



**AMENDED**  
**South Park Cemetery Board Agenda**  
Tuesday, January 15, 2019 at 4:00 p.m.  
Conference Room at South Park Cemetery

Board President: Jack Ferguson  
Board Vice President: Jim Bloodhart  
Board Secretary: Jeremy Hurley  
Board Members: Jake Trujillo, Gabriel Casaus

**A. Call to Order**

**B. Roll Call**

**C. Approval of the Agenda**

**D. Approval of the minutes**

1. Consider approval of the October 16, 2018 minutes.

**E. Action**

Discussion and Voting on Cemetery Weekend Fees-Jack Ferguson

**F. Non-Action Items**

2. Sexton's Report (Burial Services for October, November, and December) - Ruben Esquivel
3. Bookkeeper's Report (Revenue for October, November, and December) - Daisy Diaz
4. Discussion on vacant board position- Ruben Esquivel
5. Updates on South Park Cemetery Columbarium's- Ruben Esquivel

**G. Public Comments**

**H. Adjourn**

**Next Meeting: February 19, 2019**

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 18-55.

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.

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.



## Minutes of the Cemetery Board Meeting Tuesday, October 16, 2018

### REGULAR MEETING 4:00 P.M

Committee Member Present: Jack Ferguson, President  
Jim Bloodhart, Vice President  
Jeremy Hurley, Secretary  
Jake Trujillo, Member  
Juan Oropesa, Liaison

Committee Members Absent: Gabriel Casaus, Member

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

Others Present:

#### Call to Order

The meeting was called to order at 4:05 p.m. by President, Jack Ferguson. Committee members present Bloodhart, Hurley, and Trujillo.

#### Approval of Agenda

Mr. Trujillo moved to approve the agenda as presented. Mr. Bloodhart was the second. A voice vote was unanimous and the motion carried, the October 16, 2018 agenda was approved.

#### Approval of Minutes

Mr. Hurley made a motion, seconded by Mr. Trujillo to approve the minutes of the August 21, 2018 meeting. A voice vote was unanimous and the motion carried.

#### Action

None

#### Non-Action Items

##### 2. Sexton's Report-

Superintendent Ruben Esquivel reported a total of 28 burials for August, and 29 burials for September. As of October 16, 2018 a total of 17 burial services have been conducted at South Park Cemetery and General Douglas McBride Veteran's Cemetery.

### 3. Bookkeeper's Report-

Mrs. Diaz reported a revenue of \$28,945.87 for August with 2 transfers of property, 1 property pay off, 3 property sales, and 1 contract. Revenue for September \$19,205.87 with 1 property transfer, and 1 contract. Activity as of October 16, 2018 was 1 transfers and 3 lot sales.

### 4. Discussion on Cemetery Workshop-

Cemetery Superintendent Mr. Esquivel explained that the workshop was unable to take place in September as previously talked about due to ground maintenance work needed to be completed. Workshop will still take place and hoping to schedule it in the spring.

### 5. Update on fee changes-

Mr. Esquivel stated that he is still working on the amounts to determine the total cost of overtime and weekend fees. Amounts include labor, salaries, and fuel use. Board still working on determining total cost for fees on cancellation and rescheduling services. Motion was made by Mr. Bloodhart to proceed with raising weekend fees, but item must be placed as an action item on agenda to be voted on officially. Item will be placed as an action item and voting will take place at the next board meeting in January 2019.

### **Public Comments**

None

### **Adjourn**

The meeting was adjourned at 4:45 p.m.

### **Next Meeting Date**

Next meeting to be held January 15, 2019 at 4:00 p.m.