

1. Call to Order

With a quorum of the Deutschen Pfest Steering Committee present, the regular session of the Deutschen Pfest Committee was called to order at 6:45 pm.

Steering Committee Members:

Raul Capetillo
Nicholas Goettsche
Linda Botello
Cynthia Wall
Robert Romig

City Staff attending: Shane Mize, Parks Director, Sheila Wiora, Assistant Parks Director, James Hartshorn, Assistant City Manager, Junior Rodriguez, Parks Maintenance Superintendent, Kaitlyn Neal, Special Events Coordinator, Eddie Garcia, Community Services Coordinator, Maggie Holman, PIO, Nichole Little, Finance, and Chet Vronka, Lieutenant.

2. Citizen Communication

No citizens were present to speak.

3. Approval of the Minutes.

3A. Discuss and Consider action to approve the minutes from the Deutschen Pfest Steering Committee meeting from September 15, 2021.

Upon a motion made by Mr. Goettsche to approve the minutes and second by Ms. Botello. The Steering Committee voted five (5) "ayes" and zero (0) "nays." The motion carried.

4. Discuss only.

4A. Director's Updates including information about the Status Updates.

Mr. Mize presented the topic of a beer stein holding competition in lieu of an eating competition due to COVID-19 restrictions. Registration with Eventbrite has opened, 8 tickets and 11 shirts were purchased, 233 people have registered for the Pfun Run. The Pfun Run route was recorded into a 17-minute video and it was been added to the webpage. 27 regular vendors, 19 food vendors, and 5 sponsorship booths have been approved. Ms. Little stated that all is well in the Finance Department. Lieutenant Vronka stated that there were no updates from PD. Ms. Holman will continue to work on advertising through Facebook and other partners with Eventbrite.

4B. Deutschen Pfest 2021 Committee Updates.

Fundraising: Mr. Romig acquired a \$500 donation from HEB and \$500 in gift cards, for a total of \$1000.

Pfun Run/shirts: Mr. Capetillo is working on finding a cyclist to lead the race, and booking a Pflugerville high school to do the national anthem.

Food Booth: Ms. Neal will put in an application to APH at the end of the month. She will send the committee a list of all approved food vendors.

Non-food booths: Ms. Botello is hoping to get about 15 more booths and is working on vendors that sell real art, hats, shoes, belts, scarves, etc.

Transportation: Brookhollow will be used for parking on Friday and the Pfield will be used on Saturday. A bus will transport people from those locations to the pfestival.

Performance/Entertainment: There was no update as Ms. Call wasn't present.

Safety/Volunteers/Gate Collection Duties: Mr. Goettsche is working on getting more volunteers. Mr. Garcia will assist in obtaining more volunteers. Volunteers will work 4 hour shifts and will be able to enjoy the festival for free all weekend.

5. Discuss and Consider

5A. Discuss and Consider action of having protocols, policies, and procedures in place for COVID-19.

Mr. Mize mentioned that City Council does not want to check COVID-19 test results and/or vaccination statuses for people who want to attend the festival. The Steering Committee discussed mask recommendations for attendees, vendors, volunteers and city staff. Mr. Vronka stated that PD is not going to be able to enforce mask requirements and Mr. Hartshorn suggested that everything is in writing with the plan to mitigate COVID-19.

Mr. Romig made a motion to recommend that volunteers and City Staff wear masks while performing official duties during the festival. Attendees and vendors will be encouraged to wear masks, but not required. Vendors will have the opportunity to require masks. The city will provide hand sanitizer, and masks at the festival. The city will also send out an email 72 hours in advance to all Eventbrite ticket holders informing them that a full refund will be provided to those who have been in contact with COVID-19 and are unable to attend.

This motion was amended by Ms. Botello, "with leeway without masks for volunteers working more than 4-hour shifts."

Upon a motion made by Mr. Romig including the amendment and second by Mr. Goettsche. The Steering Committee voted five (5) "ayes" and zero "nays." Motion carried.

5B. Discuss and Consider recruiting boards and commissions for volunteering at Deutschen Pfest.

Mr. Capetillo mentioned that the Parks and Recreation Commission has their own booth and the commissioners will work the event in shifts and he would like to know if we want to provide opportunities for other boards and commissions to have a free booth at the event.

Upon motion made by Ms. Botello and second by Mr. Capetillo to allow the other boards and commissions to have a free booth at Deutschen Pfest. The Steering Committee voted five (5) and zero (0) "nays." The motion carried.

5C. Discuss and Consider City Employees' admission into the event.

Mr. Capetillo recommends that City staff is allowed to attend Deutschen Pfest for free as it is a city sponsored event and it is a great way to say "thank you" to employees.

Upon motion made by Mr. Romig and second by Mr. Goettsche to allow city employees have free admission into the event. The Steering Committee voted five (5) "ayes" and zero "nays." Motion carried.

5D. Discuss and Consider action to place items on the future Deutschen Pfest Committee meeting agendas.

The Steering Committee would like to add an item on the next agenda to Discuss and Consider event on-site expectations and needs of the Steering Committee to include becoming proficient with Eventbrite, where to park, communication, etc.

6. Adjourn

Upon a motion made by Mr. Capetillo and second by Ms. Botello to adjourn. The Steering Committee voted five (5) "ayes" and zero (0) "nays" to approve to adjourn. The meeting adjourns at 7:50pm.