



LOS ALAMOS

County of Los Alamos

Los Alamos, NM 87544
www.losalamosnm.us

Agenda - Final

Fuller Lodge Historic Districts Advisory Board

*Mark Rayburn, Chair; Becky Hardy, Vice Chair; Marjorie Bruell;
Hedy Dunn; Leslie Linke; and Jorge Maldonado*

Wednesday, March 1, 2017

5:30 PM

Fuller Lodge - Curtis Room

1. CALL TO ORDER/ROLL CALL

A. Board Members in Attendance

B. Introduction of Guests

2. PUBLIC COMMENT

This section of the agenda is reserved for comments from the public on items that are not otherwise included in this agenda.

3. PUBLIC HEARING(S)

A. None

4. FLHDAB BUSINESS (Items for Discussion and/or Possible Action)

A. Discussion and Possible Action - Minutes from February 1, 2017

[9145-17](#) Minutes from the Fuller Lodge Historic Districts Advisory Board Meeting(s) on February 1, 2017.

Attachments: [A - Draft Minutes for February 1, 2017](#)

B. Discussion and Possible Action - Text and Picture for a Possible Installation to Commemorate the Green Room

C. Presentation, Discussion and Possible Action - Jeff Segler of Boy Scouts of America Painting and Placement over the Fireplace in the Pajarito Room

D. Discussion and Possible Action - Selection of a Board Member to work with the Parks and Recreation Department of the Ashley Pond / Historic District Master Plan

5. FLHDAB STAFF COMMUNICATIONS

A. Chairman's Report

B. Staff Reports and Updates

i. Brief Discussion on the FY18 Work Plan

[9146-17](#) 2018 FLHDAB Work Plan

Attachments: [FLHDAB FY18 Work Plan - DRAFT New Attach B](#)

ii. Update on Historic District and Board Ordinance Change

iii. Update on Member Interview

6. INFORMATIONAL ITEMS

A. Date/Time for next meeting - April 5, 2017, 5:30pm @ Fuller Lodge, Throne Room

7. PUBLIC COMMENT

8. ADJOURNMENT

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the County Human Resources Division at 505-662-8040 at least one week prior to the meeting or as soon as possible.

Public documents, including the agenda and minutes can be provided in various accessible formats. Please contact the personnel in Community and Economic Development Department at 505-662-8293 if a summary or other type of accessible format is needed.



County of Los Alamos

Staff Report

March 01, 2017

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.:

Index (Council Goals):

Presenters:

Legislative File: 9145-17

Title

Minutes from the Fuller Lodge Historic Districts Advisory Board Meeting(s) on February 1, 2017.

Recommended Action

I move that the Board approve the Minutes for February 1, 2017.

Attachments

A - Draft Minutes for February 1, 2017

Fuller Lodge Historic District Advisory Board

February 1st, 2017 / 5:30

Attendance: Mark Rayburn, Chair
Leslie Linke
Jorge Maldonado

Visitors: Alvin Leaphart
Kevin Powers
Nancy Bartlett

1. Call to Order: 5:30 PM

2. Public Comment: None

3. FLHDAB Business:

A. Selection of Chair and Vice Chair: Chair: Mark Rayburn
Vice Chair Leslie Linke

Chair Linke Motioned to have Mark Rayburn continue as Chair / Maldonado Seconded.

Chair Rayburn Motioned to have Chair Linke as Vice Chair / Maldonado Seconded.

Unanimous Vote

B. Minutes: Linke, Vice Chair Moved to approve minutes with Changes
Member Maldonado 2nd motion Unanimous Vote

C. Farewell and Acknowledgement of Member Hardy and Member Bruell
Members did not attend. Wayne did send them both a note thanking them for their term and invited them to attend the meeting.

D. Green Room Plaque Installation: "The History of the Green Room in Fuller Lodge" by Peggy Pond Church. There was discussion on the wording of the plaque, and also discuss where in the Green Room this plaque will be placed as well as pictures. Wayne will contact someone from The Arts in Public Spaces regarding

Member Maldonado moved to approve the changes

Vice Chair Linke 2nd motion. Unanimous Vote

E. Recommendation to remove shed at Stone Cottage (Red Cross Building) Shed is in bad condition, full of rodents not on a foundation, not a value to the stone cottage. SHPO has concurred with this recommendation.

