



OFFICE OF SPECIAL EVENTS
200 South Lamar, Austin, Texas 78704
(512) 974-6797, reservations@austintexas.gov
<http://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](#)

Fiesta Gardens features a large open-plan room of approximately 4,000 square feet, with a generous 9,500 square foot outdoor patio overlooking the 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, 4,000 square feet), Patio (9,500 square feet), and 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 cleanup of site).

Note – Outdoor Music permits are restricted. Sunday through Thursday must end at 8 pm, or Friday and Saturday must end at 10 pm. Loss of \$300 damage deposit for violations/noise complaints.



PACKAGES AVAILABLE

(The time you reserve includes the total time allowed on site for: set up, take down, and clean up.)

Austin resident, or Austin Energy utility customers	Use Fee +	Maintenance Fee +	Damage Deposit	Package Total
4-hour access	\$300	\$250	\$300	\$850
8-hour access	\$600	\$250	\$300	\$1,150
All Day Access	\$800	\$250	\$300	\$,1350
Non-resident fees, or for commercial activities/ events				
4-hour access	\$400	\$250	\$300	\$950
8-hour access	\$800	\$250	\$300	\$1,350
All Day Access	\$1200	\$250	\$300	\$1,750
Additional Fees:				
Additional hours may be purchased on 4 or 8 hour rental packages at \$75/hour up to a 2 hour maximum. Additional hours may NOT be purchased to extend rental time beyond approved site hours and curfew.				\$75/hour
Any rental with an approved crawfish boil or cookout must remit an additional damage deposit.				\$100

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

GUEST RESOURCES

See us!	Photo gallery of all event facilities See Fiesta Gardens Photos Only
Book us!	Online calendar availability! See dates labeled "OPEN" .
Email us!	reservations@austintexas.gov
Find us!	Driving Directions Downloadable Map
Site maps!	Facility Site Plan
Read up!	Sound, moonwalk, and other permit information

ONLINE CALENDAR AND BOOKING

- Go to: www.austintexas.gov/parksonline
- Select "browse facilities"
- In the location box type find the park name, select it and hit search.
- Select submit request. On the next screen look for available green dates/your date of interest.
- Add the item to the cart, answer any questions and submit for review.
- Make sure to process/submit your request at the end!

RESERVATION PERIODS

THIS MONTH IS:	LOTTERY FORMS ARE ACCEPTED FOR:	or	SUBMIT REQUEST ONLINE Book open dates UP TO 180 days in advance.
January	November Events <i>of the same year</i>		July <i>this year</i>
February	December Events <i>of the same year</i>		August <i>this year</i>
March	January Events <i>next year</i>		September <i>this year</i>
April	February Events <i>next year</i>		October <i>this year</i>
May	March Events <i>next year</i>		November <i>this year</i>
June	April Events <i>next year</i>		December <i>this year</i>
July	May Events <i>next year</i>		January <i>next year</i>
August	June Events <i>next year</i>		February <i>next year</i>
September	July Events <i>next year</i>		March <i>next year</i>
October	August Events <i>next year</i>		April <i>next year</i>
November	September Events <i>next year</i>		May <i>next year</i>
December	October Events <i>next year</i>		June <i>next year</i>

Lottery Form Process:

- *Most commonly used to secure a location early for events such as weddings or anniversaries.*

Forms are due between the 1st and 20th of the submittal month. [LOTTERY FORM](#)

FACILITY OVERVIEW AND AMENITIES

CATERING AND BEVERAGE PROVIDERS:

For private events, users may supply their own food/beverage from home, or select a caterer or provider of their own interest. Learn more about food safety at: <https://www.foodsafety.gov/>. For public events, users must select caterers/providers that are able to procure health and/or TABC permits.

BUILDING: The building features a kitchen area with an upright refrigerator, hot/cold water with dual basin stainless steel sink, and a bar area (no stove). The building has 110V plugs about every 12 feet. Bands set up in the 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	(14)	8' L x 14" W classroom style table
(3)	6' round tables	(5)	3' round cocktail height tables
(1)	6' half round crescent table	(150)	metal folding chairs

All table, chairs 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 110V outlets suitable for amplified sound equipment. Steps are on the east side of bandstand and a ramp is on the west side.

GATES: The property features 2 gates, 1 north and 1 east. The north gate may be used by caterers and band for dolly/hand cart access for set-up and service use and as a general entry for guests.

