



City of Denton Parks and Recreation Department

601 E. Hickory St., Suite B, Denton, TX 76201 • (940) 349-7275

August 16, 2022

Brooke Moore – Executive Director
Denton Parks Foundation

Dear Ms. Moore:

We received your co-sponsorship request for \$11,692.50 of in-kind services and resources from the City of Denton for the Dog Days of Denton, which will be held on Saturday, September 10, 2022, at Quakertown Park. Prior to your request being submitted to Council for approval, we ask that you agree to the below conditions. If approved by Council, receipt of said in-kind services and resources are conditioned upon your compliance with the conditions set forth below.

The City of Denton is proud to be a co-sponsor in of support to the event as outlined below. As part of the approval process, City Council may request to see a report of revenues and expenses for the 2022 Dog Days of Denton included in future requests.

The following is a summary of in-kind support and the co-sponsorship role assumed by the City of Denton and the Denton Parks Foundation.

City of Denton Police, Animal Services, and Parks and Recreation Departments:

Fees Waived | Values Based on Schedule of Fees and/or Estimated Actuals

\$ 2,000.00	Value based on rental fees for Quakertown Park.
\$ 2,538.00	Value based on rental fees for Civic Center Pool.
\$ 150.00	Value based on cost of supplies and equipment needed to provide services
\$ 443.50	Value based on the estimated cost of solid waste.

Personnel Expenses | 2021 Estimates

\$ 4433.45	Value based on 2021 estimated expenses for police personnel hours.
\$ 684.00	Value based on 2021 estimated expenses for parks personnel hours.
\$ 1050.00	Value based on 2021 estimated expenses for fire personnel hours.
\$ 393.75	Value based on 2021 estimated expenses for animal services officer.

In consideration of the above support, the Denton Parks Foundation (hereby after also referred to as “Event organizers”) agrees to the following conditions:

1. Event organizers will provide all planning, management, and organization for the event.

OUR CORE VALUES

Integrity • Fiscal Responsibility • Transparency • Outstanding Customer Service

2. Event organizers will submit a completed Special Event Permit Application with a layout of the vendor locations, public safety plan, site map, litter, recycling agreement, and schedule of events to the City's Special Events Supervisor prior to the event.
3. Event organizers are responsible for securing all permits, licenses, insurance, and approvals necessary to host the event as stated in permit applications. The Special Events Supervisor will provide information to help facilitate these processes if needed.
4. Event organizers assume all liability whatsoever in connection with the Dog Days of Denton, including but not limited to any damages to City property, whatever the cause, while hosting this event, and agrees to reimburse the City for reparations within thirty (30) calendar days of receipt of a notice/invoice.
5. Event organizers will charge and collect all park vendor fees consistent with the City of Denton Parks and Recreation Schedule of Fees Ordinance and remit these fees within five working days after the event.
6. Event organizers and vendors are responsible for their own set-up and take-down, including tents, lighting, etc., before and after the event. The City will not provide labor for vendors.
7. The City of Denton will be recognized as a co-sponsor at the appropriate level in promotional and advertising materials. Use of the City logo must be submitted to the Special Events Supervisor for approval from the Parks and Recreation Department.

The City of Denton is excited about the Dog Days of Denton and its continued success.

Sincerely,

Arianna Bencid, Special Events Supervisor

I hereby state that I am a duly authorized representative with the power to agree to the foregoing conditions required for a City of Denton co-sponsorship and hereby do agree to the conditions.

Brooke Moore

Brooke Moore – Executive Director
Denton Parks Foundation

7/25/2022

Date

THIS AGREEMENT HAS BEEN
BOTH REVIEWED AND APPROVED
as to financial and operational obligations and

DocuSigned by:

business terms.

Gary Packan

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SIGNATURE

Gary Packan

PRINTED NAME
Director of Parks and Recreation

TITLE
Parks & Recreation

DEPARTMENT
7/23/2022

DATE