



OFFICE OF SPECIAL EVENTS
 200 South Lamar, Austin, Texas 78704
 (512)974-6797 (512) 974-6756 Fax
 reservations@austintexas.gov
<http://www.austintexas.gov/parkevents>

**Fiesta Gardens Building and Patio
 at Edward Rendon Sr. Metro Park at Festival Beach**

2101 Jesse E. Segovia Street
[Driving Directions to the Location](#)

This property is located in the Central district. Fiesta Gardens features a large open-plan room of approximately 4000 square feet, with a generous 9500 square feet outdoor patio, fountain, and accommodating bandstand all overlooking the quiet lagoon of Lady Bird Lake. Limits and restrictions noted in this document are particular to this specific facility and in addition to the general use policy.

The Space(s): Building (48’ at its widest point, 98’ length, 4000 square feet) and Patio (9500 square feet), adjacent fenced field area (24,000 square feet).

Capacity Restrictions: Building - 200 persons, Building and Patio - 200 total.

Hours available for reservation: **10 am - 12 Midnight** (including set up, take down and user clean up of site). **Note** – Sunday through Thursday music outside must end at 8 pm, and Friday and Saturday **ONLY** must end at 11 pm.

PACKAGES AVAILABLE				
(The time you request and book includes the total time allowed on site for: set up, take down, and clean up.)				
	Base Use Fee	Damage Deposit (all rentals)	Maintenance Fee (all rentals)	Package Total
Austin resident, or Austin Energy utility customers	\$300 4 hour use period	\$300	\$ 250	\$850
	\$600 8 hour use period.	\$300	\$ 250	\$1150
	\$800 All day rental.	\$300	\$ 250	\$1350
Non-resident fees, or for commercial activities/events	\$400 4 hour use period	\$300	\$ 250	\$950
	\$800 8 hour use period.	\$300	\$ 250	\$1350
	\$1200 All day use.	\$300	\$ 250	\$1750
Any rental with an approved crawfish boil or cookout additional damage deposit				\$100
For those who need extra time on site, additional hours may be purchased on 4 or 8 hour rental packages at \$75/hour with a 2 hour maximum. Additional hours may NOT be purchased to extend rental time beyond approved site hours and curfew.				

NOTICE: Noise complaints, staying beyond the contracted use period, or not having all items removed from site on time are grounds for immediate loss of the full damage deposit. There is no appeal for these violations.

Notice: Based upon the rental period booked, the sound permit will be restricted to no less than 1 hour prior to the rental period. **For example,** for 10a – 5pm period, the sound permit will be restricted to 4 pm.



OFFICE OF SPECIAL EVENTS
200 South Lamar, Austin, Texas 78704
(512)974-6797 (512) 974-6756 Fax
reservations@austintexas.gov
<http://www.austintexas.gov/parkevents>

FACILITY OVERVIEW AND AMENITIES

BUILDING: The building features a kitchen area with an upright refrigerator, hot/cold water dual basin stainless steel sink, and a bar area (no stove). The building has 110 plugs about every 12', bands set up in southeast corner of room. There are 4 entrance doors to the building.

EQUIPMENT: Rentals include use of tables and chairs inside the building, there are approximately (25) 6' L x 30" W tables and (150) stacking chairs, 12 8' L x 14" W classroom style table, and (3) 6' rounds. All table, chair and other amenity needs beyond what is available are the responsibility of the event organizer.

BANDSTAND: The bandstand is 20'X30' enclosed with a lath type wooden roof and low railings, is lighted and has fourteen, 110 plugs suitable for amplified equipment. Roof overhead overhangs 2'each side. Steps on are the east side of bandstand.

GATES: The property features 2 gates, 1 North and 1 East. The North gate may be used by caterers and band for set-up and service use, and as a general entry for guests. Driving or parking on the patio is strictly prohibited.

RESTROOMS: Building and Patio – 2 stall/1urinal men's and 4 stall women's restrooms are located inside the building. In addition, there are 2 separate ADA restrooms.

ELECTRICITY AVAILABLE: Building - 110 volt outlets approximately every 12'. Patio bandstand - 14 110 volt outlets. Appropriate gauge cords should be used according to the device/appliance/item manufacturer guidelines used on site.

WATER AVAILABLE: Hot and Cold water is available in the kitchen. During periods of **water usage restrictions** the on-site fountain may not be turned on due to the current enacted water restriction period.

PARKING: Due to the proximity to the neighborhood, you should encourage your participants to carpool, and provide advance information to your guests to minimize impact to the neighborhood. Parking is available in 2 lots, both on the North side of the street, 1 West and 1 East of the building. In addition, users may park in the lot adjacent to the Fiesta Gardens West End property. All parking is first-come first-served. All parking is on a first-come first served basis. **Parking Fee:** There IS NOT a fee for parking.

ACCESSIBILITY: The building is NOT wheelchair accessible.



