

**MINUTES OF THE REGULAR MEETING OF THE**

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

**Friday, September 8, 2023, at 10:30 a.m.**

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



CITY OF CARLSBAD  
CARLSBAD, NEW MEXICO

**DISABILITIES ADVISORY BOARD MEETING**

Friday, September 8, 2023, at 10:30 AM  
Janell Whitlock Municipal Annex  
114 S. Halagueno St.  
GoToMeeting ID: 769-850-101  
US Phone: (312) 757-3121 Access Code: 769-850-101

1. Roll call of voting members and determination of quorum
2. Approval of Agenda
3. Approval of Minutes from the Meeting held August 11, 2023
4. Discussion of sidewalk repairs
  - a. Any concerns to report to the board
  - b. Public comment
5. Update regarding sidewalk repairs along W. Pierce St following onsite meeting with NM Department of Transportation – District Engineer
6. Discussion regarding handicap designated parking at 3127 National Parks Hwy, Carlsbad NM (Tractor Supply)
7. Public comments regarding items for the October agenda
8. Adjourn



**FOR INFORMATION ONLY**

Disability Advisory Board agendas and meeting minutes are available on the City website:

[cityofcarlsbadnm.com](http://cityofcarlsbadnm.com)

or may be viewed in the Office of the City Clerk or at the Carlsbad Public Library during normal business hours

**DISABILITY ADVISORY BOARD MEETING SCHEDULE**

- Regular meeting – Friday, October 13, 2023, at 10:30 a.m.

If you require a hearing interpreter, language interpreter, 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 THE REGULAR MEETING OF THE CITY OF CARLSBAD DISABILITY  
ADVISORY BOARD  
HELD IN THE JANELL WHITLOCK MUNICIPAL ANNEX  
114 S. HALAGUENO ST., SEPTEMBER 8, 2023 AT 10:30 A.M.**

**VOTING MEMBERS PRESENT:**

Teresa Allery	Board Chairperson
Tom Kirby	Board Member
Deborah Pinching	Vice Chairperson
Machell Tackett	Board Member

**VOTING MEMBERS ABSENT:**

Carrie Boatwright	Board Member
Mike Pfeifer	Board Member
Rawnie McKibben	Board Member

**EX-OFFICIO MEMBERS PRESENT:**

Jeff Patterson	Planning Director
Trysha Ortiz	Planning Deputy Director

**OTHERS PRESENT:**

Jennifer Campos	Planning & Zoning Executive Secretary
Ann L. Halford	Citizen
Jerry Remler	Citizen

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

0:00:00      Start Recording [10:32:41 AM]

0:00:11      **1. Roll call of voting members and determination of quorum**

Roll was called, confirming the presence of a quorum of board members. The following members were present— **Ms. Allery, Mr. Kirby, Ms. Pinching, and Ms. Tackett.** Absent— **Ms. Boatwright, Mr. Pfeifer, and Ms. McKibben.**

0:00:36      **2. Approval of Agenda**

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

0:01:01      **3. Approval of Minutes from the Meeting held August 11, 2023**

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

0:03:32      **4. Discussion of sidewalk repairs**

**Ms. Allery** mentions that some of the sidewalk along Canyon Street behind Danny's Place is buckled, but with the weather about to cool down, the sidewalk may fall back into shape and the Streets Department may not see the defect. **Mr. Patterson** said it's still good to know about these issues in case the buckle

reappears. **Ms. Ortiz** also brought up the planters on the sidewalks along Canal Street where the plants have been removed, but the planter has not been filled in properly. **Ms. Allery** asked if it was a state or city sidewalk. **Mr. Patterson** said it was state, but the city maintains them. If the sidewalks were to be reconstructed, then it would be the state's project. **Ms. Pinching** said that the people that designed the planters must not be disabled and may not understand how difficult the planter locations make it for disabled people to navigate. **Mr. Kirby** asked if the design professionals should come before the board and ask for a review and comments on any public infrastructure design. **Mr. Patterson** said there is not a current requirement for these designs to come before the board for review. **Ms. Tackett** said it should be a courtesy. **Mr. Patterson** said when it's a state project, they will incorporate ADA design criteria in their requirements for the infrastructure design. **Mr. Kirby** asked if it could be made a requirement for the state to come to the board and ask them for their opinions regarding infrastructure design. **Mr. Patterson** said they can request it.

0:10:02      **5. Update regarding sidewalk repairs along W. Pierce St following onsite meeting with NM Department of Transportation – District Engineer**

**Ms. Ortiz** mentioned that she, Jeff, and Jerry Remler met with District II NMDOT Engineer Francisco Sanchez at the exit/entrance at Lakeview Christian Home to discuss sidewalk ramp issues in that area. **Ms. Remler** pointed out the problems with the current ramp construction and how it affects the ADA community. **Mr. Sanchez** said he would look into these issues and try to begin addressing some of the ramps individually. The NMDOT can utilize existing designs to repair some of the ramps and that the project may start in the coming weeks. **Ms. Remler** asked if they're going to take care of the bridge issues along W. Pierce St. **Mr. Patterson** said that the repair of the bridge will need to be part of a bigger project. **Ms. Allery** said she suspects that they will not have a bridge repair project along W. Pierce St. at the same time as the bridge repair along N. Canal St. **Ms. Remler** asked if the curbing around the Janell Whitlock building could be repaired and painted at the ADA parking spaces. **Mr. Patterson** said that he would get an update from the Public Works Director and find out what the plan is to repair and repaint the curbing. **Ms. Allery** asked if we could get the Public Works Director to come to a future board meeting. **Mr. Patterson** said he wasn't able to make it to this meeting, but he will ask about the Public Works Director availability moving forward.

