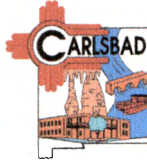


MINUTES OF THE REGULAR MEETING OF THE

**City of Carlsbad
Disabilities Advisory Board
Janell Whitlock Memorial Complex**

Friday, January 7, 2022 at 10:30 a.m.

**Meeting Held in the Janell Whitlock Memorial Complex
Council Chambers
114 S. Halagueno St.**



CITY OF CARLSBAD
CARLSBAD, NEW MEXICO

DISABILITIES ADVISORY BOARD

Friday, January 4, 2022 at 10:30 AM
Janell Whitlock Municipal Complex Council Chambers
114 S. Halagueno Street
GoToMeeting ID: 614-023-149
US Phone: (872) 240-3311 Access Code: 614-023-149

1. Roll call of voting members and determination of quorum
2. Approval of Agenda
3. Approval of Minutes from the Meeting held December 3, 2021
4. Discussion of Ordinance 2021-29: An ordinance regarding amendments to the Disabilities Advisory Board
5. Consider a Recommendation to update the City of Carlsbad ADA Transition Plan and Title VI Ordinance
6. Discussion of Sidewalk Issues
 - a. 101 S. Halagueno - City of Carlsbad Library
 - b. Sixth & Church - Calvary Church
7. Discussion of Handicapped Signage at City Facilities
 - a. City Hall
 - b. Janell Whitlock Municipal Complex
8. Discussion of Handicapped Parking Space at Fox St & Canyon St
9. Adjourn



FOR INFORMATION ONLY

Agendas and Disability Advisory Board meeting minutes are available on the City web site:
cityofcarlsbadnm.com
or may be viewed in the Office of the City Clerk or at the Carlsbad Public Library during
normal and regular business hours

DISABILITY ADVISORY BOARD MEETING SCHEDULE

- Regular meeting – Friday, February 4, 2022 at 10:30 a.m.

If you require hearing interpreter, language interpreters or auxiliary aids in order to attend and participate in the above meeting, please contact the City Administrator's office at (575) 887-1191 at least 48 hours prior to the scheduled meeting time.

**MINUTES OF A REGULAR MEETING OF THE CITY OF CARLSBAD DISABILITY ADVISORY BOARD
HELD IN THE JANELL WHITLOCK MUNICIPAL COMPLEX COUNCIL CHAMBERS,
114 S. HALAGUENO STREET, JANUARY 7, 2022 AT 10:30 A.M.**

VOTING MEMBERS PRESENT:

Tarrant Blake	Chairperson <i>(via virtual meeting)</i>
Tom Kirby	Member <i>(arrived at 10:40 a.m.)</i>
Deborah Pinching	Member
Jerry Remler	Member
Machell Tackett	Member

VOTING MEMBERS ABSENT:

None

EX-OFFICIO MEMBERS PRESENT:

Jeff Patterson	Planning Director <i>(via virtual meeting)</i>
Trysha Ortiz	Deputy Planning Director

OTHERS PRESENT:

Jennifer Campos	Planning & Zoning Executive Secretary
Teresa Allery	Citizen
Elizabeth Simonton	Citizen <i>(via virtual meeting)</i>
Richard Pinching	Citizen
David Tackett	Citizen

Time Stamps and headings below correspond to recording of meeting and the recording is hereby made a part of the official record.

0:00:02 Start Recording [10:36:13 AM]

0:00:04 **1. Roll call of Voting Members and Determination of Quorum**

Roll was called, confirming the presence of a quorum of commission members. The following members were present— **Ms. Blake, Ms. Tackett, Ms. Remler Ms. Pinching.** Absent—**Mr. Kirby.**

0:01:09 **2. Approval of Agenda**

Ms. Tackett made a motion to approve the Agenda; **Ms. Pinching** seconded the motion. The vote was as follows: **Yes—Ms. Blake, Ms. Tackett, Ms. Pinching, Mr. Remler.** No—None. Absent—**Mr. Kirby.** Abstained—None. The motion carried.

