are required for all horses on DSRP property.
28. **General Park Rules:** General park rules for the City apply at the DSRP Event Center and Outdoor Arena. Campfires, glass containers, or fireworks are NOT permitted at the DSRP Event Center and Outdoor Arena complex or in the general park area. If you have questions about other general park rules, please refer to the Parks link on the City of Dripping Springs website at www.cityofdrippingsprings.com or contact City Hall at 512-858-4725.
29. **No alterations of any structure** will be allowed and there will be no glue, wire, screws, or nails attached to or embedded into the walls or ceilings for any reason.
30. **No signs or banners** shall be placed in the DSRP Event Center and Outdoor Arena without the consent of the DSRP Manager. No signs or banners shall be placed over an existing banner or exit sign.
31. It is the responsibility of the Lessee to remove all event related items (i.e. banners, signs, decorations, etc.) at the end of the event. DSRP will not be responsible for any items left behind.
32. **No smoking on or around** the DSRP Event Center and Outdoor Arena.
33. No alcoholic beverages permitted on or around the DSRP Event Center and Outdoor Arena unless: (a) purchased on site from approved vendor possessing appropriate licensing from TABC, or (b) provided free of charge by a Lessee to invited guests at a private function that is not open to the general public.
34. **Dogs must be on leash at all times** on or around the DSRP Event Center and Outdoor Arena. Owners must pick up after dogs or may be asked to leave the premises.
35. **Special Needs:** If you find that your event requires services or has needs not addressed in this document or rental forms, please contact the DSRP Manager to discuss.
36. **Planning Setups (Floor Plans):** DSRP staff will assist with arrangements for set up of your event. This assistance includes helping you plan the floor plans and layout for your event. All efforts will be made to ensure no detail is overlooked.
37. **Floor Plan, layout, dirt needs & electrical needs and parking plan:** The floor plan, event layout, dirt needs and electrical need and parking plans are due to DSRP no later than 30 days prior to the event. Failure to do so could hinder DSRP from meeting layout and electrical needs. Changes made after this 30-day deadline may result in additional fees.
38. **DSRP has wifi internet available.** A password is required for access.
39. **Please keep DSRP staff informed of any deliveries** for your event. DSRP cannot accept responsibility for liability or loss. Lessees must arrange for security for items shipped in advance. DSRP does not arrange return shipping for any item, this is the Lessees responsibility.



DRIPPING SPRINGS RANCH PARK FACILITY RENTAL AGREEMENT

41. **DSRP will provide trashcans and liners for events.** Lessee is responsible for utilizing these cans throughout your event. Your custodial fee covers staff changing out trash throughout your event. All bulk trash items must be removed by Lessee. If not removed and disposed of an additional clean up fee may be assessed.
42. **The DSRP Lobby is not a rental space.** It is common area which serves as the entrance and restroom access for concurrent events. No Lessee will be permitted to conduct events in the Lobby that would interfere with other events occurring within DSRP.
43. **Any space is rented as is;** 'four walls'; any changes or modifications could result in additional fees. Please refer to fee schedule. Personnel necessary for normal building operations will be on duty. If additional staff is needed for your event there will be additional staff fees.
44. **Each event will have a designated spokesperson.** Any communications before and during the event must come through the designated spokesperson.

**Parties booking individual areas of the Dripping Springs Ranch Park and Event Center (Vendor Hall/Front Porch, Special Event Rooms, Indoor/Outdoor Arenas, etc.) are subject to being rescheduled or offered another space to hold their event if a party requests booking the entire facility 45 days or more from the individual area booking. In order to guarantee a reservation with no restrictions, the entire Event Center must be reserved.

To ensure no other events will take place during your event, you must book the entire Event Center.

The floor plan, event layout, dirt needs, electrical needs and parking plans are due to DSRP no later than 30 days prior to the event. Failure to do so could hinder DSRP from meeting floor plan, event layout, dirt needs, electrical needs and parking needs. Changes made after this 30 day deadline may result in additional fees.

The decision as to whether or not a proposed event or activity is appropriate for the desired space at the Dripping Springs Ranch Park and Event Center rests with the DSRP Manager.



