

**LINKED MINUTES OF A REGULAR MEETING OF THE CEMETERY COMMITTEE  
OF THE CITY OF CARLSBAD, NEW MEXICO, HELD IN THE JANELL WHITLOCK  
MUNICIPAL COMPLEX BUILDING ON JANUARY 15, 2026, AT 4:00 P.M.**

Present: Alan Wood Chairman  
Sam Plumlee Member  
Suzanne Carlsen Member

Absent: Jason Shirley Member  
Priscilla Salcido Member

Also Present: Diana Dorado Cemetery Coordinator  
Raquel Leyva Cemetery Secretary  
Patrick Cass Director of Public Works  
Orlando Garza Cemetery Groundskeeper

**Call Meeting to Order**

**1. ROLL CALL AND DETERMINATION OF A QUORUM**

**2. CONSIDER APPROVAL OF MINUTES FOR MEETING OF CEMETERY  
COMMITTEE OCTOBER 16, 2025**

**MOTION**

The Motion was made by Mr. Plumlee and seconded by Mrs. Carlsen to approve the October 16, 2025 Meeting Minutes.

**VOTE**

The vote was as follows: Yes - Wood, Plumlee, Carlsen; No - None; Absent - Shirley, Salcido; the motion passed.

**3. MONTHLY CEMETERY REPORTS**


Diana shared the Monthly Cemetery Reports for October, November, and December 2025. Mr. Cass confirmed the irrigation project is now complete and will add a total of 1,683 plots to the new area. He is also considering laying sod in this section and will provide cost estimates once he has researched the matter further. Mr. Wood inquired about plans for purchasing land once the current Carlsbad Cemetery reaches capacity. Mr. Cass noted that this has been discussed in recent meetings with the Mayor, who is currently evaluating all available options for a future property purchase.

**4. CEMETERY MAINTENANCE REPORT**

During the discussion regarding the maintenance report, Orlando provided updates. He said the mowing is up to date, and all leaves have been mulched. All 20 trees purchased by the City have been planted. Watering operations are gradually resuming back slowly. Orlando reassured everyone that the area south of the VA Cemetery will have grass later this spring.

**ADJOURN**

There being no further business, Mr. Wood adjourned the meeting at 4:27 p.m.

  
\_\_\_\_\_  
Chairman

4/16/26  
\_\_\_\_\_  
Date