OFFICE OF SPECIAL EVENTS
 200 South Lamar, Austin, Texas 78704
 (512)974-6797 (512) 974-6756 Fax
 reservations@austintexas.gov
<http://www.austintexas.gov/parkevents>

DECORATION GUIDE, RESTRICTIONS AND PROHIBITED ITEMS

Item	Advisory Information or Restrictions
BBQ/Grilling	<ul style="list-style-type: none"> • Barbequing, grilling and frying/cooking should be done <u>OUTSIDE</u> in the parking lot type areas, and NOT on patios, sidewalks or plaza type areas. (if not during a burn-ban period). • Dumping of ashes is prohibited on site.
Candles	<ul style="list-style-type: none"> • Candles may be used and MUST BE COMPLETELY CONTAINED inside a fire proof vessel which encloses both the bottom and sides of the candle. Free standing candles, tea lights, etc, are NOT ACCEPTABLE.
Confetti, Silly String	<ul style="list-style-type: none"> • Confetti, confetti cannons, silly or spray string are not allowed. They are harmful to wildlife and impossible to clean up.
Cooking	<ul style="list-style-type: none"> • Cooking/kitchen type areas are restricted to heating/warming food and may NOT be used for cooking.
Decorations – Hanging Items	<ul style="list-style-type: none"> • Nails, tacks, and staples/staple guns may not be used on any surface. • <u>NO DUCT OR ELECTRICAL TAPE!</u> • Approved item to affix decorations include: <ul style="list-style-type: none"> ○ Use Velcro, zip ties, or high quality non-marring (marking) tape <u>ONLY!</u> Velcro allows for quick decoration removal at the end of the event. • Any items affixed to outdoor light poles must be completely removed, including any tape pieces. • Do NOT attach anything to rafters, ceilings, ceiling beams, or electrical conduit pipe.
Deliveries	<ul style="list-style-type: none"> • Deliveries may be made in the parking lot ONLY. • Deliveries must be dropped off AND picked up the SAME DAY as the rental.
Fire, and Fireplaces	<ul style="list-style-type: none"> • Not allowed on site.
Food Service	<ul style="list-style-type: none"> • Food should be SERVED AND EATEN in the dining room, sun porch or outside of the cottage. Tent rental is permitted, however, before agreeing to a tent rental, and setup/delivery time, contact and get approval from the park manager.
Games	<ul style="list-style-type: none"> • Recreation activities may not involve food (ex. relay games).
Glass Containers/ Bottles	<ul style="list-style-type: none"> • Glass and Styrofoam are prohibited.



OFFICE OF SPECIAL EVENTS
200 South Lamar, Austin, Texas 78704
(512)974-6797 (512) 974-6756 Fax
reservations@austintexas.gov
<http://www.austintexas.gov/parkevents>

Item	Advisory Information or Restrictions
Kegs	<ul style="list-style-type: none">• <u>Beer kegs and margarita machines</u> may be set up <u>OUTSIDE only</u>.
Lights	<ul style="list-style-type: none">• String lights must be installed ONLY to manufacuters' guidelines.• String lights should NOT be installed on outdoor handrails (safety and electrical hazard).• String lights may not be installed indoors on any rafters, chandeliers or ceiling beams.• Lighting may not be attached to any trees, plants or shrubs.
Margarita Machines	<ul style="list-style-type: none">• <u>Beer kegs and margarita machines</u> may be set up <u>OUTSIDE only</u>.
Moonwalks, Miniature Trains, Attractions	<ul style="list-style-type: none">• Moonwalks are allowed with a permit per device.• Miniature Trains, Petting Zoos, Carnival Rides, Water/splash slides are NOT permitted at any time.
Pets	<ul style="list-style-type: none">• Pets are NOT allowed on property.• Trained service animals to assist a person are allowed.
Pinatas	<ul style="list-style-type: none">• Pinatas are permitted outside ONLY.• Confetti is NOT allowed in pinatas.
Smoking	<ul style="list-style-type: none">• Smoking is PROHIBITED by City Ordinance in all buildings and parks.
Styrofoam	<ul style="list-style-type: none">• Glass and Styrofoam are prohibited.
Tents	<ul style="list-style-type: none">• Tent rental is permitted, however, before agreeing to a tent rental, and setup/delivery time, contact and get approval from the park manager.
Wish Lanterns	<ul style="list-style-type: none">• Wish Lanterns are NOT allowed as they pose severe fire risk.



OFFICE OF SPECIAL EVENTS
200 South Lamar, Austin, Texas 78704
(512)974-6797 (512) 974-6756 Fax
reservations@austintexas.gov
<http://www.austintexas.gov/parkevents>

INSURANCE

Minimally, Standard Insurance is required for all public events. Liquor liability is additionally required for all public events with alcohol on site. Visit

<http://www.austintexas.gov/page/special-events-policies-procedures>. The insurance document is located in the “policies and procedures section”.

PUBLIC EVENT: An event is considered public if any of the following apply: a - there is NOT a finite and/or limited guest list; b - a person of the public may purchase or acquire a ticket for entrance or participation; c - a person of the public may attend the event; or d – is advertised by website, email, print or radio media to the public.

