



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

Submitted By: Laura Mueller, City Attorney

Council Meeting Date: December 19, 2023

Agenda Item Wording: **Discuss and consider approval of a Fiscal Sponsorship Fund Agreement with the Dripping Springs Community Foundation related to charitable funding of Visitors Bureau programs and related Fiscal Sponsorship Guidelines. Sponsor: Council Member Sherrie Parks.**

Agenda Item Requestor: Michelle Fischer, City Administrator

Summary/Background: The City absorbed the Dripping Springs Visitors Bureau earlier this year. During the winding up it was determined that some of the donations that the Visitors Bureau received, including for the Songwriters Festival, were required to be given and distributed by a 501(c)(3). In order to retain these funds and accept future funds that can only be given to a 501(c)(3), staff is recommending that the City enter into an agreement with the Dripping Springs Community Foundation. The Agreement:

1. Allows DSCF to accept donations for Visitors Bureau Programs;
2. Invest the funds; and
3. Pay the funds when requested by the City's Fund Advisory Board composed of Pam King, Lisa Sullivan, and Shawn Cox.

Commission Recommendations: N/A

Recommended Council Actions: Approval of Agreement and Guidelines

Attachments: Agreement; Guidelines

Next Steps/Schedule:

If approved, the Visitors Bureau will transfer all non-hotel tax funds to the DSCF for use for Visitors Bureau programs as directed by the City. The priority is to get this done by the end of the year so that the DSVB nonprofit can wind up and avoid another tax year.