Driving or parking on the patio is strictly prohibited.

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

ELECTRICITY AVAILABLE: Building - 110 volt outlets approximately every 12'. Patio bandstand - 14 110 volt outlets.

- Most major or cooking/heating appliances should **NOT** be used with extension cords. Use only the attached/provided cord that came with the device.

- Power strips do **NOT** “add” capacity to plugs. They only tax outlets when more items are plugged into the primary outlet.
- Appropriate gauge (thickness) cords required for ANY device/appliance/item if the manufacturer guidelines used on site.
- Do **NOT** stack string or holiday style lights. This is only accomplished with LED based lights.

WATER AVAILABLE: Hot and cold water is available in the kitchen.

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 on the north side of the street, 1 to the west and 1 to the 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. **Parking Fee:** There IS NOT a fee for parking.

ACCESSIBILITY: There are 2 ADA parking spaces west of the entry gate area with a sidewalk to the entry gate patio and into the building. There is also curb cut accessibility into the facility kitchen door from Jessie Segovia Street. Building doors have push bars, but do not have automated openers.

Users are encouraged to review the facility photo gallery to review images that may be helpful in determining accessibility of the historic facility or schedule a site visit to review the site.

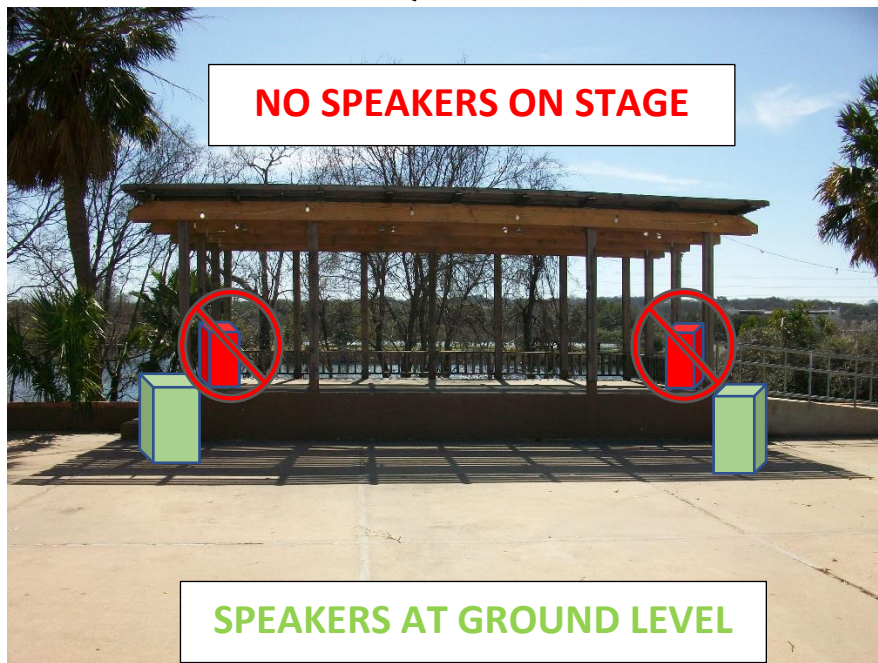
MANDATORY OUTDOOR SPEAKER PLACEMENT LOCATIONS

Samples shown on next page.

