



CITY OF NEW BRAUNFELS, TEXAS  
CEMETERY COMMITTEE MEETING



LANDA HAUS  
360 AQUATIC CIRCLE

THURSDAY, APRIL 25, 2024 at 4:00 PM

AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES

A) Discuss and consider approval of the March 28, 2024 [24-593](#) 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) Appoint committee seats - Chair and Vice Chair [24-594](#)

B) Update on Archeology for Field of Graves [24-595](#)

C) Update on Park Board approval for the change on [24-597](#) committee ordinance

D) Update on Park Board vote for Cemetery Software [24-598](#)

E) Soul Searching 2024 [24-599](#)

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.

**4/25/2024**

Agenda Item No. A)

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**PRESENTER:**

Chad Donegan, Parks Director

**SUBJECT:**

Discuss and consider approval of the March 28, 2024 minutes of the Cemetery Committee

**DISCUSSION:**

N/A

**RECOMMENDATION:**

N/A

# CEMETERY COMMITTEE MINUTES

Thursday, March 28, 2024 @ 4:00 pm, Landa Haus

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1. **CALL TO ORDER:**

4:00 p.m.

2. **ROLL CALL:**

X	Lynn Thompson	X	Cynthia Foster	X	Samantha Morrison (Staff)
X	Connie Krause	X	Jillian Bliss	X	Gene Bagwell (Cemetery Manager)
X	Raenel Schertz	X	Chad Donegan (Staff)	X	Hunter Haberly (Cemetery Sexton)
X	Dana Watson		Geronimo Aguirre (Staff)	X	Matthew Schwarz (Assist. City Secretary)
X	Jan Kingsbury	X	Shari Silvio (Staff)	X	Natalie Baker (Records Management Coord.)

3. **APPROVAL OF MINUTES**

- a. Approval of regular meeting minutes from February 22, 2024

4. **CITIZEN'S COMMUNICATIONS**

N/A

5. **PRESENTATIONS**

- a. Chad discussed the Cemetery financials with the group:

Field of Graves

- Total Donations Received to Date: \$92,330.68
- Expensed: \$10,000 (Archaeology)
- Available Funds: \$82,330.68

Cemetery Improvements Fund

- \$254,139.21

- b. Matthew Schwarz with the City Secretary's Office presented Chronicle, a new cemetery Software, for the committee to consider. The committee would be asked to cover the \$14K initial fee. The yearly maintenance fee of \$1800 would be covered by the City Secretary's office. This would allow people to look at the history of New Braunfels/use this software at home.

6. **DISCUSSION AND ACTION**

**a. Cemetery Software**

City Secretary Office asked the committee to discuss and vote to approve the Chronicle software. Dana set the motion and Connie seconded. The committee voted and unanimously approved.

**b. Field of Graves**

We will be updating the group at the next scheduled meeting in April 2024. Connie explained for our new members exactly what Field of Graves was and why it is so important to New Braunfels.

**c. 2024 Soul Searching Event**

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. 5 souls have been selected. Lynn is working on getting a Hispanic soul to be the 6<sup>th</sup>.

## **ITEMS FOR NEXT AGENDA**

- A. Appoint committee seats - Chair and Vice Chair
- B. Update on Archeology for Field of Graves
- C. Update on Park Board approval for the change on committee ordinance
- D. Park Board vote on Cemetery Software
- E. Soul Searching 2024

## **7. ADJOURNMENT**

**5:23 pm**



## Cemetery Committee Agenda Item Report

550 Landa Street  
New Braunfels, TX

**4/25/2024**

Agenda Item No. A)

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**PRESENTER:**

Chad Donegan, Parks Director

**SUBJECT:**

Appoint committee seats - Chair and Vice Chair



# Cemetery Committee Agenda Item Report

550 Landa Street  
New Braunfels, TX

**4/25/2024**

Agenda Item No. B)

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**PRESENTER:**

Chad Donegan, Parks Director

**SUBJECT:**

Update on Archeology for Field of Graves



## Cemetery Committee Agenda Item Report

550 Landa Street  
New Braunfels, TX

**4/25/2024**

Agenda Item No. C)

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**PRESENTER:**

Chad Donegan, Parks Director

**SUBJECT:**

Update on Park Board approval for the change on committee ordinance





# Cemetery Committee Agenda Item Report

550 Landa Street  
New Braunfels, TX

**4/25/2024**

Agenda Item No. D)

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**PRESENTER:**

Chad Donegan, Parks Director

**SUBJECT:**

Update on Park Board vote for Cemetery Software



# Cemetery Committee Agenda Item Report

550 Landa Street  
New Braunfels, TX

**4/25/2024**

Agenda Item No. E)

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**PRESENTER:**

Chad Donegan, Parks Director

**SUBJECT:**

Soul Searching 2024