Member Maldonado moved to remove shed

Vice Chair Linke 2nd motion. Unanimous Vote

F. Changes to Fuller Lodge Board: Discussion:
Move to change the Board from 7 to 5

Change the Board name to "Historic Preservation Advisory Board"

Change the term from 4 to 3 years

Wayne past out a list of all the Boards that the County has, it explains the different terms and number of members. Most Boards are less than 4 years, and less than 7 members.

Chair Rayburn recommended 3 year terms. Possible new members, there are 2 new applications. Changes would need to go to Council.

Vice Chair Linke Motioned to make the changes

Member Maldonado 2nd motion.

Unanimous Vote

G. Recommendations for Downtown Historic District Boundaries

Wayne Kohlrust discussed the historic district; which includes area around Ashley Pond Park, Fuller Lodge, areas around it, and grass area off of 19th St. and Bathtub Row. There was discussion regarding the Post Office and the Community Building being included. Post Office belongs to the United State Post Office and the Community Building has had too much work done on it to keep it considered historic. After discussion the on the parking lot at Ashely Pond, Wayne recommended to keep it to avoid construction in that area in the future.

Member Maldonado moved to approve with amendments

Vice Linke 2nd motion.

Unanimous Vote

H. Selection of a Board member to work With Parks and Recreation Department

Chair Rayburn suggested that this be postponed until more members are brought in.

4. Chair Report

Chair Rayburn asked if there was any annual training available, research will be done to see if anything can be found.

5. Staff Report: None

A. Fuller Lodge and Museum Projects Updates:

Wayne Kohlrust said that project is 99% complete. Plumber is working on snow melt system. Nancy Bartlett questioned status about chairs and sound system. Wayne explained that they are waiting on funding on the sound system, and need to access the 3rd floor to get the chairs.

B. FY18 Work Plan

Discussion will take place in March. Wayne will send before March meeting so that there will be time to review.

6. Informational Items

A. Date / Time of Next Board Meeting

The Next Board Meeting will be on Wednesday March 1, 2017 in The Throne Room at Fuller Lodge.

7. Public Comment: None

8. Adjournment 7:10

Member Maldonado motioned the adjournment

Vice Chair Linke 2nd the motion Unanimous motion



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March 01, 2017

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Agenda No.:

Index (Council Goals):

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Legislative File: 9146-17

Title

2018 FLHDAB Work Plan

Recommended Action

I move to approve the Work Plan as amended in todays meeting.

Attachments

A. 2018 FLHDAB Work Plan



FY18 Work Plan for Los Alamos County Boards and Commissions

(Fiscal Year 2018: July 1, 2017 – June 30, 2018)

Board and Commission Name: Fuller Lodge Historic Districts Advisory Board

Date Approved by FLHDAB: March 1, 2017 **Date approved by Council:** TBD, 2017

Prepared by: Wayne Kohlrust, Staff Liaison, Mark Rayburn, FLHDAB Chair

This work plan will be accomplished in the following time frame: July 1, 2017 to June 30, 2018

Chairperson: Mark Rayburn

Term: January thru December 2017

Members and terms:

Mark Rayburn
Leslie Linke
Jorge Maldonado
Tbd
Tbd

Feb 1 2015 thru Jan 31 2019 – 2nd term
Oct 1 2016 – Sep 30 2020 – 2nd term
Dec 10 2014 thru Dec 9 2018 – 1st term

Department Director: Philo Shelton, Public Works Director

Work plan developed in collaboration with Department Director?(Y/N?) Y

Staff Liaison: Wayne Kohlrust, Project Manager

Administrative Support provided by: Adrienne Lovato, Community and Economic Development Dept.

Council Liaison: Pete Sheehey **Reviewed by Council Liaison?** Not at the time the Board approved it but the 3-member Council group reviewed the Work Plan

1.0 Provide a brief Summary of your Board or Commission’s activities over the past twelve months. Please describe your Board or Commission’s accomplishments and identify constraints. List any “lessons learned” and identify the greatest challenges faced by the Board or Commission.

- 1.1 Assisted with the approval of the Fuller Lodge Phases 2-4 and Historical Museum Renovations, including replacing the existing interior elevator
- 1.2 Reviewed the Board Organization and made suggested changes to Council to be considered for approval – reducing the Board members from 7 to 5, reducing the terms from 4 to 3 years, changing the name from the Fuller Lodge Historic Districts Advisory Board to a more comprehensive Historic Preservation Advisory Board.
- 1.3 Began working through the potential list of historic places within the County.