0:02:15 **3. Approval of Minutes from the regular Meeting held December 3, 2021**

Ms. Pinching made a motion to approve the Minutes; **Ms. Tackett** seconded the motion. The vote was as follows: **Yes—Ms. Blake, Ms. Tackett, Ms. Remler, Ms. Pinching.** No—None. Absent—**Mr. Kirby.** Abstained—None. The motion carried.

0:02:47 **4. Discussion of Ordinance 2021-29: An ordinance regarding amendments to the Disabilities Advisory Board**

Ms. Ortiz discussed the Ordinance that was recently adopted; appointing the Director of Planning and Regulation as the Secretary of the Board. She explains that she and **Mr. Patterson** will be handling the Disability Advisory Board Meetings.

Tom Kirby has arrived at 10:40 a.m.

Ms. Ortiz states that going forward the Agenda will be posted; and packets will be provided with the Agenda items and Minutes. Maps may also be included. **Ms. Blake** asks the board to provide their addresses and contact information to help. **Ms. Ortiz** states they are flexible and will make the meeting space more accommodating and parking more accessible. **Mr. Kirby** notes that the parking lot in the back of the Municipal Complex does not have handicapped parking. **Ms. Ortiz** tells them she will remind Municipal Court of the dates for the meetings and if they would leave the parking lot open. **Ms. Remler** states she will need a parking place to allow her rear-access van. **Ms. Ortiz** says they will move the City vehicles if needed; and she agrees a rear-entry parking space needs to be discussed. **Mr. Kirby** states he lives nearby and is willing to park at home to free up a parking spot. **Ms. Remler** states she will park in the back lot. **Mr. Kirby** says it is dangerous to park on Halagueno Street; there is too much traffic. **Ms. Remler** states that the parking for handicapped is handled very well at the Courthouse. **Ms. Ortiz** says they can try to model parking after that.

0:12:35 **5. Consider a Recommendation to update the City of Carlsbad ADA Transition Plan and Title VI Ordinance**

Ms. Ortiz states she is new to the administrative side of the Board; there are new things regarding the Transition Plan and Ordinance. She notes the contact people are no longer with the City. The last version of the Transition Plan was in 2012 and now needs input and updating. **Ms. Pinching** states that they went around to the buildings to look what is needed and what is being done. **Ms. Blake** says she read the Title VI Ordinance and says it concentrates on transportation, and not so much about facilities. **Ms. Pinching** asks if they could add parking as well in the transportation section. **Mr. Kirby** agrees. **Ms. Allery** says she agrees that parking should be included. **Mr. Patterson** states he prepared the Plan – it is non-discriminatory in nature and is meant to prevent discrimination of any kind. **Ms. Blake** states that everything in Title VI is not very specific; it is basically an outline and the ADA is included in that. It deals with language barriers or race, etc. It needs to be made current. A more specific Title may have to be made with respect to the disabled. She asks that an invitation be extended to Josh Moore, Transit Manager for the City of Carlsbad. **Ms. Blake** says she supports collaborative planning with the City. **Ms. Pinching** states the board wants to help the City, not just complain. **Mr. Kirby** would like to see the Transition Plan before the next meeting. **Ms. Ortiz** states she will get the Ordinance and the Transition Plan to them all via email. She informs them the City Council agenda should be posted including these items.

Mr. Kirby made a motion for approval; **Ms. Pinching** seconded the motion. The vote was as follows: **Yes—Ms. Blake, Ms. Tackett, Ms. Pinching, Ms. Remler, Mr. Kirby.** No—None. Absent—None. Abstained—None. The motion carried.

