



County of Galveston
Department of Parks & Cultural Services
4102 Main Street (FM 519) · La Marque, Texas 77568
Phone: (409) 934-8100 · Fax: (409) 621-7986

Up the Street Club
FY26 Fee Reduction Request
Saturday, January 17, 2026 for use of the Indoor Banquet Hall at Walter Hall Park
For their Up the Street Club Fall Fundraising Event

5.1.2 Criteria for Requesting Reduction of a Permit Fee. The criteria for requesting such a reduction are:

- i) Submit a written request to the Parks and Senior Services Department at least 90 days before the event;
- ii) Describe the level of significant contributions the organization or agency has provided to a Galveston County Park, Galveston County senior services and/or beach facilities, or the Galveston County community in the past year;
- iii) Submit financial plans on the upcoming event, including all projected revenues and expenditures for the event;
- iv) Submit background information regarding the organization or agency; and
- v) Provide proof of current tax-exempt status or non-profit status, including IRS Form 990. *

Once all criteria are met, the Parks Department and Senior Services Department will submit the item to the Commissioners' Court agenda. Commissioners' Court will either approve reduction of the permitting fee or deny the request. A member of the organization requesting the reduction of a permit fee may be present at the Commissioners' Court meeting.

5.1.3 Options and requirements for Fee Reduction:

- i) Fees may be reduced by up to 80%, but not to exceed a \$1,000.00 reduction in fees.
- ii) Admission to events receiving reduced fees must be open to the public free of charge. While event sponsors may charge for goods or services at the event, no admission or gate fee shall be charged.
- iii) Galveston County must be identified as a sponsor of any event in which a fee is reduced. The County must be recognized on any and all print media, banners, websites and in a place of prominence at event locations during the event. Galveston County reserves the right to place a banner or signage at/in event grounds.
- iv) Galveston County reserves the right to view sales and special event documentation at its request at any time.

Non-refundable user fees Amount:

Hourly rate \$85.00/hour = 10 hours x \$85.00 = \$850.00

Set-up/break-down service = \$250.00

Podium = \$10.00

Total fee for rental = \$1,110.00

Fee Reduction Amount (80%) = -\$888.00

Grand Total of User Fee Payment should reduction be approved: \$222.00

*Please see attached request.

** \$400.00 refundable security deposit not included in fee reduction.



October 19, 2025

To Whom It May Concern,

The "Up the Street Club" opened its doors in 1997 to provide a meeting space for various 12 steps Group of Recovery from Many addictions including Drugs and Alcohol. We operate as a 501c3 and operate off Donations only. By providing a meeting place, we host over 51 meetings a week. Because we are donation based, we must have semi-annual fundraisers to cover our operating costs that donations don't cover. Without this, our club would not continue to help so many and would not have lasted this long. We hope to continue to provide this space for many years to come.

We reserved the Walter Hall Park Pavilion for our next Fundraiser on January 17, 2026. Your wonderful facility proved to be a perfect event venue for us at our last fundraiser and with your blessing, we would like to continue to use it for all our future semiannual fundraisers.

We would appreciate your consideration for this request, and we thank you for your support.

Thank you for your time.

Sincerely,

Art Oswald
President
Up the Street Club



Galveston County - Parks & Cultural Services
4102 Main Street
La Marque, TX 77568
Phone: 409-934-8102 Fax: 409-621-7986
Scheduling Invoice

Creation Date: Thu May 15, 2025

PAYEE: Art Oswald
 Up The Street INC.
 17000 El Camino Real Suite 205
 Houston, Texas, United States
 77058

Invoice #: 11223

Total Amount Due: \$1,510.00

Amount Paid: \$400.00

Balance Due: **\$1,110.00**

Client #: 7202
Event: Up the Street Club Fall Fundraiser

Email: 62a16r05t@gmail.com
Special Event: Yes

Phone 1: (713) 249-7702
Status: Firm

Please make checks payable to Galveston County Parks Department.

Facility Times

Facility Name	Description	Date	Time	Price
Walter Hall Park - Facilities - Indoor Banquet Hall (downstairs)	Individual/Tax Exempt - \$85.00 Per Hour			
		Sat Jan 17, 2026	07:00AM - 05:00PM	\$850.00
Facility Subtotal:				\$850.00
Total:				\$850.00

Services

Service Name	Description	Qty	Date	Time	Price
Deposits - All - Indoor Facility - Large	Deposit - \$400.00 Daily Rate (All Units)				
Walter Hall Park - Facilities - Indoor Banquet Hall (downstairs)		1	Sat Jan 17, 2026	07:00AM - 05:00PM	\$400.00
Service Subtotal:					\$400.00
Fees - All - Podium	User Fee - \$10.00 Flat Rate (Per Unit)				
Walter Hall Park - Facilities - Indoor Banquet Hall (downstairs)		1	Sat Jan 17, 2026	07:00AM - 05:00PM	\$10.00
Service Subtotal:					\$10.00
Fees - All - Set-Up and Break Down	Large Facility - \$250.00 Flat Rate (Per Unit)				
Walter Hall Park - Facilities - Indoor Banquet Hall (downstairs)		1	Sat Jan 17, 2026	07:00AM - 05:00PM	\$250.00
Service Subtotal:					\$250.00
Security - All - Attendance 100+	Paid In Cash - \$0.00 Per Hour (Per Unit)				
Walter Hall Park - Facilities - Indoor Banquet Hall (downstairs)		1	Sat Jan 17, 2026	07:00AM - 05:00PM	\$0.00
Service Subtotal:					\$0.00
Total:					\$660.00

