



**CITY OF NEW BRAUNFELS, TEXAS
CEMETERY COMMITTEE MEETING**



**LANDA HAUS
360 AQUATIC CIRCLE**

THURSDAY, JUNE 27, 2024 at 4:00 PM

AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES

A) Discuss and consider approval of the May 23, 2024 [24-839](#) minutes of the Cemetery Committee

4. CITIZEN'S COMMUNICATIONS

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

5. DISCUSSION AND ACTION

- A) Cemetery Headstone Cleaning Program [24-843](#)
- B) Budget Update [24-846](#)
- C) Cemetery Software Update [24-841](#)
- D) Field of Graves [24-840](#)
- E) Soul Searching 2024 [24-842](#)
 - Soul Searching Book

6. ITEMS FOR NEXT AGENDA

No action may be taken.

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 (830) 221-4010 at least two (2) work days prior to the meeting so that appropriate arrangements can be made.

6/27/2024

Agenda Item No. A)

PRESENTER:

Chad Donegan, Parks Director

SUBJECT:

Discuss and consider approval of the May 23, 2024 minutes of the Cemetery Committee

DISCUSSION:

N/A

RECOMMENDATION:

N/A

CEMETERY COMMITTEE MINUTES

Thursday, May 23, 2024 @ 4:00 pm, Landa Haus

1. **CALL TO ORDER:**

4:01 p.m.

2. **ROLL CALL:**

X	Lynn Thompson (Chair)	X	Cynthia Foster		Samantha Morrison (Park Staff)
X	Dana Watson (Vice Chair)	X	Jillian Bliss		Gene Bagwell (Cemetery Manager)
X	Raenel Schertz	X	Chad Donegan (Park Staff)		Hunter Haberly (Cemetery Sexton)
X	Connie Krause	X	Geronimo Aguirre (Park Staff)	X	Katie Totman (Historic Preservation Officer)
X	Jan Kingsbury	X	Shari Silvio (Park Staff)		

3. **APPROVAL OF MINUTES**

- a. Approval of regular meeting minutes from April 25th, 2024

4. **CITIZEN'S COMMUNICATIONS**

N/A

5. **PRESENTATIONS**

N/A

6. **DISCUSSION AND ACTION**

a. **Field of Graves**

No update currently. Parks staff will let the committee know when we have more information.

b. **Cemetery Software**

City Secretary's Office currently has access to the account for both cemeteries and they are marked as "coming soon" in the software. The next step they are currently waiting on is for them to upload the boundaries of each cemetery. Once those are in place, they will begin outlining the individual spaces. The Committee wanted to request that we have drone footage of the outlining to draw in interest of the project. They suggested asking Charlie Agar to assist with this project.

c. **2024 Soul Searching Event**

The committee went over the planning documents for the event, assigning areas to each member and Parks Staff. The group is continuing to discuss possible actors to portray the souls and deciding the best route to take through the cemetery, adding gaps in tours where needed.

ITEMS FOR NEXT AGENDA

- A. Field of Graves
- B. Cemetery Software
- C. Budget (printed out)
- D. 2024 Soul Searching
 - Soul Searching Book

7. ADJOURNMENT

5:08 pm



Cemetery Committee Agenda Item Report

550 Landa Street
New Braunfels, TX

6/27/2024

Agenda Item No. A)

PRESENTER:

Chad Donegan, Parks Director

SUBJECT:

Cemetery Headstone Cleaning Program



Cemetery Committee Agenda Item Report

550 Landa Street
New Braunfels, TX

6/27/2024

Agenda Item No. B)

PRESENTER:

Chad Donegan, Parks Director

SUBJECT:

Budget Update



Cemetery Committee Agenda Item Report

550 Landa Street
New Braunfels, TX

6/27/2024

Agenda Item No. C)

PRESENTER:

Chad Donegan, Parks Director

SUBJECT:

Cemetery Software Update



Cemetery Committee Agenda Item Report

550 Landa Street
New Braunfels, TX

6/27/2024

Agenda Item No. D)

PRESENTER:

Chad Donegan, Parks Director

SUBJECT:

Field of Graves



Cemetery Committee Agenda Item Report

550 Landa Street
New Braunfels, TX

6/27/2024

Agenda Item No. E)

PRESENTER:

Chad Donegan, Parks Director

SUBJECT:

Soul Searching 2024

- Soul Searching Book