1.3.1 Lesson Learned – recruiting for the Board proved to be a challenge, hence the changes listed in 1.2 above.

2.0 Describe the future work plans for this Board or Commission using the following items and showing the relationship to those items: *(Please remember that Council approval of this work plan does not constitute official Council approval of proposed projects, assignments, or anticipated recommendations included in this work plan that have budget implications.)*

2.1 List any special projects or assignments given to this Board or Commission by Council or the Department director:

- 2.1.1 Request from Council to develop plans to support the MPNHP efforts as information comes about.

2.2 List the guiding documents/plans (with approval or revision dates listed) used by this Board or Commission.

- 2.2.1 County Ordinance

2.3 Other projects/assignments proposed by the Board or Commission: *(Any projects or activities proposed in this section should be discussed with the Council Liaison prior to listing it in this work plan.)*

- 2.3.1 Continuing work on the MPNHP
- 2.3.2 Identification of historic areas and places in the County
- 2.3.3 Continuing work on the Historic District Campus, including signage
- 2.3.4 Potential nomination for a trail in White Rock
- 2.3.5 Final determination of the Downtown Historic District

3.0 Identify any interfaces for the goals/tasks in this work plan with County Departments and other Boards and Commissions. Specify the coordination required.

- 3.1 Coordinate signage for the District Campus – coordinate with the Main Street/Downtown Committee, potentially Planning and Zoning, National Park Service, Community and Economic Development, Traffic Division, parks and Recreation/Open Space Division, County Manager’s Office representative for the MPNHP
- 3.2 Work with the Parks and Recreation Department on work at Ashley Pond and the to-be-determined Downtown Historic District.
- 3.3 Identification of historic areas and places within the County – P&Z, Council

4.0 List any special public information or involvement meetings or efforts to be conducted by this Board or Commission:

- 4.1 Depends on activity listed in 3 above. Interfaces may be needed with Planning and Zoning, Transportation Board, and/or Parks and Recreation Board(s). The lead Board/Commission will need to develop a Public Involvement and Information Plan (PIIP). It may fall to the FLHDAB.

5.0 List the current subcommittees for this Board or Commission. For subcommittees with members that are not members of the parent board or commission, List the subcommittee members and their terms. Explain how sub- committee members are selected or appointed. Provide a description of each subcommittee’s charter or purpose. Describe the expected duration for the subcommittee and their work plan(s) demonstrating how they support the Board or Commission:

- 5.1 Coordinate with the Parks and Recreation Department on work in the Downtown Historic District. Appoint a Board member to work with the Department.

Attachment A: Provide a copy of your Board or Commission’s “Purpose” and “Duties and Responsibilities” from Chapter 8 of the County Code:

CHAPTER 8 - ARTICLE III - FULLER LODGE/HISTORIC DISTRICTS ADVISORY BOARD

Sec. 8-51. - Purpose.

A Fuller Lodge/historic districts advisory board is established in order to make recommendations to the planning and zoning commission, variance board and county council regarding the protection, preservation and enhancement of places, sites, areas, buildings, structures and other objects within the corporate boundaries of the incorporated county having a special character or special historic, architectural or cultural interest or value, and to initiate and conduct research and investigations relating to them.

(Ord. No. 02-078, § 2, 10-3-2006)

Sec. 8-52. - Membership, terms and qualifications.

The Fuller Lodge/historic district advisory board shall be composed of seven citizens competent and informed in the historic, architectural and cultural traditions of the community. Members shall be appointed for staggered terms of four years.
(Ord. No. 02-078, § 2, 10-3-2006)

Sec. 8-53. - Duties and responsibilities.

