



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

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**Submitted By:** Michelle Fischer, City Administrator

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**Council Meeting Date:** September 19, 2023

**Agenda Item Wording:** **Approval of a 92 day extension to the Fiscal Year 2023 Hotel Occupancy Tax Grant Program Funding Agreement between the City of Dripping Springs and the Friends of the Pound House Foundation.** *Sponsor: Council Member Sherrie Parks.*

**Agenda Item Requestor:** Janet L. Hermann, Treasurer, Friends of the Pound House Foundation

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**Summary/Background:** The Friends of the Pound House Foundation has a Hotel Occupancy Tax Grant Program Funding Agreement with the City. It expires September 30, 2023. The agreement includes funding for exhibits, displays, and signage. These items are still in production and will not be completed by September 30<sup>th</sup>. Therefore, the Foundation has requested an extension to the agreement with a termination of December 31, 2023.

**Commission Recommendations:** N/A

**Recommended Council Actions:** Approve the extension to the agreement.

**Attachments:** Agreement extension, request letter, and grant funding agreement.

**Next Steps/Schedule:** If approved, notify Friends of the Pound House Foundation and execute extension.