



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



**LANDA HAUS  
360 AQUATIC CIR.**

**THURSDAY, AUGUST 28, 2025 at 4:00 PM**

**AGENDA**

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. APPROVAL OF MINUTES**

- A) Discuss and consider approval of the July 24, 2025 [25-1048](#)  
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) National Register nomination [25-1049](#)  
B) Field of Graves [25-1050](#)  
D) Reprint of the Cookbook [25-1051](#)  
E) 2025 Soul Searching Event [25-1052](#)

**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.

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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.



## Cemetery Committee Agenda Item Report

550 Landa Street  
New Braunfels, TX

8/28/2025

Agenda Item No. A)

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**PRESENTER:**

Chad Donegan, Parks Director

**SUBJECT:**

Discuss and consider approval of the July 24, 2025 minutes of the Cemetery Committee

**DISCUSSION:**

N/A

**RECOMMENDATION:**

N/A

# CEMETERY COMMITTEE MINUTES

Thursday, July 24, 2025 @ 4:00 pm, City Hall

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1. **CALL TO ORDER:**

4:02 p.m.

2. **ROLL CALL:**

X	Lynn Thompson (Chair)	X	Cynthia Foster		Samantha Morrison (Park Staff)
X	Dana Watson (Vice Chair)		Jillian Bliss		Gene Bagwell (Cemetery Manager)
X	Kyle Coker	X	Chad Donegan (Park Staff)		Hunter Haberly (Cemetery Sexton)
X	Connie Krause	X	Shari Silvio (Park Staff)		
	Jan Kingsbury		Jeff Bransford (Park Staff)		

3. **APPROVAL OF MINUTES**

- a. Approval of regular meeting minutes from June 26, 2025

4. **CITIZEN'S COMMUNICATIONS**

5. **DISCUSSION AND ACTION**

a. **National Register Nomination of the New Braunfels Cemetery**

A recent update shared that Connie provided significant feedback on the nomination draft. There are plans to meet on Monday at City Hall to finalize the details. Once finalized, the submission will be sent to Charisse for further handling with the Texas Historical Commission (THC).

b. **Field of Graves**

There were no new updates on the Field of Graves project, but MHS is continuing to work on the requested recommendations. Research into over 1,000 unmarked graves is ongoing, with some records dating back to 1920. Discussions also included possible historical land exchanges and unrecorded relocations tied to construction projects.

c. **Reprint Cookbook**

There has been ongoing community interest to have the cookbook reprinted. A proposal was made to obtain printing price quotes for varying quantities (500 and 1,000 copies), including printing and binding. The consensus was that minimal changes were needed, with "Second Printing" to be added to the new edition. The plan is to partner with local organizations (Sophienburg and the Conservation Society) for sales, with all profits retained by the committee. The timeline includes voting at the August meeting, printing in September, and targeting October for the sales launch, with a focus on the Soul Searching and Christmas season.

#### **d. Cemetery Signs at the Comal Cemetery**

An update was provided that nine signs need replacement, with a cost estimate of \$125 total. This includes \$10 per sign blank, labor by city staff, and five brackets, thanks to wholesale pricing and in-house labor. The new signs will match the previous design and specifications exactly. A motion was made and approved to allocate up to \$125 for the signage replacement.

#### **e. 2025 Soul Searching**

Jillian sent an updated volunteer assignment list as of July 14, with outreach calls ongoing for unresponsive volunteers. There's a noted need for additional actors and tour guides for both event nights, as some are only available for one night. Assignments were discussed and updated, filling roles for actors, tour guides, and support positions, though some participants still need to be confirmed. In terms of skits and scripts, a creative session was held to discuss potential content and specific assignments for acting roles, with a focus on ensuring historically accurate portrayals. Jillian and Jan are handling the entertainment, and the halftime show was discussed, with Kathy and Denise being potential candidates, though confirmation is still pending. The goal is to have six tour stops, with some stops featuring paired actors, totaling seven people.

The draft of the updated brochure was reviewed, with edits needed to update volunteer and sponsor lists, insert the correct dates, improve photo attribution, and adjust the historical text for accuracy.

Six sponsors have been secured at \$500 each, with a backup sponsor in place, and golf cart arrangements have been confirmed with the vendor for electric carts. Prop and set design brainstorming included ideas like mill spindles, sewing machines, chairs, ledgers, quilts, and other items, with some items requested for loan from committee members and local organizations. Consideration was given to prop visibility during day versus night tours and minimizing setup and striking complexity.

For rehearsals, a dress rehearsal is scheduled for Monday, September 30, from 5:30-7:00 PM at the cemetery, which is mandatory for actors and guides. The rehearsal will include a walk-through, introductions, and practice of scripts and the tour. Tickets are expected to go on sale August 15<sup>th</sup>.

### **ITEMS FOR NEXT AGENDA**

- A. National Register Nomination
- B. Field of Graves
- C. Reprint of the Cookbook
- D. 2025 Soul Searching

### **6. ADJOURNMENT**

**5:05 pm**



## Cemetery Committee Agenda Item Report

550 Landa Street  
New Braunfels, TX

8/28/2025

Agenda Item No. A)

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**PRESENTER:**

Katie Totman, Historical Preservation Officer

**SUBJECT:**

National Register nomination of the New Braunfels Cemetery



## Cemetery Committee Agenda Item Report

550 Landa Street  
New Braunfels, TX

8/28/2025

Agenda Item No. B)

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**PRESENTER:**

Chad Donegan, Director

**SUBJECT:**

Update on Field of Graves



## Cemetery Committee Agenda Item Report

550 Landa Street  
New Braunfels, TX

8/28/2025

Agenda Item No. D)

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**PRESENTER:**

Chad Donegan, Parks Director

**SUBJECT:**

Reprint of the Cookbook





## Cemetery Committee Agenda Item Report

550 Landa Street  
New Braunfels, TX

8/28/2025

Agenda Item No. E)

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**PRESENTER:**

Chad Donegan, Director

**SUBJECT:**

2025 Soul Searching Event