



# City of Pflugerville

## Minutes - Final

### Deutschen Pfest Committee

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Wednesday, October 6, 2021

6:30 PM

400 Immanuel Road

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#### Regular Meeting

#### 1. Call to Order.

With a quorum of the Committee present, the regular session of the Deutschen Pfest meeting was called to order by Raul Capetillo at 6:34 p.m. on Wednesday, October 6, 2021.

##### Commission Members:

##### In attendance:

Robert Romig Raul Capetillo Melissa Call Linda Botello Cynthia Wall  
Nicholas Goettsche  
Crystaleen Guerra

##### Absent:

Ashley Wilson

City Staff attending: Shane Mize - Parks Director, Junior Rodriguez – Parks Operations Superintendent, Stephanie Andrews - Parks Administrator, Kaitlyn Neal - Special Events Coordinator. Maggie Holman, Public Information Officer. James Hartshorn, Assistant City Manager. Eddie Garcia, Community Service Coordinator

#### 2. Citizen's Communication.

There were no citizens 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. [2021-1021](#)

Discuss and consider action to approve the minutes from the Deutschen Pfest Steering Committee September 15, 2021.

Upon a motion made by Ms. Botello to approve the amended minutes and seconded by Ms. Call, the Committee voted seven (7) "ayes" and no (0) "nays". The motion carried.

**4. Discuss Only.****4A. [2021-1058](#)** Deutschen Pfest 2021 Status update.

Mr. Mize presented the agenda item updates. Schedule breakdown for the event Thursday – Sunday. Parking locations for vendors, volunteers, and attendees as well as shuttle scheduling and ADA parking locations. Ms. Neal presented Eventbrite app logistics.

**4B. [2021-1059](#)** Deutschen Pfest 2021 Committee updates.

**Fundraising:** No updates provided.

**Pfun Run:** Mr. Capetillo expressed concerns with the low bridge on the trail route. Mr. Capetillo would like to have signage, a divider along the trail with two volunteers posted to provide runners proper warning and direction of the trail route.

**Food booths and Vendors:** Ashley Wilson was absent. No updates provided.

**Volunteers, Gate, Vendors and Transportation:** Shuttle sites and ADA services for the event has been finalized. Volunteers will have an Eventbrite tutorial and front gate FAQ page in packet.

**Children's Area and Parade:** Due to children's area being canceled, Ms. Guerra will be working with Ms. Botello.

**Booths and Vendors (nonfood):** Ms. Botello provided updates that vendors have been assigned their spots.

**Entertainment:** Ms. Call provided updates for entertainment; wrist bands have been distributed.

**4C. [2021-1061](#)** A presentation on Eventbrite logistics.

**Presentation provided.**

**5. Discuss and Consider.****5A. [2021-1025](#)** Discuss and Consider event on-site expectations and needs of the Committee.

**Deutschen Pfest Committee members will be able to take breaks. Coffee will be provided.**

**5B. [2021-1060](#)** Discuss and consider action to place items on the future Deutschen Pfest Committee meeting agendas.

**No future agenda items provided.**

**6. Adjourn.**

Ms. Guerra made a motion to adjourn the Deutschen Pfest Committee meeting, Mr. Goettsche seconded the motion. The Committee voted seven (7) "ayes" and no (0) "nays". The motion carried. Meeting adjourned 7:41 pm.

Approved as presented October 13, 2021.