



CITY OF NEW BRAUNFELS, TEXAS
CEMETERY COMMITTEE MEETING



LANDA HAUS
360 AQUATIC CIRCLE

THURSDAY, MARCH 28, 2024 at 4:00 PM

Amended 3.25.24

AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES

- A) Discuss and consider approval of the February 22, 2024 [24-372](#) 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. PRESENTATIONS

- A) Field of Graves Memorial [24-366](#)
- B) Event Financials and Cemetery Budget [24-370](#)
- C) Soul Searching [24-371](#)

6. DISCUSSION AND ACTION

- A) Discussion and possible action regarding the purchase [24-454](#) of a comprehensive cemetery software package

7. ITEMS FOR NEXT AGENDA

No action may be taken.

8. 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.

3/28/2024

Agenda Item No. A)

PRESENTER:

Chad Donegan, Parks Director

SUBJECT:

Discuss and consider approval of the February 22, 2024 minutes of the Cemetery Committee

DISCUSSION:

N/A

RECOMMENDATION:

N/A



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



**REGULAR MEETING
Landa Haus
360 Aquatic Circle New
Braunfels, TX 78130
February 22, 2024
4:00pm**

MINUTES

1. CALL TO ORDER

The meeting was called to order by Chad Donegan at 4:00 pm

2. ROLL CALL

Committee members present: Lynn Thompson, Connie Krause, Raenel Schertz, Dana Watson, and Jan Kingsbury

Staff Members Present: Chad Donegan – Parks Director, Geronimo Aguirre – Parks Assist Director, Shari Silvio – Senior Administrative Assistant, Samantha Morrison – Recreation Programs Supervisor, Matthew Schwarz – Assist City Secretary, Gayle Wilkinson – City Secretary, Natalie Baker – Records Management Coordinator, Gene Bagwell – Cemetery Manager, and Hunter Haberly – Cemetery Sexton

3. APPROVAL OF MINUTES

A. Approval with amendment of regular meeting minutes from January 25, 2024

4. CITIZEN'S COMMUNICATIONS

N/A

5. PRESENTATIONS

Chad set up CIMS Software to come and speak on possible new cemetery software. This would allow people to look at the history of New Braunfels/use this software at home. The group will look more into the software and costs to discuss moving forward.

6. DISCUSSION AND ACTION

A. Cemetery Software
(See presentation above)

B. Field of Graves

Texas State Archeology has identified 5 gravesites and 2 areas of archeological interest. One of the two areas of interest was determined to be a prehistoric (native American) fire pit with stone tools and the second area contained a high concentration of porcelain, glass and

ceramic pieces which appear to be quite old. Brenadette Faust with TCI met with Texas State and on a trial, extended an area towards south Grape Ave. The idea was to hopefully find an area without activity to allow an option to reorient the design. Unfortunately, more graves were found, and this exploration was stopped. Texas State will provide a full report and map with GPS data as part of their final report. Brenadette will continue to keep the committee updated.

C. 2024 Soul Searching Event

This year's theme will be "Women". 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. Event financials & Cemetery Budget
 - a. update on cemetery software
- C. Soul Searching 2024

7. ADJOURNMENT

5:20 pm



Cemetery Committee Agenda Item Report

550 Landa Street
New Braunfels, TX

3/28/2024

Agenda Item No. A)

PRESENTER:

Chad Donegan, Parks Director

SUBJECT:

Field of Graves Memorial

DISCUSSION:

Update on Field of Graves Memorial

RECOMMENDATION:

N/A

3/28/2024

Agenda Item No. B)

PRESENTER:

Chad Donegan, Parks Director

SUBJECT:

Event Financials and Cemetery Budget

DISCUSSION:

Committee will discuss financials and budget.

RECOMMENDATION:

N/A

3/28/2024

Agenda Item No. C)

PRESENTER:

Chad Donegan, Parks Director

SUBJECT:

Soul Searching

DISCUSSION:

Committee will discuss the 2024 Soul Searching event.

RECOMMENDATION:

N/A



Cemetery Committee Agenda Item Report

550 Landa Street
New Braunfels, TX

3/28/2024

Agenda Item No. A)

PRESENTER:

Matthew Schwarz, Assistant City Secretary

SUBJECT:

Discussion and possible action regarding the purchase of a comprehensive cemetery software package