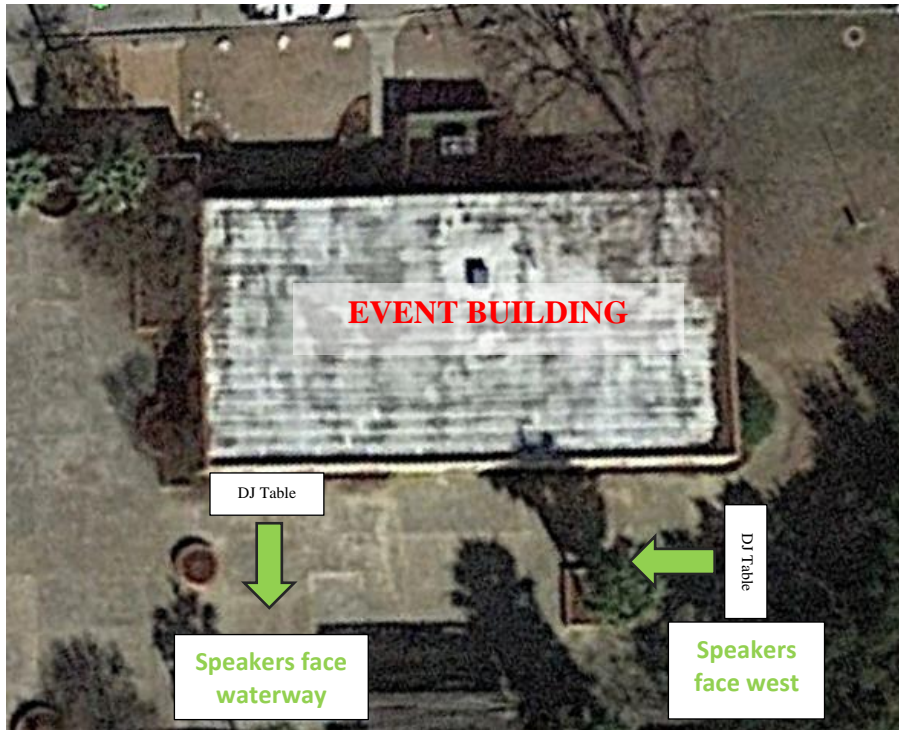
- Fiesta Gardens is located immediately across the street from residences.
- Sound should ONLY be heard to the event building curbline, and not across the street.
- OUTDOOR events must have all sound off by 10 pm.
- Sound equipment MUST be set up as noted below.

Violations/noise complaints – loss of \$300 damage deposit.

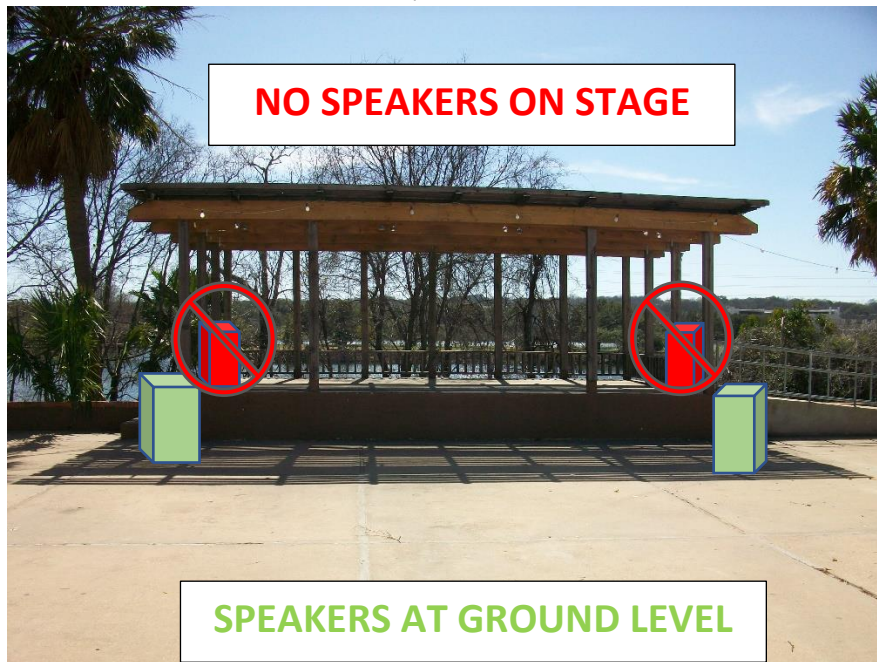
STAGE SPEAKER PLACEMENT REQUIREMENTS



DESIGNATED DJ/BAND SPEAKER PLACEMENT OPTIONS



STAGE SPEAKER PLACEMENT REQUIREMENTS



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. (Only 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.
Crawfish Boil	<ul style="list-style-type: none"> PARD approval is required for all crawfish boils on park property. \$100 additional damage deposit required Crawfish Boil Requirements(PDF)
Decorations – Hanging Items	<ul style="list-style-type: none"> Nails, tacks, and staples/staple guns may not be used on any surface. NO DUCT OR ELECTRICAL TAPE! ONLY 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. No driving onto the event patio.
Fire and Fireplaces	<ul style="list-style-type: none"> Not allowed on site.
Fireworks, Sparklers	<ul style="list-style-type: none"> Prohibited by park rules. Fireworks are generally NOT allowed in the park system.
Food Service	<ul style="list-style-type: none"> Food should be SERVED AND EATEN in the dining room or outside. 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). Water games, water slides are NOT allowed.
Glass Containers/ Bottles	<ul style="list-style-type: none"> Glass and Styrofoam are prohibited.