0:26:26 **6. Discussion of Sidewalk Issues**
a. 101 S. Halagueno - City of Carlsbad Library

Ms. Blake explains there are issues with the sidewalk in the front and back of the Library. Previously there is a hump from a tree root which was inadequately fixed on the Alameda St. side. **Ms. Ortiz** says they tried to fix it but it did not make it smooth; a wheel chair cannot make it over the hump. **Ms. Tackett** notes the erosion control on the drop offs on the side were steep and are not safe. **Ms. Blake** says there are areas where the ground and sidewalk do not meet by several inches – it could tip a wheelchair off the sidewalk. On the Halagueno side of the Library, she notes there is an uneven payment mid-block that is ½” to ¾” higher and is a tripping hazard; also she hit it in her wheelchair and nearly threw herself out.

b. Sixth & Church - Calvary Church

Ms. Blake notes that in front of Calvary Church has a humped up area on the south side. Some repair has been done and now it is kind of a ramp. And on the west side where the turn-in is located a big section of cement is missing or crumbled away. Again that could tip a wheelchair. **Ms. Allery** states that it is the front sidewalk that comes out of the office portion of the building that is higher than the street sidewalk. It looks odd; there is the curb and the sidewalk is above it with the ramp sloping downward. **Ms. Blake** notes her concern is the area on the west side of the church at the turn-in near Stop-N-Shop; the sidewalk edge needs about 6” of concrete to repair.

0:33:22

7. Discussion of Handicapped Signage at City Facilities

a. City Hall

Ms. Blake explains one of the former members who was ambulatory was trying to visit City Hall but all the handicapped spots were taken. She had to park in the back and walk all the way around the building to get in. She asked if she could leave by the back door and the security guard said she could not; even though it was closer to his desk. **Mr. Kirby** states that is an education thing; and the security guard should be informed of this. **Ms. Ortiz** says the placards for handicapped parking should be checked. Also she knows that the spaces in front of City Hall are usually filled with City vehicles and the citizens sometimes cannot park there. **Ms. Blake** says the parking should be better marked; maybe the spaces could be reallocated for handicapped parking only. **Ms. Ortiz** says better signage is needed to designate handicapped parking.

b. Janell Whitlock Municipal Complex

Ms. Blake explains that there is confusion if the handicapped ramp is available on the Fox St. side. It is not evident that the ramp is open. **Ms. Ortiz** asked the streets department for signage especially during the construction period. **Ms. Blake** states that this should be done on all other City construction sites as well.

0:42:12

8. Discussion of Handicapped Parking Space at Fox St & Canyon St.

Ms. Blake explains this is where Carlsbad Rehab is located; and the drainage goes downhill in front of the vehicle if pulling straight in. She thinks two handicapped parking spaces should be made. **Ms. Pinching** says the spaces are too steep. She has had to park in the alley. There is no good option for handicapped parking at the Rehab or the doctor's office. **Ms. Blake** recommends some spaces be made there.

Ms. Blake asks if there is any new business to be discussed. **Mr. Kirby** asks if there are any updates to the 311 line. **Ms. Ortiz** says she reached out to Kyle Marksteiner to advertise the landline as well as the 311 line.

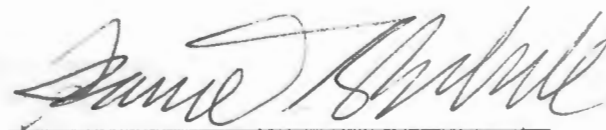
Ms. Blake has made a recommendation to the City to advertise the meetings. It is the City's responsibility to put up notices and inform the public. There was no change regarding the Ordinance 2021-29; they will remain a seven member board with the addition of Ms. Ortiz and Mr. Patterson. The meetings will be once a month until that is changed. The next meeting will be Friday, February 4, 2022 at 10:30 a.m. at the Janell Whitlock Municipal Complex. **Ms. Remler** asks for a list or map of handicapped parking places in the City of Carlsbad. **Ms. Ortiz** will work on providing this; and will include it in the next packet.

0:52:47

9. Adjourn

0:52:57

Stop Recording [11:29:10 AM]



Chairman

1-31-22

Date