DRIPPING SPRINGS RANCH PARK FACILITY RENTAL AGREEMENT

EVENT NAME: Harvest & Wildflower

FEES

EVENT DATE: October 2022 & March 2023

Rental Space(s) Requested

- | | | |
|--|--|---|
| <input type="checkbox"/> Entire DSRP Park | <input checked="" type="checkbox"/> Main Event Room Main | <input type="checkbox"/> Catering Kitchen-New Expansion |
| <input type="checkbox"/> Entire DSRP Facility | <input type="checkbox"/> Concession Kitchen | <input type="checkbox"/> Outdoor Arena |
| <input type="checkbox"/> Main Indoor Arena | <input type="checkbox"/> Livestock Arena-New Expansion | <input type="checkbox"/> Outdoor Trails |
| <input checked="" type="checkbox"/> Exhibit Hall | <input type="checkbox"/> Small Event Room-New Expansion | <input type="checkbox"/> Field (4 total) How many? |

\$250 Non-refundable deposit is due to reserve dates. Full payment due ninety (90) days prior to the event.

RENTAL SPACE FEE AMOUNT: Main:1500x3 + Hall:400x3 + Complimentary Set-up(6hrs)

ADD ONS & FEES: Custodial: 350 + 250

TOTAL RENTAL FEES: \$6,300 (per market) **BALANCE DUE ON RENTAL FEES:** deposits paid, \$6,050 remaining

Please read and initial/date below:

Initial: (ns) Date 8-22-22 I have read and understand the policies, terms and conditions on the preceding pages required for rental of the park.

Initial: (ns) Date 8-22-22 I understand that failure to comply with any of the policies, terms and conditions outlined in this agreement could result in forfeiture of my rental date, rental fees, security deposit and possible fines.

Initial: (ns) Date 8-22-22 Damages to the rental space, facilities or any part of Dripping Springs Ranch Park Property exceeding the amount of the collected security deposit will be assessed at a cost plus 15% administrative fee.

Initial: (ns) Date 8-22-22 Other fees may be assessed on an event basis depending on special requirements and requests from lessee.



DRIPPING SPRINGS RANCH PARK FACILITY RENTAL AGREEMENT

Please read and sign below:

I have read and agree to the terms and conditions stated in the Policies and General Park Rules for the Dripping Springs Ranch Park and Event Center and/or Outdoor Arena Complex, and Ranch House/Grounds and do hereby request the use of the facilities as outlined in this Agreement. As the authorized event agent, I shall be the responsible contact for my group, organization, membership, and/or event. Lessee hereby agrees to indemnify and hold harmless the City of Dripping Springs, and its officers and employees from and against any and all liabilities for any injury to person or property which may be suffered by me or by my party arising out of or in any way connected with participation in the rental noted above. By signing below, I declare I have read, understand, and agree to abide by the existing said Policies and Park Rules. I understand that I may request to have a copy of the Policies and Park Rules for my possession.

Nancy Shelton
Lessee or Designated Event Spokesperson Signature

8-22-22
Date Signed

City Representative

Date Signed

*****CASH AND CHECKS ARE ACCEPTED*****

Please make checks payable to: DSRP; and hand deliver to 1042 Event Center Drive, Dripping Springs, Texas 78620 OR mail to DSRP, PO Box 384, Dripping Springs, Texas 78620. Contact DSRP Manager for more information.

Emily Nelson, DSRP Event Center Coordinator, enelson@cityofdrippingsprings.com

MANAGER REPORT



Written by Emily Nelson

July and August saw a severe slow down in events due to the heat. Our DSRP Summer Sizzle Dressage show only ran for a half day to help avoid the heat. The THCBRA barrel races modified their schedule to help avoid the hottest points in the day. The July Gun Show was a success.

We successfully received evacuated animals for 3 different fires in July. We received 52 horses, 2 donkeys, 3 goats, and 3 dogs. DSRP staff worked alongside City Hall Staff to create a smooth system for in-take. Numerous donations have come in of buckets, rope halters, and other needed equipment. Volunteers also helped us throughout the process--even helping turn stalls.

Coyote Kids Summer Camp ran all summer at 100% capacity with waitlists.

Tween Scene was a huge success this summer. We served over 880 Drippings Springs youth over the summer.

HIGHLIGHTS AND PREVIEWS



“

Thank you to everyone @ DSRP. We are so fortunate to have such a strong team willing to step up and help our community

--Mayor Bill Foulds

”



Coming Soon in September

Eskimo Dog Show
September 10-11

Bailey's Bulls and Brawlin'
September 10

Comprehensive Townhall
September 12

Fences Over Bee Cave
September 16-18

DSISD Homecoming Dance
September 17

CODS Quarterly Meeting
September 23

DSRP Ranch/Play Day
September 24-25

Private Party (no alcohol)
September 24