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 manufacturers' 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 are NOT allowed. • 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. • All tents – Water barrels ONLY. Tents may ONLY set up during the rental period and must be installed and removed within the rental period. • PARD ONLY APPROVAL – Canopy ONLY tents up to 400 square feet (20'x20') (no walls allowed). • PERMIT REQUIRED! - Tents greater than 400 square feet, sides/no sides. <ul style="list-style-type: none"> ○ Austin Fire Department (AFD) - 512-974-0180 AFDSpecialEvents@austintexas.gov
Wish Lanterns	<ul style="list-style-type: none"> • Wish Lanterns are NOT allowed as they pose severe fire risk.

PERMITS

Amplified Sound *(allowed with a permit)*

- Based upon the rental period booked, the sound permit will be restricted to end no less than 1 hour prior to the end of the rental period. *For example, for 10am – 5pm period booked, the sound permit will be restricted to a 4pm end time.*
- Restrictions: Outdoor permits are restricted **Sunday through Thursday until 8pm, and Friday or Saturday until 10pm. There are equipment set up restrictions.**
 - Indoor sound permits may be approved up until 11pm.
- Due to the proximity to the neighborhood, renters are required to actively monitor their amplified sound. If INSIDE the building, bands should set up in the SOUTHEAST corner.
- **Loss of \$300 damage deposit for violations/noise complaints.**
- **Permit Fee:** \$20/permit
- Issued permits are restricted to 85 decibels or lower. We require courtesy and respect for adjacent neighborhoods at all times in addition to complying with the LEGAL decibel level limit.

Alcoholic Beverage Service OR Sales: The Parks Department may grant permission during the reservation process to allow alcohol at events. 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**. Glass containers are NOT allowed to be transported about the property by guests.

PUBLIC EVENT CHECKLIST:

- [Certificate of Insurance](#)
- [Containment Plan](#) *(see checklist page 2)*
- [Health Permit Copy](#) *(typical for poured, mixed, or handled beverages)*
- Licensed Peace Officer Plan

ADDITIONAL ITEMS FOR SALES:

- [TABC permit application](#) *(stamping/verification)*
- [State of Texas Sales/Tax ID](#)
- \$30 PARD alcohol permit fee
- TABC Permit Issued *(copy provided to PARD)*

City Timing Requirements:

Minimum of 4-6 months prior to event day.

[Citywide Event Application](#)

PRIVATE EVENT CHECKLIST:

- Manage event guests
- Enforce no glass requirement
- Enforce no Styrofoam
- Contain event at reserved area
- Reminders:*
 - *NO charge for alcohol*
 - *NO tips for alcohol*
 - *BYOB ONLY*

City Timing Requirements:

Minimum of 4-6 weeks prior to event day.

Alcohol Sales Permit

- Any event requesting permission sell alcohol, or that require a [TABC permit](#). In general, alcohol is considered a “sale” if funds are required for purchase, alcohol comes with a ticket required for admission, or where the price of “attending” includes alcohol.
- Review the [Alcohol Permitting Process Overview - Checklist and Steps](#).

HEALTH PERMITS (FOOD PERMIT):

- Private rentals (*examples: family birthday parties/weddings*) may bring their own food from home, or have catered delivery of food and beverage as long as NONE of the items are served/sold to the public.
- Any public event must have a Health Permit, [Insurance](#), and must be approved by the Parks Department and is subject to approval and permitting by the [Austin Travis County Health and Human Services Department](#). *Having a health permit does NOT authorize vending in the park system. Park concession permits are needed.*

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 NO 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, birthday party, or private reception, which are NOT open to the public.

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](#)

EMERGENCY CONTACTS

	<p>EMERGENCIES – In case of emergency, dial 911.</p> <p>For non-emergency park-related issues:</p> <ol style="list-style-type: none">Park Operations: Mon.-Fri., 7 a – 4 p 974-9500Park Main Office: Mon-Fri, 8:30a – 4:30p 974-6700 <p>After hours, holidays & weekends:</p> <ol style="list-style-type: none">Call 311 and ask for “After Hours Park Emergency”.
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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

- 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

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

PROHIBITED ITEMS

Immediate loss of the full damage deposit.



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