



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

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**Submitted By:** Johnna Krantz; Community Events Coordinator

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**Council Meeting Date:** June 20, 2023

**Agenda Item Wording:** Consider approval of Special Event Permit Application for the 2023 Dripping Springs Pumpkin Festival to take place at the Dr. Pound Farmstead and utilizing Founders Memorial Park for parking.

**Agenda Item Sponsor:** City Council Member Sherrie Parks

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**Summary/Background:** The purpose of this event is to offer a family-friendly fundraising event for the Dr. Pound Farmstead and to increase awareness of the Farmstead. Similar to their event in 2022, Pumpkin Fest will feature seasonal fall decorations, photo opportunities, face painting, balloon twisting, live music, pony rides, petting zoo, trackless train rides, games and activities, seasonal vendors, licensed food trucks, as well as the sale of pumpkins, gourds, concessions, and alcohol. The event will occur over six weekends beginning September 23 and ending on October 29, 2023.

**Changes from 2022 event plan:**

Pumpkin Fest will now operate on Saturdays and Sundays only. There will be no conflict with Wednesday Farmers Market operations, or with weekday DSYSA games.

DSYSA has an agreement in place to move their Saturday football games to alternate school facilities. There will be no conflict with DSYSA weekend games. Letter of approval is attached.

Dripping Springs Pumpkin Fest organizers have met with City Staff and updated their site plan to include additional law enforcement, EMS, and Fire personnel and emergency vehicles over last year.

The City will only require one Itinerant Vendor Permit from DSPF. Vendors within the festival will not be charged individual vending permit fees to participate. Health and Fire Safety Inspections for each

vendor must be up-to-date. DSPF will provide a list of approved participating vendors to the City prior to the event.

Possible parking lot usage fee may be assessed if approved by Council.

**Commission  
Recommendation:**

Recommend approval of event with this year's updated traffic and safety measures in place.

**Attachments:**

Pumpkin Festival Special Event Permit Application including:

- Updated Event Site Plan
- Updated Traffic & Emergency Plan
- Updated Monitoring & Security Plan
- Sound Control Schedule
- Maintenance & Clean Up Plan
- Neighborhood Notification Plan
- DSUSA Letter of Approval
- Letter of Permission from Pound House Farmstead
- Pound House Request for use of Founders Memorial Parking
- TABC Licenses: Solaro Estate Winery and Fitzhugh Brewing
- Dripping Springs Pumpkin Fest, LLC Certificate of Formation Limited Liability Company
- Certificates of Insurance

**Next Steps/Schedule:** Draft an Agreement and Execute the Special Event Permit.