Transactions

# 128169	Date: Oct 27, 2025 - 09:12AM	Type: Payment (# 10176)	Method: Cheque	Amount: -\$400.00
Cheque # 1892				
Reason: Art Oswald # 11223				
Comments				Subtotal: \$1,510.00
Thank you for booking with Galveston County Parks & Cultural Services. We are open M-F from 8am-4:30pm and closed on County holidays. If you have any issues after-hours or on the weekends, please call 409-996-9883. Please note that payment for invoices for indoor/outdoor facility rentals and special events are due 30 days prior to your event. Credit/ debit card transactions incur either a 2.2% or \$3.95 convenience fee (whichever is greater). Cancellations on unpaid balances will begin 25 days before the event date.				Total: \$1,510.00
				Amount Paid: \$400.00
				Balance Due: \$1,110.00



Galveston County Parks & Cultural Services
4102 Main Street (FM 519), La Marque, TX 77568
Office Hours: Monday-Friday; 8am-5pm
www.galvestoncountytexas.gov
PUBLIC EVENT/SPECIAL EVENT PERMIT APPLICATION

FIRST TIME EVENTS: It is recommended to schedule a meeting with the Rental Supervisor to discuss the application in detail for first time applicants. Please call (409) 934-8102 to make arrangements.

Set-Up Date: Need to discuss with you at Start time: 9:00am End Time: 4:00pm
Event Date(s): Jan 17, 2020 Start time: 9:00am End Time: 4:00pm
*Event Date(s): Jan 17, 2020 Start time: 4:00pm End Time: 5:00pm
(Two-day event) / add additional line for 3+ day event
Break-down Date: Jan 17, 2020 Start time: 4:00pm End Time: 5:00pm
Reservations can be made 24 months in advance for any public event, special event or company picnic.
Park Requested: Walter Hall Park
*Facility/Facilities Requested: Banquet Facility
*including but not limited to: pavilions, gazebos, sports fields, cabanas, bunkers, restrooms, etc.
Type of event: ☐ Fair/Festival ☐ Parade ☐ Event exceeds facility capacity
☐ Circus/Carnival ☐ Company Picnic ☐ Amusement request
☐ Wedding ☐ Race/Fun Run
☐ Concert ☐ Demonstration/Rally
☒ Other: Fundraiser for club that accommodates 12 step recovery meetings for various addictions
*Estimated # attending event: _____ (include vendors, staff, volunteers and participants)
Descriptive summary of the event (attach additional sheets if necessary):
Speakers, Fellowship, silent auction, cake, auction, raffle
Event Name: Up the Street Club Fall Fundraiser
Name of Applicant: Art Oswald, President (Photo ID req. / age 21+)
Company Name (if applicable): _____
Individual/Tax-Exempt For-Profit or Commercial: EIN 76 0550246
(attach proof of current tax exempt/non-profit status, including IRS form 990)
Mailing address: 17000 El Camino Real #205
City: Houston State: TX Zip: 77058
Email address: 62a11er05t@gmail.com
Cell Phone (713) 249-7702 Other Phone () _____
Event Day Contact Name: Art Oswald Phone (713) 249 7702
Certain indoor facilities have additional amenities for rent. Please see page 7 and use the checklist below if you would like to rent:
☐ PA System (Add \$50.00) ☒ *Set-Up & Break Down of Tables/Chairs
(Add \$250 for large facilities or \$125 for small facilities)
*Lay-out required
☒ Podium (Add \$10.00)



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Is the event being sponsored, co-sponsored or supported by another organization or group? If yes, attach a list of supporting organization(s) and describe their role. ☐ YES ☒ NO

Will gate, admission or registration fees be charged? ☐ YES ☒ NO
If yes, attach a list of proposed fees and their purpose and also see section 5.1.4 of Facility Permitting Policy.

How will the event be promoted?

☒ TV Ads ☐ Newspaper Ads ☐ Radio
☒ Flyers/posters ☐ Billboards ☐ Internet
☒ Facebook Other: _____

Event website: _____

REQUIRED ATTACHMENTS - Use the blank space as a check list before submitting your application to the Rental Supervisor.

Event Location Layout - Please list the proposed event location and attach a map of the proposed logistical layout for your event.

Event Parking - What parking arrangements have been made for your event? If you are using alternate parking lots, an approval letter from the property owner must accompany this application.

Event Set-Up Parking Area: _____

Event Participant Parking Area (vendors, staff, volunteers, media): _____

Event Attendees: _____

Grass Parking - If you are requesting to utilize a grass parking area, what will you do in the event of inclement weather?

☒ **Event Size:** 150 # of Participants _____ # of Staff/Volunteers

_____ # of Spectators

150 **Total Number of Attendees**

☒ **Event History:** Is this a first time event? ☐ YES ☒ NO

Is this an Annual Event?

