



South Park Cemetery Board Agenda
Tuesday, January 20, 2026 at 4:00 p.m.
Conference Room at South Park Cemetery

Board Vice President: Jim Bloodhart
Board Secretary: Jeremy Hurley
Board Members: Jake Trujillo, Heidi Huckabee

A. Call to Order

B. Roll Call

C. Approval of the Agenda

1. Approval of the January 20, 2026 agenda.

D. Approval of the minutes

2. Approval of the October 21, 2025 minutes.

E. Non-Action Items

3. Sexton's Report- Ruben Esquivel (Services end of year 2025).
4. Bookkeeper's Report- Daisy Diaz (Activity end of year 2025).
5. Updates on Columbarium at South Park Cemetery
6. Updates on Committal Shelter Addition at General Douglas McBride Veterans Cemetery

F. Public Comments

G. Adjourn

Next Meeting: February 17, 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 25-28**.

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: 1/16/2026



Minutes of the Cemetery Board Meeting
Tuesday, October 21, 2025
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 25-28.

A. Call to Order

Secretary, Jeremy Hurley, called the meeting to order at 4:08 p.m.

B. Roll Call

Committee members present: Jeremy Hurley, Jake Trujillo, and Heidi Huckabee.

Committee members absent: Jim Bloodhart

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

C. Approval of Agenda

1. Mr. Jake Trujillo moved to approve the agenda as presented. Dr. Heidi Huckabee seconded. A voice vote was as follows: Jeremy Hurley- yes, Jake Trujillo-yes, and Heidi Huckabee-yes and the motion to approve the agenda for October 21, 2025 passed 3-0.

D. Approval of Minutes

2. Dr. Huckabee moved to approve the minutes as presented. Mr. Trujillo seconded. A voice vote was as follows: Jeremy Hurley- yes, Jake Trujillo-yes, and Heidi Huckabee-yes and the motion to approve the minutes from September 16, 2025 passed 3-0.

E. Non-Action Items

3. Sexton's Report-

Superintendent Ruben Esquivel reported the burial services for South Park Cemetery and General Douglas McBride Veterans Cemetery as 28 burials for September.

4. Bookkeeper's Report-

Mrs. Diaz reported activity for September as 1 transfer, 8 lot sales, and 1 pay-off with a revenue of \$29,190.00 for the month.

5. Columbarium at South Park Cemetery-

Mr. Esquivel stated the curbs have been done and now working on the sidewalk. They will also be installing the 6-inch water line for the irrigation, coming from the west side loop that was recently completed.

6. Update on the Committal Shelter Addition at General Douglas McBride Veterans Cemetery-

Mr. Esquivel reported that rock work has been completed on walls and floor. Cemetery staff will start working on the clean-up.

F. Public Comments

Mr. Esquivel announced that the Day of the Dead celebration will be taking place again this year at the cemetery on Saturday November 1, 2025 from 5 p.m. to 8 p.m. Event is done by volunteers with the main volunteers being the Roswell High Spanish Club. Set-up will begin at 3 p.m. Cemetery entrance will be decorated with candles (luminarias) along the lane. Food, activities, and the altar will be by the cemetery office.

G. Adjourn

The meeting adjourned at 4:38 p.m.

Next Meeting: January 20, 2026