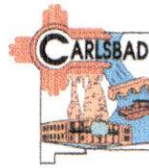


MINUTES OF THE REGULAR MEETING OF THE

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

Friday, October 13, 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, October 13, 2023 at 10:30 AM
Janell Whitlock Municipal Complex
114 S. Halagueno St.
GoToMeeting ID: 864-473-725
US Phone: (646) 749-3122 Access Code: 864-473-725

1. Roll call of voting members and determination of quorum
2. Approval of Agenda
3. Approval of Minutes from the Meeting held September 8, 2023
4. Discussion of sidewalk repairs
 - a. Any concerns to report to the board
 - b. Public comment
5. Review of repairs noted by board and status
6. Approval of ADA Friendly business to recognize
7. Discussion of November presentation
8. Public comments regarding items for the November agenda
9. Adjourn

FOR INFORMATION ONLY

Disability Advisory Board agendas and meeting minutes are available on the City website:
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, November 17, 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., OCTOBER 13, 2023 AT 10:30 A.M.**

VOTING MEMBERS PRESENT:

Teresa Allery	Board Chairperson
Deborah Pinching	Vice Chairperson
Tom Kirby	Board Member
Machell Tackett	Board Member
Carrie Boatwright	Board Member (Virtual)

VOTING MEMBERS ABSENT:

Mike Pfeifer	Board Member
Rawnie McKibben	Board Member

EX-OFFICIO MEMBERS PRESENT:

Jeff Patterson	Planning Director
Trysha Ortiz	Planning Deputy Director

OTHERS PRESENT:

Vanessa Ornelas	Planning & Zoning Secretary
Ann L. Halford	Citizen
Jerry Remler	Citizen
Tarrant Blake	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 [10:31:26 AM]**

0:00:02 **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.**

0:00:46 **2. Approval of Agenda**

Ms. Pinching made a motion to approve the Agenda; **Mr. 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.

0:01:11 **3. Approval of Minutes from the Meeting held September 8, 2023**

Ms. Tackett 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.

0:02:50 **4. Discussion of sidewalk repairs**

Ms. Allery asked if the board needs to send a follow-up letter to Tractor Supply regarding the Handicap Sign. **Mr. Patterson** said he would like to give the property owner more time to respond. **Ms. Allery** mentioned the flyer the board prepared stating the meetings are scheduled for the first Friday of each

month, needs to be corrected due to inaccuracy. **Mr. Patterson** stated he has already made those changes and has resubmitted the corrections for approval. **Ms. Allery** stated the Disability Advisory Board has submitted many sidewalk issues to Public Works over the last year and a half. She asked **Mr. Patterson** if there had been any discussion or updates. **Mr. Patterson** stated he has not received an update. **Ms. Allery** mentioned they would still like to speak to someone from the Public Works Department at the next meeting. **Mr. Patterson** said he would request an appearance again from the Director of Public Works or the Supervisor of the Street Department. **Ms. Allery** asked if there were any new sidewalk issues they needed to add to the list. **Ann Halford** mentioned two bad spots on the North Canal's East side between Plum and Orchard. **Ms. Allery** mentioned this may cause an injury to any disabled person. **Tarrant Blake** said she would like to resubmit a request with pictures for the sidewalk on the East side of South Halagueno, between Fox St. and Greene St. **Ms. Ortiz** mentioned this has been submitted to the "311" system. She said she will follow up. **Ms. Allery** mentioned they should place cones around the area until they can get it fixed. **Ms. Blake** also stated that the vehicles are still parking on the sidewalk at the welding business on the southeast corner of West Greene St. and South Halagueno. She said this is causing all foot and scooter traffic to go into the street to get through, thus causing a larger hazard for the persons and vehicle traffic. **Ms. Allery** mentioned that if a problem is presented maybe that discussion should also include a possible solution. She said she believed if the parking was parallel with South Halagueno, then that may keep the vehicles off the sidewalk. **Ms. Blake** stated, that in the meantime, this issue could be cause for a lawsuit that will be towards the City because the City is allowing this issue to continue because law enforcement is not ticketing the violators. **Mr. Kirby** mentioned a street bumper may help with the issue. **Mr. Patterson** stated he has spoken to the business owner about the issue but he has yet to see any changes. **Ms. Allery** inquired about how the board could go about getting the parking changed to parallel parking and possibly posting some temporary signage stating the changes. **Mr. Patterson** stated they could make a proposal to the City Administration office for approval. **Ms. Allery** asked if the fence was permitted. **Mr. Patterson** said he would look into it. **Ms. Allery** made a recommendation to the City Administration to change the on-street parking at the property located at 302 S. Halagueno. **Mr. Patterson** said he would draw up some revised parking maps for the Disability Board to vote on. He said once a choice is made, he will then submit the revision to City Administration for approval.

0:27:50 **5. Review of repairs noted by board and status**

Ms. Allery stated she had reviewed the issues that had been mentioned at previous meetings. She asked if anyone had noticed any improvements that had been made. **Mr. Patterson** mentioned that Facility Maintenance is going to switch the automatic door opener on the front doors as well as add an automatic door opener to the door entering the main office of the Planning, Engineering, and Regulations Department. He also mentioned the sidewalk on the backside of our building would be changed as well, which will include a ramp so that it is ADA compliant. **Ms. Allery** asked if anyone was aware if the library made the necessary changes to their accessible doors. **Mr. Kirby** stated they do not always work, which could be because they may forget to turn on the switch. **Mr. Patterson** also mentioned the Recreation Center has been slowly improving the issues mentioned during the tour. He also stated the parking lot at the Alejandro Ruiz Senior Center has been updated.

[Carrie Boatwright joined the meeting]

0:39:22 **6. Approval of ADA Friendly business to recognize**

Ms. Allery asked if anyone had any businesses they would like to recognize for being ADA-compliant. **Ms. Pinching** presented some certificate ideas for the board to vote on. **Mr. Patterson** also presented some certificates he found that might have been used in the past. **Ms. Blake** would like to present the owner of Ooy's Express with a Recognition Certificate for being very attentive to their disabled customers. **Ms. Allery** asked if anyone else had any recommendations. **Ms. Pinching** said she would like to present one to McAlister's Deli for the same reasons.

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

0:58:06

7. Discussion of November presentation

Ms. Allery mentioned still wanting to speak to someone from Public Works. She also asked the board members if they had anyone in mind they would like to speak to. Ms. Allery said she believes it would be beneficial to hear from the new Council Commissioners after they are sworn in January 2024. Ms. Allery asked what process would need to be taken to change the meeting dates from monthly to every other month. She said being that there are no other City facilities to tour, the board is running out of items to discuss. She states this change would also give time between meetings for Public Works to complete some of the sidewalk issues. Ms. Pinching said she would like to continue a monthly meeting because they want to present awards to businesses every month. Mr. Kirby mentioned that it could be done every two months instead. Ms. Ortiz mentioned they could always present two awards every other month as well.

1:07:12

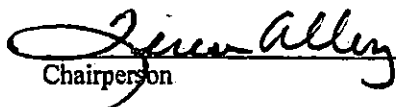
8. Public comments regarding items for the November agenda

Ms. Pinching reminds the attendees to take notes when they see an issue so they can present it at the next meeting.

1:08:54

9. Adjourn

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


Chairperson

12-8-2023
Date