



**CITY OF NEW BRAUNFELS, TEXAS  
ARTS COMMISSION MEETING**



**550 LANDA STREET**

**TUESDAY, DECEMBER 7, 2021 at 5:00 PM**

**City Hall - Tejas Room**

**AGENDA**

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. APPROVAL OF MINUTES**

- A) Discuss and consider approval of the minutes of the May [21-1324](#) 14, 2020 meeting and the minutes of the April 6, 2021 meeting.

**4. CITIZENS' COMMUNICATIONS**

This is for citizens to address the Arts Commission on issues and items of concerns not on this agenda. There will be no Arts Commission action at this time.

**5. INDIVIDUAL ITEMS FOR CONSIDERATION**

- A) Discuss and consider the election of a chair. [21-1325](#)  
Gayle Wilkinson
- B) Discuss and consider the election of a vice chair. [21-1326](#)  
Gayle Wilkinson
- C) Discuss and consider action regarding allocations of [21-1327](#) 2022 hotel occupancy tax to Arts organization applicants.  
Gayle Wilkinson

**6. STAFF REPORT**

- A) Discuss the alignment of terms for Boards and [21-1340](#) Commissions to twice a year.  
Gayle Wilkinson

**7. ADJOURNMENT**

**CERTIFICATION**

I hereby certify the above Notice of Meeting was posted on the bulletin board at the New Braunfels City Hall.

---

Board Liaison

NOTE: Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the City Secretary's Office at 221-4010 at least two (2) work days prior to the meeting so that appropriate arrangements can be made.



## Arts Commission Agenda Item Report

550 Landa Street  
New Braunfels, TX

12/7/2021

Agenda Item No. A)

---

---

**PRESENTER:**

Gayle Wilkinson, Assistant City Secretary

**SUBJECT:**

Discuss and consider approval of the minutes of the May 14, 2020 meeting and the minutes of the April 6, 2021 meeting.

**MINUTES**  
**CITY OF NEW BRAUNFELS ARTS COMMISSION**  
**May 14, 2020**

The City of New Braunfels Arts Commission met on May 14, 2020, in regular session via Zoom.

Commissioners present were: Janet Allen, Dee Buck, Adam Fellers, Carol Snider, Brad Wehring, and MaryEllen Gaubatz. Pauline Stevens was absent.

Staff present were: City Secretary Patrick Aten and Administrative Secretary Yesenia McNett.

The meeting was called to order by Chair Dee Buck at 10:00 a.m.

Discuss and consider approval of the minutes of the April 15, 2019 meeting

Commissioner Wehring moved to approve the minutes. Commissioner Snider seconded the motion, which passed unanimously.

Discuss and consider the election of a Chair.

Commissioner Snider moved to nominate Dee Buck for Arts Commission Chair. Commissioner Fellers seconded the motion, which passed unanimously.

Discuss and consider the election of a Vice Chair.

Commissioner Buck moved to nominate Janet Allen for Arts Commission Vice-Chair. Commissioner Snider seconded the motion, which passed unanimously.

Discuss and consider the approval of each application

Commissioner Buck moved to approve all applications except River City Advocacy. Commissioner Allen seconded the motion, which passed 5 to 1.

Discuss and consider action regarding allocations of 2019 Hotel Occupancy Tax to arts organizations.

Commissioner Buck motioned to approve the following allocations to the arts organizations. Commissioner Wehring seconded the motion, which passed unanimously.

- Brauntex Performing Arts Theatre Association      \$ 98,466.67
- Christian Youth Theater San Antonio              \$ 31,058.33
- Circle Arts Theatre                                      \$ 44,483.34
- Mid-Texas Symphony Society, Inc.                 \$ 20,950.00
- New Braunfels Art League                             \$ 45,666.67
- New Braunfels Community Chorale                \$ 3,850.00
- New Braunfels Gemischter Chor Harmonie       \$ 3,508.33
- New Braunfels Theatre Company                 \$ 4,500.00
- Performing Arts Academy of New Braunfels     \$ 34,100.00

- Texas Concert Opera Collective \$ 3,583.33
  - Texas Hill Country Opera & Arts \$ 9,833.33
- Total \$300,000.00**

Discuss items for next agenda  
 Include how to improve application

ADJOURNMENT: Chair Dee Buck adjourned the meeting at 12:33 p.m.

Approved on \_\_\_\_\_ by:

\_\_\_\_\_  
 Dee Buck, Chair

**City of New Braunfels, Texas**  
**550 Landa Street**

**Tuesday, April 6, 2021**

**5:30 PM**

**Arts Commission**  
**Minutes**

Commissioners

Dee Buck - Chair – Present  
Janet Allen – Vice Chair – Present  
Adam Fellers – Commissioner – Present  
Brad Wehring – Commissioner – Present  
Carol Snider – Commissioner – Present  
Tiffany Quiring – Commissioner – Present  
MaryEllen Gaubatz – Commissioner - Present

## AGENDA

### 1. CALL TO ORDER

Commissioner Dee Buck called the meeting to order at 5:30 p.m.

### 2. APPROVAL OF MINUTES

A) Discuss and consider approval of the minutes of the May 4, 2020 Arts Commission annual meeting.

The approval of the minutes was pulled from consideration.

### 3. CITIZENS COMMUNICATIONS

*This time is for citizens to address the Arts Commission on issues and items of concerns not on this agenda. There will be no Arts Commission action at this time.*

No one spoke at this time.

### 4. INDIVIDUAL ITEMS FOR CONSIDERATION

A) Discuss and consider the election of a chair.

Commissioner Wehring moved to elect Commissioner Dee Buck as chair.

Commissioner Snider seconded the motion with a unanimous vote.

B) Discuss and consider the election of a vice chair.

