

**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 JUNE 17, 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 Armendarez	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.

0:00:09 **1. ROLL CALL AND DETERMINATION OF QUORUM**

Roll was called, determining the presence of a quorum.

0:00:39 **2. APPROVAL OF MEETING MINUTES – MAY 20, 2026**

Mr. Prentiss said on item 6, the minutes referenced Mr. Prentiss speaking, but it was Mr. Larison who was speaking.

0:02:13 **MOTION**

The motion was made by Mrs. Wixom and seconded by Mrs. Hill to approve the meeting minutes from May 20, 2026 with the correction made

0:02:23 **VOTE**

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

0:02:47 **3. DISCUSSION REGARDING VETERANS ACTIVITIES**

Mr. Larison stated one of the engraved bricks contained a spelling error. He said after speaking with the engraver, it was determined the best course of action would be to provide the family with a replacement brick. **Mrs. Wixom** asked whether the board has any involvement with the Veterans Service Officer who visits Carlsbad. **Mr. Larison** explained the board maintains contact with a Veterans Service Officer and can connect individuals with those services as needed. **Mrs. Wixom** asked whether there was a way to better promote the availability of the Veterans Service Officer when they are in Carlsbad. **Mr. Larison** said they can discuss it. He discussed the bronze service dog statue project. **Mr. Prentiss** stated Wren remains interested in assisting the board with

obtaining a statue. **Mr. Larison** explained the original concept was to install a bronze service dog statue accompanied by bronze puppies. He stated he would provide the board with an update on the status of the project at the next meeting.

0:10:00 **4. DISCUSSION OF FOUNDATION FINANCIAL REPORT**

Mr. Larison said the current balance of the financial report is \$87,317.00.

0:13:22 **5. DISCUSSION OF DONATIONS AND SPONSORSHIPS**

Mr. Larison reported he has not had any success locating a Navy boat to place at the park. He stated he found one company in Florida willing to sell a riverboat with a Zodiac. **Mr. Prentiss** asked where the company was located. **Mr. Larison** responded it is based in Florida. **Mrs. Hill** asked what a Zodiac boat is. **Mr. Larison** explained it is a low-profile inflatable boat commonly used by the military. **Mr. Angell** asked why a John boat similar to those used during the Vietnam War could not be used instead. **Mr. Larison** said he has not been able to locate one. **Mrs. Hill** asked for an update on the search for anchors. **Mr. Angell** stated he has not been able to locate one.

0:13:52 **6. DISCUSSION AND SUMMARY OF THE MEETING HELD WITH THE VETERANS OF FOREIGN WARS OF THE UNITED STATES (VFW), HONOR GUARD, AND AMERICAN LEGION**

Mr. Larison reported the meeting was very productive. He stated representatives from every local veteran's organization attended, with the exception of the American Legion, whose representatives participated by phone. **Mr. Larison** explained the group discussed several activities and issues affecting veterans in the community. He noted when citizens have veterans-related concerns, they often contact the VFW or the American Legion, while the Veterans Memorial Committee has historically had little involvement in those matters. He said the organizations agreed to work together to improve communication and collaboration. **Mr. Larison** stated the participants agreed they have the right individuals representing their organizations and citizen input, along with participation from the City, is important. He explained the Veterans Memorial Board can serve as a liaison through its City representatives, while the other veterans' organizations can provide financial support and additional resources. **Mr. Larison** reported the VFW has agreed to provide a meeting location. He said the Carlsbad Veterans Advisory Group will host the meetings, invite representatives from all veterans' organizations, and encourage City personnel to attend. **Mr. Larison** said one of the primary topics discussed was education and increasing public awareness of the various veterans' organizations and committees within the community. **Mr. Prentiss** stated his primary goal in attending the meeting was to learn, and he felt that goal was accomplished. He said many of the attendees shared similar concerns regarding veterans' issues in Carlsbad. **Mrs. Hill** asked whether the group was affiliated with the Veterans Memorial Park. **Mr. Larison** said it is not.

0:29:18 **7. REVIEW AND DISCUSSION OF THE BENCH PLACEMENT PROCEDURE AT VETERANS PARK**

Mr. Prentiss presented a draft of the Veterans Memorial Bench Placement Guidelines for the Veterans Memorial Park. He reviewed the proposed bench styles, the maximum number of benches that may be installed within the park, and the eligibility criteria and application requirements for obtaining a memorial bench. **Mr. Prentiss** asked whether the City logo could be included on the application. **Mrs. Armendarez** stated she would discuss the request with City Administration and provide an update at the next meeting.

0:48:24

Adjourned

With no further business to discuss, Mr. Larison declared the meeting adjourned at 5:19 PM.

Tom Larison, Chairman

Date

DRAFT