0:22:57      **6. Discussion regarding handicap designated parking at 3127 National Parks Hwy, Carlsbad NM (Tractor Supply)**

**Mr. Patterson** said he and Trysha visited the subject site and the ADA parking close to the entrance needs to be repainted. The markings on the pavement are faded and hard to see. There are no signs for these spaces that indicate ADA accessibility. **Mr. Patterson** said that the Planning office will ask the property owner to re-mark the spaces, and the board could also issue a letter to the property owner regarding the spaces. **Ms. Pinching** said it would be better if the Planning Department could take care of it rather than the board. **Mr. Kirby** suggested the board write a letter in conjunction with the Planning department. **Ms. Allery** asked how many ADA spaces are in place at this location. **Mr. Patterson** said there are numerous spaces. **Ms. Tackett** said she has witnessed numerous businesses using ADA parking areas to place inventory for sale. **Ms. Ortiz** said that Tractor Supply was doing this along with the other businesses at this location. **Ms. Allery** said that having upright ADA parking signs are helpful because drivers are always able to tell what type of parking space is available, even when the pavement markings are faded.

0:28:16      **7. Public comments regarding items for the October agenda**

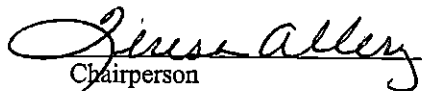
**Ms. Ortiz** asked if they still want to pursue inviting the Public Works Director to a future meeting. **Ms. Allery** said yes. **Mr. Kirby** asked if they could begin honor local businesses for ADA accessibility like

they used to years ago. **Ms. Allery** asked how they honor the businesses. **Ms. Pinching** said there was a certificate that the board would hand out to a business every month. The business would be honored based on how well they accommodate ADA accessibility. **Ms. Allery** said that they could honor perhaps more than one business per month. **Mr. Patterson** asked if businesses were nominated by the public or the board members. **Ms. Pinching** said that anyone could recommend a business. **Ms. Allery** said maybe they could also post something on the City's Facebook, and she also asked about the flyer that the board designed over a year ago that has yet to be displayed at any City building. **Mr. Patterson** said it should be displayed currently. **Ms. Allery** said she got the impression that the City wanted control of the flyer and that the City was not to handing them out to any businesses. **Mr. Patterson** said that he would follow up on that. **Ms. Allery** said there's not a lot of people that know about this board, and that you only find out about it unless you're asked to serve on the board. **Ms. Tackett** said that she had heard of this board in a flyer at the North Mesa Senior Center. **Ms. Remler** said she has a concern about the lack of an ADA parking space at the Hearing Aid business on 219 S. Canyon Street. **Ms. Allery** asked if they could park behind the building. **Mr. Patterson** said that the parking in the alley is probably for employees. **Ms. Tackett** said she has to park on Greene Street in that ADA parking space in order to be able to exit her vehicle properly. She said there is a handicap space near the business, but it's not usable for her. **Ms. Allery** said that there's handicap parking on all the corners in the downtown. **Ms. Tackett** said she has to exit her vehicle out onto the street and it's not safe. **Mr. Patterson** said these handicap parking spaces on the corners are not accessible for Ms. Remler because she has to exit out the back of her vehicle. **Ms. Remler** said its scary coming out of her vehicle into a lane of traffic. **Ms. Allery** said she didn't realize that proper ADA parking spaces are not possible in the middle of the block in the downtown because of the angled design of the spaces. **Mr. Kirby** said downtown parking is not good. **Ms. Tackett** said they changed the parking angles to get more parking spaces there. **Mr. Patterson** said the parking in the downtown is always difficult to figure out. **Ms. Allery** said she was largely unaware of the difficulties that people using wheelchairs and scooters may experience when it comes to accessibility and parking. She is learning all of this while taking care of her mother, who is using a wheelchair currently. **Ms. Remler** asked if they could get an update on all of the issues that have been reported at the board meetings. **Ms. Remler** said you have to allow yourself room on the side of your vehicle if your ramp is on the side as well as having your ramp on the rear.

0:56:17

**8. Adjourn**

**Mr. Kirby** motions to adjourn; **Ms. Tackett** seconded the motion. The vote was as follows: Yes-- **Ms. Allery, Mr. Kirby, Ms. Pinching, and Ms. Tackett.** No—None. Absent— **Ms. Boatwright, Mr. Pfeifer, and Ms. McKibben.** Abstained—None. The motion carried.

  
Chairperson

10-13-2023  
Date