



# City of Pflugerville

## Minutes - Final

### Deutschen Pfest Committee

---

Wednesday, August 18, 2021

6:30 PM

400 Immanuel Road

---

#### Regular Meeting

#### 1. Call to Order.

With a quorum of the Committee present, the regular session of the Deutschen Pfest meeting order by Raul Capetillo at 6:35 p.m. on Wednesday, August 18, 2021.

**Commission Members:**

**In attendance:**

Nicholas Goettsche

Raul Capetillo

Melissa Call

Linda Botello

Crystaleen Guerra

**Absent:**

Ashley Wilson

Robert Romig

City Staff attending: Shane Mize, Parks Director, Sheila Wiora, Assistant Parks Director, Junior Rodriguez, Parks Maintenance Superintendent, Stephanie Andrews, Parks Administrator. Kaitlyn Neal, Special Events Coordinator, Chet Vronka, Police Department, Nicole Little Business, Process Analyst, Cynthia Wall- guest

#### 2. Citizen's Communication

No citizens were present to speak.

The Committee welcomes comment on items related to Deutschen Pfest. Public comment that is made on an item that is not on the published agenda will only be heard by the Committee. No formal action, discussion, deliberation, or comment will be made. Each person providing public comment will be limited to three (3) minutes and will be asked to state his or her name and address for the public record.

#### 3. Approval of the Minutes.

##### 3A. [2021-0872](#)

Discuss and consider action to approve the minutes from the Deutschen Pfest Steering Committee July 21st 2021.

Upon a motion made by Ms. Call to approve the amended minutes and seconded by Ms. Botello, the Committee voted five (5) "ayes" and no (0) "nays". The motion carried.

**4. Discuss Only.****4A. [2021-0874](#)** Deutschen Pfest 2021 Status update.

Pfun run and Hanz Health Pfair updates. Eventbrite ticket sales are scheduled to open this week, along with the opening to start accepting parade applications. The sponsorship with Univision has been completed. Parking alternatives and suggestions were presented for Sunday's activities. Ms. Little provided updates from finance and cashless options. Eventbrite will be able to keep track of cash and card sales. Mr. Vronka provided updates on staffing and police placement throughout the event for the police department. Mr. Vronka has requested volunteers for Sunday's traffic plan. Volunteers can be through the ISD and other various community groups.

**4B. [2021-0875](#)** Deutschen Pfest 2021 Committee updates.

Fundraising: Ms. Neal provide updates for Mr. Romig. Several fundraising businesses have been secured, waiting to hear back on several big-name locations.

Pfun Run: Mr. Capetillo provided updates; the run is all located on Pflugerville Park Trails with only one street crossing. Waves of difficulty levels are sectioned to start the race. Pfun Run packet pickup will be held at the Recreation center the week prior to the event. If participating in the Pfun Run, Pfun Run shirts will be considered a ticket for entry for both days. There will be two water stations along the run for participants. Committee members wearing their shirts will also gain free entry.

Food booths and Vendors: Ashley Wilson was absent

Volunteers, Gate, Vendors and Transportation: No updates provided at this time.

Children's Area and Parade: Ms. Guerra provided updates for the children's area. Researching and gathering quotes from vendors for the children's area. Potential sponsors from schools and charter schools. Carnival and yard games will be provided.

Booths and Vendors (nonfood): Ms. Botello provided updates of promotions for booths and vendors. Several vendors were recommended from the committee members. Policies and protocols for how vendors will set up and break down throughout the event were discussed.

Entertainment: Ms. Call provided updates for entertainment. A possible Green Room will be provided for the bands. Band members and gate volunteers' benefits were discussed. Mr. Mize suggested the Committee attend Music in the Park so members could see the setup for bands during Deutschen Pfest.

**5. Discuss and Consider.****5A. [2021-0881](#)** Discuss and consider action on finalizations of Deutschen Pfest T-Shirt Designs and distribution of volunteer shirts.

Committee members discussed Hanz logo, red shirt, Henley design for committee shirts.

Ms. Guerra makes a motion to approve Hanz logo, red shirt, Henley design shirt for committee shirt designs. Mr. Goettsche seconded the motion. The Committee voted five (5) "ayes" and no (0) "nays" The motion carried. Consideration for the public shirt: Ms. Botello made a motion to approve the public event shirt with approved logo, blue shirt. Ms. Guerra seconded the motion. Conversation continued to change the motion to the approved logo, navy blue shirt. Ms. Botello amended her previous motion to specify navy blue with the approved logo. Ms. Guerra seconded the motion. The Committee voted five (5) "ayes" and no (0) "nays" The motion carried.

**5B.**     [2021-0882](#)

Discuss and consider action moving the Deutschen Pfest Committee to bi-monthly meetings.

Ms. Guerra made a motion to approve Bi-weekly meetings moving forward starting September 1st with the following dates as September 15th ,29th and October 6th on site of the event location, October 13th with food provided at the recreation center. Ms. Call the seconded motion. The Committee voted five (5) "ayes" and no (0) "nays" The motion carried.

**5C.**     [2021-0873](#)

Discuss and consider action to place items on the future Deutschen Pfest Committee meeting agendas.

Mr. Capetillo requested to discuss City Staff entrance fees. Parks and Recreation Commissions board booth, shirt and entrance fees. Mr. Goettsche requested sanitation and COVID-19 protocol.

**6.     Adjourn.**

Ms. Guerra made a motion to adjourn the Deutschen Pfest Committee meeting, Mr. Goettsche seconded the motion. The Committee voted five (5) "ayes" and no (0) "nays" The motion carried. Meeting adjourned 8:08 pm.

Minutes were approved as presented Sept 1 2021.