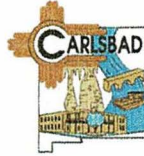


MINUTES OF THE REGULAR MEETING OF THE

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

Friday, December 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, December 8, 2023 at 10:30 AM

Janell Whitlock Municipal Complex

114 S. Halagueno St.

GoToMeeting ID: 680-141-165

US Phone: +1 (872) 240-3412 Access Code: 680-141-165

1. Roll call of voting members and determination of quorum
2. Approval of Agenda
3. Approval of Minutes from the Meeting held October 13, 2023
4. Presentation from the City of Carlsbad Building Inspector regarding accessibility-building codes
5. Discuss sidewalk repairs
 - a. Any concerns to report to the board
 - b. Public comment.
6. Review of listed concerns and repair needs shared by the Board and recognition of repairs completed by the City
7. Discussion and Approval of ADA Friendly Business Award design
8. Approval of ADA Friendly business to recognize
9. Consider changing the meeting schedule to bi-monthly meetings
10. Consider approval of the 2024 Disabilities Advisory Board meeting dates
11. Public comments regarding items for the January agenda
12. 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, January 12, 2024, 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., DECEMBER 8, 2023 AT 10:30 A.M.**

VOTING MEMBERS PRESENT:

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

VOTING MEMBERS ABSENT:

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

EX-OFFICIO MEMBERS PRESENT:

Jeff Patterson	Planning Director
Trysha Ortiz	Planning Deputy Director

OTHERS PRESENT:

Jennifer Campos	Planning & Zoning Executive Secretary
Nick Sullivan	City Building Inspector
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 [10:31:40 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.**

0:03:40 **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. Allery, Mr. Kirby, Ms. Pinching, and Ms. Tackett.** No—None. Absent— **Ms. Boatwright, Mr. Pfeifer, and Ms. McKibben.** Abstained—None. The motion carried.

0:04:08 **3. Approval of Minutes from the Meeting held October 13, 2023**

Ms. Pinching made a motion to approve the Minutes; **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.

0:06:50 **4. Presentation from the City of Carlsbad Building Inspector regarding accessibility-building codes**

Mr. Sullivan inquired about what questions the board had that they would like answered. **Ms. Allery** asked what the requirements are regarding accessibility in residential housing. **Mr. Sullivan** explained

there is currently not a building code that would force a developer to comply with Accessibility requirements as far as residential housing. He mentioned he had a brief discussion with a local developer. The developer explained that homes are built to order. **Mr. Sullivan** also mentioned that a developer is not likely to build a handicap-accessible home and hold it in the hopes that a disabled person would purchase the home promptly after building. **Ms. Allery** asked if the city could influence developers to build a certain percentage of the homes in a new subdivision to be ADA-compliant. **Mr. Sullivan** explains that they cannot require developers to do so because they are built-to-suit. If a disabled person was interested in purchasing a home, a developer could work with the potential buyer to alter the specs to suit the needs of the buyer. **Ms. Allery** asked where she could find information on what the city does require when building a home. **Mr. Sullivan** said that he could provide that information at her request. **Ms. Blake** mentioned she would like to see more purchasing options for disabled persons other than River Bend Retirement Community, which is currently our only designated community for disabled persons. **Mr. Kirby** mentioned that there is a company out of Albuquerque, Universal Designs, which designs floor plans to fit the needs of most able-bodied and disabled persons. **Mr. Sullivan** is willing to have a discussion to request an ordinance change to see the request through. **Ms. Tackett** asked if the city was able to ask that developers offer an ADA-compliant floor plan to all potential buyers regardless of the need, just so that they could be aware there is an option for an unforeseen future. **Mr. Patterson** asked Mr. Sullivan if there were specific requirements for wall plug heights and counter heights. **Mr. Sullivan** explains that the electrical code does stipulate receptacle and switch heights and the building code does have different requirements for handicap buildings. He mentions that the codes are different for residential buildings compared to commercial structures. Alterations could be made to the design of a residence, but it is not a mandated rule that residential buildings abide by handicap building codes. **Ms. Allery** asked if it were possible to request some of our local developers to come and listen to the concerns of the Disability Advisory Board. **Mr. Patterson** said he would look into it. He asked that the board get a list of questions and requests together beforehand.

0:34:57 **5. Discussion of sidewalk repairs**

Ms. Allery asked if there are any plans to have the North Canal Bridge re-striped. **Mr. Patterson** said he would get a timeline. **Mr. Kirby** asked why the area in front of the Museum was blocked off. **Ms. Ortiz** mentioned they are working on the landscape but is not sure what the timeline is for completion. **Ms. Blake** mentions the city needs to stripe multiple speed bumps around town because they are not visible at night.

0:49:11 **6. Review of listed concerns and repair needs shared by the Board and recognition of repairs completed by the City**

Ms. Allery asked if we had any updates. **Mr. Patterson** said he has not received an update from the Public Works Director.

0:51:25 **7. Discussion and Approval of ADA-Friendly Business Award Design**

Mr. Patterson presented some visual options to the board and they discussed a design they liked and would like to alter the wording on a specific certificate.

1:07:12 **8. Approval of ADA Friendly business to recognize**

Ms. Allery mentioned Ms. Pinching had a business she would like to recognize. **Ms. Pinching** mentioned recognizing McAlister's and El Nopal.

1:01:33 **9. Consider changing the meeting schedule to bi-monthly meetings**

Ms. Tackett mentioned she is concerned that if there were no quorum meetings then it would be 4 months until the next meeting. **Mr. Kirby** mentions that it would cause the meetings to be longer and time-consuming.

Ms. Tackett made a motion to continue meeting monthly; **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.

1:03:07 **10. Consider approval of the 2024 Disabilities Advisory Board meeting dates**

Ms. Ortiz double-checked the dates to ensure there would be no conflicts with the dates provided. She mentions meetings will be on the second Friday of every month at 10:30.

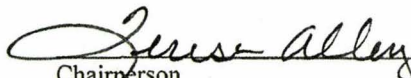
Ms. Pinching made a motion to approve the 2024 Disabilities Advisory Board meeting dates; **Mr. Kirby** seconded the motion. The vote was as follows: **Yes— Ms. Allery, Mr. Kirby, Ms. Pinching, and Ms. Tackett.** No—None. Absent— **Ms. Boatwright, Mr. Pfeifer, and Ms. McKibben.** Abstained—None. The motion carried.

1:04:27 **11. Public comments regarding items for the January agenda**

Ms. Pinching would like to prepare a list of resources for Disabled persons to have access to on the City of Carlsbad web page.

1:09:25 **12. Adjourn**

Mr. Kirby made a motion to adjourn; **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.


Chairperson

1-12-2024
Date