



South Park Cemetery Board Agenda
Tuesday, June 16, 2026 at 4:00 p.m.
Conference Room at South Park Cemetery

Board Members: Jake Trujillo, Heidi Huckabee, Sarah Reese

A. Call to Order

B. Roll Call

C. Approval of the Agenda

1. Approval of the June 16, 2026 agenda.

D. Approval of the minutes

2. Approval of the May 19, 2026 minutes.

E. Non-Action Items

1. Sexton's Report- Ruben Esquivel (Services for May).
2. Bookkeeper's Report- Daisy Diaz (Activity for May).
3. Memorial Tree Planting- Jane Blewett
4. Fee Schedule for Columbarium Discussion- James Burress

F. Public Comments

G. Adjourn

Next Meeting: July 21, 2026

Notice of this meeting has been given to the public in compliance with Sections 10-15-1 through 10-15-4 NMSA 1978 and **Resolution 26-12.**

NOTICE OF POTENTIAL QUORUM – A quorum of the City Council may or may not attend, but there will not be debate by the City Council, and no action will be taken.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact Human Resources at 575-624-6700 at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the City Clerk at 575-624-6700 if a summary or other type of accessible format is needed.

Printed and posted: 6/12/2026



Minutes of the Cemetery Board Meeting
Tuesday, May 19, 2026
REGULAR MEETING 4:00 P.M.

Notice of this meeting was given to the public in compliance with Sections 10-15-1 through 10-15-4, NMSA 1978 and Resolution 26-12.

A. Call to Order

Member Jake Trujillo called the meeting to order at 4:04 p.m.

B. Roll Call

Committee members present: Jake Trujillo, Dr. Heidi Huckabee, and Sarah Reese.

Staff present: Ruben Esquivel, Cemetery Superintendent, and Daisy Diaz, Cemetery Administrative Assistant.

Others Present: James Edwards, Bobby Arnett, and Juan Oropesa, Liaison.

C. Approval of Agenda

1. Dr. Heidi Huckabee made a motion to approve the agenda as presented. Sarah Reese seconded. A voice vote was as follows: Jake Trujillo-yes, Dr. Heidi Huckabee-yes, and Sarah Reese-yes and the motion to approve the agenda for May 19, 2026, passed 3-0.

D. Approval of Minutes

2. Dr. Heidi Huckabee made a motion to approve the minutes as presented. Sarah Reese seconded. A voice vote was as follows: Jake Trujillo-yes, Dr. Heidi Huckabee-yes, and Sarah Reese-yes and the motion to approve the minutes from April 21, 2026, passed 3-0.

E. Non-Action Items

3. Sexton's Report- Superintendent Ruben Esquivel (Services for March)

Superintendent Esquivel reported that a total of 26 burial services were conducted in April 2026 at South Park Cemetery and General Douglas McBride Veterans Cemetery.

4. Bookkeeper's Report- (Activity for March)

Daisy Diaz reported total activity for April 2026: 1 transfer, 5 contracts, 3 pay-offs and 3 lot sales.

5. Flag Placement for Memorial Day- Bobby Arnett stated that the flag placement would take place Saturday May 23, 2026 starting at 7 a.m. Volunteers will meet at the cemetery office and will be given a bundle of approximately 50 flags and a map. The pick up of flags will be on Monday, May 25, 2026 at 6 p.m.

6. Memorial Day Celebration- Mr. James Edwards stated he has a least 2 speakers for the celebration, and is currently working on getting the event advertised and the agenda completed. Celebration will take place on Monday, May 25, 2026 at 10 a.m. at the General Douglas Veterans Cemetery and the interment of the unclaimed veterans will take place after the ceremony.

F. Public Comments

None

G. Adjourn

The meeting adjourned at 4:35 p.m.

Next Meeting: June 16, 2026