

**LINKED MINUTES OF A REGULAR MEETING OF THE VETERANS MEMORIAL  
ADVISORY BOARD OF THE CITY OF CARLSBAD, NEW MEXICO, HELD IN THE  
PUBLIC WORKS BUILDING ON MAY 20, 2026, AT 4:30 P.M.**

|          |                |               |
|----------|----------------|---------------|
| Present: | Tom Larison    | Chairman      |
|          | James Prentiss | Vice Chairman |
|          | John Wixom     | Board Member  |
|          | Kelly Wixom    | Board Member  |
|          | Steve Angell   | Board Member  |
|          | Kay Hill       | Board Member  |
|          | Paul Hill      | Board Member  |

Absent:

|               |                   |                           |
|---------------|-------------------|---------------------------|
| Also Present: | Jalynn Dominguez  | Open Meetings Act Manager |
|               | Michael Hernandez | Parks Superintendent      |

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

0:00:21      **1. ROLL CALL AND DETERMINATION OF QUORUM**

Roll was called, determining the presence of a quorum.

0:00:42      **2. APPROVAL OF MEETING MINUTES – APRIL 15, 2026**

0:00:49      **MOTION**

The motion was made by Mrs. Wixom and seconded by Mrs. Hill to approve the meeting minutes from April 15, 2026

0:01:15      **VOTE**

The vote was as follows: Yes - Larison, Prentiss, Angell, Hill, Hill, Wixom, Wixom; No - None; Absent - None; the motion carried.

0:01:29      **3. DISCUSSION REGARDING VETERANS ACTIVITIES**

**Mrs. Wixom** informed the Board that the Veterans of Foreign Wars of the United States (VFW) and the American Legion will place flags at the cemetery on Monday, May 25, in observance of Memorial Day. **Mr. Larison** stated anyone wishing to assist with placing flags should meet at Sunset Garden Cemetery at 6:00 a.m. on Monday, May 25. He added the flags will need to be removed on Tuesday, May 26. **Mr. Larison** reported he met with Mayor Lopez and it was decided the VFW, American Legion, Veterans' Memorial Advisory Board, and the Honor Guard would each appoint two representatives to attend a meeting on Wednesday, May 27. He said the purpose of the meeting is to coordinate future celebrations and encourage collaboration among all organizations involved. He noted the parade route will also be discussed as part of

planning for next year's celebration. **Mr. Angell** asked whether anyone could participate in the parade. **Mr. Larison** responded that participation is open to everyone.

0:10:09 **4. DISCUSSION OF FOUNDATION FINANCIAL REPORT**

**Mr. Larison** reported there have been no changes to the financial report and the current balance remains at \$87,237.00. **Mr. Hill** stated the foundation is expected to receive additional funds in the near future. **Mr. Larison** added he recently met with the Marketing Manager at Bud Board, and they plan to meet again next week to tour the park. He also noted Bud Board will be donating to the foundation. **Mrs. Hill** stated Bud Board will also be providing advertising support.

0:12:13 **5. DISCUSSION OF DONATIONS AND SPONSORSHIPS**


**Mr. Larison** stated the purpose of the discussion was to address potential changes and the parade route, noting that these topics are closely tied to sponsorship opportunities. He added creating a strong program, including possible speeches or presentations, could help attract larger crowds. **Mrs. Wixom** asked whether there would be any activities planned for the Fourth of July celebration. **Mr. Larison** responded this board will have limited involvement unless assistance is specifically requested. **Mr. Larison** reported there has been some response regarding boats, but nothing has been finalized at this time. He also stated he met with the former manager at Fletcsi, who guided where mannequins could be obtained. **Mr. Larison** said he met with an individual regarding a misspelling on one of the bricks. He stated he would ensure the issue is corrected and resolved.

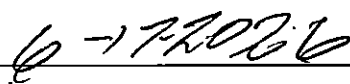
0:16:16 **6. UPDATE ON THE BENCH THAT WAS PLACED AT THE VETERANS' PARK**

**Mr. Larison** stated Mayor Lopez removed the park bench from Veterans' Park and recommended that formal criteria and procedure be established for future bench placements. He added that he would draft a formal policy outlining the criteria and approval process for the placement of park benches within Veterans' Park. **Mrs. Wixom** asked whether the bench had been approved by anyone prior to being placed in the park or if it had simply been installed without authorization. **Mrs. Hill** responded that the bench had been placed in the park without prior approval. **Mr. Angell** said he was responsible for getting the helicopter at the park and asked if it could be maintained.

0:26:06 **Adjourned**

With no further business to discuss, **Mr. Larison** declared the meeting adjourned at 4:55 PM.

  
\_\_\_\_\_  
Tom Larison, Chairman

  
\_\_\_\_\_  
Date