The Fuller Lodge/historic districts advisory board shall serve in an advisory capacity to the county council and shall have the following functions, responsibilities and duties:

- (1) Inspections, investigations and recommendations regarding any sites, buildings, structures or areas within the county which the Fuller Lodge/historic districts advisory board has reason to believe are or will become important historic, architectural or cultural landmarks; and
- (2) Making of recommendations to the county council regarding:
 - a. Policies for the use and management of Fuller Lodge, including: user fees, charges, control of events during which alcoholic beverages are served, security, replacement of fixtures and furnishings, and maintenance of Fuller Lodge;
 - b. Compliance with all federal, state and county laws, regulations, codes, ordinances and resolutions applicable to Fuller Lodge and other important historic, architectural or cultural landmarks owned or controlled by the county;
 - c. Use of proceeds from grants or any historic building improvement tax approved by voters of the county at any general election or special election called for that purpose following the adoption of a resolution pursuant to the Historic Building Improvements Act, NMSA 1978, §§ 4-55b-1 to 4-55b-5 (1993 Supp.);
- (3) Make such recommendations as reasonably necessary on historic preservation issues to the planning and zoning commission, variance board, and county council, including but not limited to, site plans and variance requests in historic districts.
- (4) Provide citizen input to staff and council on ways and means for improving the county's historic preservation program. For this purpose, the board shall gather public input in ways appropriate to the circumstances, which may include public hearings dedicated to specific topics.
- (5) Recommend ways to involve and educate the community on historic preservation issues.
- (6) Such other activities, duties and responsibilities related to Fuller Lodge or the historic districts as may be assigned by the county council.

(Ord. No. 02-078, § 2, 10-3-2006)

Attachment B: Using the chart below, place an X in the column on the right if the Council Goal is related to the work of the _____ Board or Commission:

Mark all that apply

Economic Vitality		
	<u>Economic Vitality:</u>	
	<ul style="list-style-type: none"> • Priority Area – Build the local tourism economy 	
	<ul style="list-style-type: none"> • Priority Area - Revitalize and eliminate blight in Los Alamos and White Rock 	
	<ul style="list-style-type: none"> • Promote a strong and diverse economic base by encouraging new business growth 	
	<ul style="list-style-type: none"> • Collaborate with Los Alamos National Laboratory as the area's #1 employer 	
	<u>Financial Sustainability</u>	
	<ul style="list-style-type: none"> • Encourage the retention of existing businesses and assist in their opportunities for growth 	
	<ul style="list-style-type: none"> • Support spinoff business opportunities from LANL 	
	<ul style="list-style-type: none"> • Significantly improve the quantity and quality of retail business 	
Quality of Life		
	<u>Housing:</u>	
	<ul style="list-style-type: none"> • Priority Area -- Promote the creation of a variety of housing options for all segments of the Los Alamos Community, including infill opportunities as appropriate 	
	<ul style="list-style-type: none"> • Priority Area -- Support development of affordable workforce housing 	
	<u>Education:</u>	
	<ul style="list-style-type: none"> • Support Los Alamos Public Schools' goal of ranking among the top public schools in the nation 	
	<ul style="list-style-type: none"> • Partner with Los Alamos Public Schools and the University of New Mexico – Los Alamos; and support, as appropriate, the delivery of their educational services to community standards 	
	<u>Quality Cultural and Recreational Amenities:</u>	
	<ul style="list-style-type: none"> • Implement a comprehensive range of recreational and cultural amenities that enhance the Los Alamos community 	
	<u>Environmental Stewardship:</u>	
	<ul style="list-style-type: none"> • Enhance environmental quality and sustainability balancing costs and benefits including County services and utilities 	
	<u>Mobility:</u>	
	<ul style="list-style-type: none"> • Maintain and improve transportation and mobility 	

Quality Governance		
	<u>Operational Excellence:</u>	
	<ul style="list-style-type: none"> • Priority Area – Implement the Comprehensive Plan with an emphasis on neighborhoods and zoning 	
	<ul style="list-style-type: none"> • Priority Area – Simplify permit requirements and improve the overall development and building code processes to become easier to work with for all participants 	
	<ul style="list-style-type: none"> • Maintain quality essential services and supporting infrastructure 	
	<ul style="list-style-type: none"> • Invest in staff development to create a high performing organization 	
	<ul style="list-style-type: none"> • Manage commercial growth well following an updated, concise, and consistent comprehensive plan 	
	<ul style="list-style-type: none"> • Establish and implement a mechanism for effective Utility policy setting and review 	
	<u>Communication:</u>	
	<ul style="list-style-type: none"> • Improve transparency in policy setting and implementation 	
	<ul style="list-style-type: none"> • Create a communication process that provides measurable improvement in citizen trust in government 	
	<u>Intergovernmental Relations:</u>	
	<ul style="list-style-type: none"> • Strengthen coordination and cooperation between County government, LANL, and the regional and national partners 	
	<ul style="list-style-type: none"> • Actively pursue land transfer opportunities 	