Commissioner Wehring moved to elect Commissioner Janet Allen as vice chair. Commissioner Snider seconded the motion with a unanimous vote.

C) Discuss and consider moving the application process to the Fall.

Caitlin Krobot presented this item.

James Betterworth, Jason Irle, and Cheryl Fisher spoke on this item.

Commissioner Wehring moved to support moving the HOT funds process to the Fall. Commissioner Gaubatz seconded the motion with a unanimous vote.

- D) Discuss and consider amending the Bylaws of the City of New Braunfels Arts Commission.

Caitlin Krobot presented this item.

Commissioner Wehring moved to approve the item. Commissioner Gaubatz seconded the motion with a 6-1 vote with Commissioner Allen in opposition.

- E) Discuss and consider action regarding allocations of 2020 hotel occupancy tax to Arts organization applicants.

Caitlin Krobot presented this item.

Cheryl Fisher, Roberta Elliot, Marcy Helmke, and James Bettersworth spoke on this item.

Commissioner Adam Fellers moved to approve the allocation of funds for The Arts applicants provided by the Commissioners. Commissioner Brad Wehring seconded the motion with a unanimous vote.

5. **ADJOURNMENT**

Commissioner Dee Buck adjourned at 6:49 p.m.

---

Chair, Dee Buck



## Arts Commission Agenda Item Report

550 Landa Street  
New Braunfels, TX

12/7/2021

Agenda Item No. A)

---

---

**PRESENTER:**

Gayle Wilkinson

**SUBJECT:**

Discuss and consider the election of a chair.



## Arts Commission Agenda Item Report

550 Landa Street  
New Braunfels, TX

12/7/2021

Agenda Item No. B)

---

---

**PRESENTER:**

Gayle Wilkinson

**SUBJECT:**

Discuss and consider the election of a vice chair.

## Arts Commission Agenda Item Report

12/7/2021

Agenda Item No. C)

---

---

**PRESENTER:**

Gayle Wilkinson

**SUBJECT:**

Discuss and consider action regarding allocations of 2022 hotel occupancy tax to Arts organization applicants.

12/7/2021

Agenda Item No. A)

---

**PRESENTER:**

Gayle Wilkinson

**SUBJECT:**

Discuss the alignment of terms for Boards and Commissions to twice a year.

**DEPARTMENT:** City Secretary

**COUNCIL DISTRICTS IMPACTED:** None

**BACKGROUND INFORMATION:**

The City of New Braunfels currently has 31 boards and commissions. Each board and commission have term dates, term lengths, and requirements for eligibility unique to the creating ordinance, state law or by-laws of the body. On August 23, 2021 Council passed an ordinance (which is attached) to align all terms for city board and commission appointments to begin December 1 or June 1 with appointments to fill vacancies with unexpired terms to be made at any time. The Arts Commission has 3 seats that will expire January 31, 2022. They are as follows:

Janet Allen  
Carol Snider  
Mary Ellen Gaubatz

These three seats will remain in place through May 31, 2022. Our online portal for boards and commissions, OnBoard, will open up the application for the Arts Commission late February or early March.

ORDINANCE NO. 2021-63

AN ORDINANCE AMENDING THE CITY OF NEW BRAUNFELS CODE OF ORDINANCES, CHAPTER 2, ARTICLE 3 – BOARDS, COMMISSIONS, AND COMMITTEES, SPECIFICALLY SECTION 2-56 - APPOINTMENTS, TO ALIGN ALL TERMS FOR CITY BOARD AND COMMISSIONS TO BEGIN DECEMBER 1 OR JUNE 1.

---

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NEW BRAUNFELS, TEXAS:

**SECTION 1**

THAT section 2-56 of the City of New Braunfels City Code pertaining to boards, commissions and committees are hereby amended as follows with new language indicated by underlined font:

Sec. 2-56. - Appointments and removal of members.

(a.) Appointments – As determined by the City Secretary’s Office, appointments to all city boards, commissions and committees shall be in November of each year with terms to commence December 1, or May with terms to commence June 1 with appointments to fill vacancies with unexpired terms to be made at any time.

(b.) Removal of members - All appointments to city boards, commissions, and advisory groups, whether or not created by the City Charter, ordinance or resolution, and whether or not created for a specific term, shall be at the will of the city council. All members of such boards, commissions and advisory groups shall be considered to be serving at the will of the city council and may be removed at any time for any of the following reasons:

- (1) Absence by an appointee from three consecutive board meetings;
- (2) Conviction of a crime (excluding traffic offenses);
- (3) Conduct of an appointee unbecoming a city board member; or
- (4) Failure of an appointee to pay city property taxes when due.

Such removal procedure, as outlined in this section, shall be applicable only to those city boards, commissions and advisory groups that have no removal procedure outlined in the provisions pertaining to that particular board, commission or advisory group.

**SECTION 2**

THAT all ordinances, or parts thereof, that are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict only, with the balance of such ordinances being saved from repeal. The provisions of this ordinance shall be and remain controlling as to the matters regulated herein.

**SECTION 3**

THAT if any provisions of this ordinance shall be held void or unconstitutional, it is hereby provided that all other parts of the same which are not held void or unconstitutional shall remain in

full force and effect.

**SECTION 4**

**THIS** ordinance will take effect upon the second and final reading in accordance with the provisions of the Charter of the City of New Braunfels.

**PASSED AND APPROVED:** First reading this 9th day of August 2021.

**PASSED AND APPROVED:** Second reading this 23 day of August, 2021.

**CITY OF NEW BRAUNFELS**

  
RUSTY BROCKMAN, Mayor

**ATTEST:**

  
CAITLIN KROBOT, City Secretary

**APPROVED AS TO FORM:**

  
VALERIA M. ACEVEDO, City Attorney