PRIVATE EVENT: Events are considered private where a limited and finite count of guests is expected. An example would be a wedding, or birthday party, or private reception, which are NOT open to the public.

PERMITS

Amplified Sound is allowed at this property with a permit. Special Sound Restrictions: Sound permits are restricted Sunday through Thursday until 8 pm, and Friday and Saturday until 11 p.m ONLY. Due to the proximity to the neighborhood, renters are strongly encouraged to actively monitor their amplified sound. If INSIDE the building, bands should set up in the SOUTHEAST corner. **Notice:** Based upon the rental period booked, the sound permit will be restricted to no less than 1 hour prior to the rental period. **For example**, for 10a – 5pm period, the sound permit will be restricted to 4 pm.

- **Permits:** Commercial or Advertising Purposes (**\$30**), Private Party (**\$20**), Public Interest, Political or Non-Profit (**\$10**)
- PERMITS are required in advance and must be requested at the time of payment. Issued permits are restricted to 85 decibels or lower. We encourage courtesy and respect for adjacent neighborhoods at all times in addition to complying with the LEGAL decibel level limit.

Alcoholic Beverages: Beer kegs and margarita machines MUST be placed outside on a concrete area. Beverages packed in glass must be poured and served by renter or their designee into a non- breakable container **at the point of exchange for consumption**. Bottles are NOT allowed to be transported about the property by guests.

Alcohol Sales: Permit fee: \$30 PARD processing fee. Where alcohol is sold, or served as part of a fee, ticket, or donation for admission. See the online policies for additional information and requirements.

- A Temporary Permit is required from the Texas Alcoholic Beverage Commission.



OFFICE OF SPECIAL EVENTS
200 South Lamar, Austin, Texas 78704
(512)974-6797 (512) 974-6756 Fax
reservations@austintexas.gov
<http://www.austintexas.gov/parkevents>

- Review the [Alcohol Permitting Process Overview](#).
- General, auto and liquor liability insurance naming the City of Austin as additional insured is required.
- Valid Sales and Tax ID.
- Licensed peace officers must be hired for all event hours.

DRIVING DIRECTIONS

Take Lambie, Holly or Cesar Chavez Streets east to Waller Street. Turn south on Waller Street. Travel to Nash Hernandez Sr. Road. Turn east on Nash Hernandez to Jesse Segovia Street, and turn right. Fiesta Gardens will be on your right, just past the fenced West End facility. [Google Map Navigation](#)

INTERACTIVE RESOURCES

[Reservation Information, and Policies and Procedures](#)

Scroll down to the “facility reservation” section to find:

- Site Plans
- Driving Direction Maps

[Flickr photo gallery](#)



EMERGENCIES – In case of **emergency**, dial **911**.

For non-emergency park-related issues:

- **During normal work hours**, call park service at 974-9500. (Monday - Friday, 7 am – 4 pm.)
- **After hours**, call 311, and ask for “After Hours Park Emergency”.



OFFICE OF SPECIAL EVENTS
200 South Lamar, Austin, Texas 78704
(512)974-6797 (512) 974-6756 Fax
reservations@austintexas.gov
<http://www.austintexas.gov/parkevents>

CLEAN UP CHECKLIST

- The renter is responsible for all set up and clean up duties on site, and for returning the property to the way it was found **BEFORE THE END OF THE RESERVATION PERIOD.**
- Allow plenty of time to thoroughly clean up after your event.
- Common sense cleaning practices are the best way to a full refund of your damage deposit!

General Facility Area Checklist

- Pick up litter from property (don't forget parking areas and bathrooms), bag, and place it in appropriate areas/trash containers. If cans have lids, close them.
- Remove all decorations and personal items brought on site (this includes TAPE, STRINGS, RIBBONS!) Do NOT leave displays or large props/items on the site.
- Floors –
 - Sweep loose litter, sand and debris
 - Clean up large spills/food particles on ground
 - WOOD FLOORS, DO NOT MOP THEM - sweep and/or DRY mop floors to remove sand and debris
- Return chairs and tables to their original location in an orderly fashion.
- Break down any boxes/recycling, and take home to your household recycling service.

Kitchen/ Service Areas Checklist

Checklist -

- Completely empty the refrigerator.
- Using a clean cloth, wipe down all interior refrigerator surfaces.
- Wipe down and clean all counters and surfaces.

By City Ordinance, no smoking is allowed in City Buildings OR city park areas.

By City Code, glass is prohibited in all parks.



EMERGENCIES – In case of **emergency**, dial **911**.

For non-emergency park-related issues:

- **During normal work hours**, call park service at 974-9500. (Monday - Friday, 7 am – 4 pm.)
- **After hours**, call 311, and ask for “After Hours Park Emergency”.

PROHIBITED ITEMS

Immediate loss of the full damage deposit.



- NO NAILS! NO TACKS! NO STAPLES!
- Smoking is prohibited in all parks and facilities. Class C Misdemeanor.
- Glass or styrofoam containers.