☒ YES

☐ NO

Bi-Annual

How many years in existence? 28 YEARS

Previous Name(s) of Event:

Summer Fundraiser, Spring Fling

If your previous year's application is on file, are there any changes from the previous year? List: no



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REQUIRED ATTACHMENTS - Continued

☒ **Activities and Entertainment** - Please attach a list of scheduled activities and entertainment with times (i.e. bands, contests, arts & crafts show, cook-off, performers, etc.).

Speakers, cake auction, silent auction, raffle

☐ **Structures** - Please check all structural elements that apply.

☐ Tent(s) ☐ Booth(s) ☒ Table(s) ☒ Chair(s) ☐ Stage(s)

☐ Fencing ☐ Light Tower(s) ☐ Generator(s) ☐ RV(s)

☐ Other(s), please list: _____

☐ **Utilities**

Will you need electricity? ☒ YES ☐ NO (see page 9, item #13)

Electricity for: _____

Will you need access to water? ☐ YES ☒ NO

Water for: _____

***Portable Toilets:** Indicate the number of portable toilets you will have at your event. The closure of free-standing park restrooms may be required depending on the # of participants expected. Minimum of (1) per one hundred (100) participants is required.

☐ # of Regular ☐ # of ADA

When will they be delivered? _____

*For multi-day events, servicing of port-a-lets is required!

☐ ***Event Clean-Up/Trash:**

Who is responsible for the event clean-up? Art Oswald

Contact Phone Number: 713 249 7702

Will your event have a dumpster? ☐ YES ☒ NO

What size? _____ When will it be delivered? _____

Recycling: Do you have a plan for recycling for the event? If so, please describe: _____

*Galveston County Parks & Cultural Services may be able to donate a limited number of trash can liners and extra toilet paper to the event, depending on available supplies.



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REQUIRED ATTACHMENTS - Continued

Food/Beverages: Please indicate all food/beverage elements that apply:

☐ Sale of food/beverages

☒ Distribution of food/beverages

A Health Permit is required for each vendor selling or distributing food/beverages.

☐ Sale of Alcoholic beverages

☐ Distribution of Alcoholic beverages

You must obtain a TABC Permit for the sale/distribution of alcoholic beverages and will need permission from the Galveston County Parks & Senior Services Division to obtain your permit, if required.

Please state your plan(s) to keep others from bringing alcoholic beverages into your event and to keep patrons from taking alcoholic beverages out of the event.

we are a group of recovering alcoholics who live
a sober life. There will be no alcohol.

First Aid Plan: Will you have a first aid station on-site? ☒ YES ☐ NO

What are your plans for a minor/major emergency?

First Aid Kit, 911 for
emergencies

Does your event layout provide for emergency vehicle access? ☐ YES ☐ NO

☒ **Insurance Requirements:** Public liability and property damage insurance is required for all athletic user groups, amusement vendors (i.e. moonwalks), special event organizers Producing events that are open to the public, and for-profit commercial vendors, otherwise known as "vendor" in the amounts set forth below. Insurance must be issued by a casualty company authorized to do business in the State of Texas, and in standard form approved by the Board of Insurance Commissioners of the State of Texas, with coverage provisions insuring the public from any loss or damage that may arise to any person or property by reason of the acts or omissions of the vendor.

Vendor shall at its own expense be required to carry the following minimum insurance coverage:

- For damages arising out of bodily injury to or death of one person in any one occurrence - one hundred thousand and no/100 dollars (\$100,000.00);
- For damages arising out of bodily injury to or death of two or more persons in any one occurrence - three hundred thousand and no/100 dollars (\$300,000.00);
- For injury to or destruction of property in any one occurrence - one hundred thousand and no/100 dollars (\$100,000.00);
- Alcohol - If alcoholic beverages are sold, served, or allowed to be consumed during the event, the insurance certificate must state specifically that it also covers any losses resulting from the consumption of alcohol at the event.



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24. Cleaning and Trash For Outdoor Facility Rentals, the Permittee must pick up trash and litter during and after all Events. Events where in excess of 100 persons are in attendance will be required to remove bags of trash from the Site the same day of the event. In the event that trash is not removed, the permittee may be responsible for other costs incurred by the Department for the removal of trash and litter from the Site.

25. The Applicant must provide for the Event, at no additional charge to the public, an adequate number of portable toilets (one per 100 attendees), including a proper ratio of such toilets that meet the Americans with Disabilities Act specifications (ADA).

26. The Permittee may use for the Event any electrical outlets that currently exist at the Site at a cost of \$10.00 per outlet. It is the Permittee's responsibility to contact the Department at least 72 hours before the Event to ensure that the electrical power is turned on. If the Event takes place at a Site where no electrical outlets are currently in place or if the Permittee has additional electrical requirements, it will be the Permittee's responsibility to safely provide for the Event's additional needs.

27. Any misrepresentation of the signed special event application or failure to meet the requirements set forth herein will result in retention of the deposit fee.

Applicant's Name

Applicant's Signature

Date

Art Oswald
April 9, 2025