



LOS ALAMOS
where discoveries are made

FY20 Work Plan for Los Alamos County Boards and Commissions

(Fiscal Year 2020: July 1, 2019 – June 30, 2020)

Board and Commission Name: Historic Preservation Advisory Board (HPAB)

Date Board Approved: April 3, 2019 **Date Approved by Council:** TBD

Prepared by: Members of the Historic Preservation Advisory Board and County Staff

This work plan will be accomplished in the following time frame: July 1, 2019 to June 30, 2020.

Chairperson: Leslie Linke, Chair

Members and terms:

Leslie Linke	Oct 1 2016 thru Sep 30 2020 – 2nd term
Patrick Moore	May 2, 2017 thru May 1, 2020 - 1 st term
Nancy Bartlit	Oct. 1, 2017 thru Sep. 30, 2020-1 st term
Michelle Murillo	May 2, 2017 thru May 1, 2020-1 st term
Jonathan Creel	May 2, 2017 thru May 1, 2020-1 st term

Department Director: Paul Andrus, Director, Community Development Department

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

Staff Liaison: Barbara Lai

Administrative Support provided by: Barbara Lai

Council Liaison: Katrina Schmidt

Reviewed by Council Liaison? ____

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.

- The County of Los Alamos and the HPAB completed an application to the United States Department of Interior, National Parks Service to become a Certified Local Government (CLG). In August 2018, the CLG designation was approved by the Department of Interior. With designation as a CLG, the County of Los Alamos is eligible to apply for Historic Preservation state and federal grants.
- The Board continued to work with Heather McClenahan, Candace Matelic, and Donna Braden on completing the Fuller Lodge Interpretive Plan. The Board held many work sessions and completed a listing of priorities to implement the Plan.
- The HPAB has three new Board members with the appointment of Nancy Bartlit, Jonathan Creel, and Michelle Murillo. Nancy Bartlit brings with her an extensive background in historic preservation in Los Alamos, including previous experience on this Board.

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:

- Continue to have a representative support the implementation of the Tourism Strategic Plan.
- Support the implementation of the Fuller Lodge Interpretive Plan. Assist in planning, fabricating, and installing interpretive features. Apply for local (MainStreet), state and federal grants to fund implementation projects.

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

- The County Boards and Commissions Ordinance, the Historic Preservation Ordinance, and the Historic Preservation Advisory Board 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.) To assist with Council review of the work plans, please list the B&C's proposed projects or assignments in priority order.

- Formalize a local historic district(s).
- Begin work on identifying historic districts, landmarks, trails, buildings in the County for local designation. Prioritize the list and apply for state and/or federal grants for studies.
- Continue and expand the Board's education and outreach program.
- The HPAB has prioritized the top Fuller Lodge interpretive ideas as follows:
 - a. County designate a Building Steward/Manager. The HPAB previously endorsed this item as a very important component of keeping Fuller Lodge safe, secure, in good repair, and running smoothly.
 - b. Revise/add interpretive wayside signage.
 - c. Photo memories station – residents can upload photos, stories, materials.
 - d. Furnish a hotel room - display a hotel room from The Lodge (a hotel and restaurant after World War II, closed in 1966).
 - e. Immersive audio-visual experience (AR [available] holograms [if available in practice]) in Pajarito Room.
 - f. County assessment of all areas.
 - g. Map out storage area between the Pajarito and Green Rooms.
 - h. Establish notification procedure for Fuller Lodge users of storage area setup.
 - i. Clean rooms and move items out that are not needed.
 - j. Present available options for interpretive exploration (to whom?)
 - k. Prepare materials for Fuller Lodge guided or self-guided tours (laminated gallery guides for borrow, printed tour booklet/brochure, available as App.)

It is the Boards intention to apply for grants to fund the projects.

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.

- Continue participation in the Tourism Strategic Planning effort and interface with the Tourism Implementation Task Force, as needed.
- Attend Art in Public Places and Historical Society Board meetings.
- Coordinate facilities maintenance projects with PW Project Managers and Parks and Recreation staff.

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

- To protect the public's interests and concerns, HPAB will focus on extensive public outreach to develop a resident-driven Historic Preservation agenda through:
 - a. conducting public meetings to hear what the community desires for historic preservation activities as the budget permits;
 - b. publishing newspaper articles explaining any and all activities on the HPAB;

- c. appearing at public events to engage and educate the community as to the purpose of the Board as well as to increase community involvement in all historic preservation issues, i.e., Board members and the liaison shall provide information at select Thursday morning, *Community Market* and Friday evening, *Concerts at the Pond*; and,
- d. holding public hearings as the budget permits.

- One HPAB meeting will focus on historic preservation and information each year.
- The Board will discuss HPAB Ordinance revisions at a monthly meeting.

5.0 List the current subcommittees for this Board or Commission.

5.1 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:

Not applicable.

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

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 HPAB Board:

Communication and Transparency	
Ongoing Improvement in Communication and Transparency in County Policy Setting	
Increasing the Amount and Types of Housing Options	
This includes a variety of housing options for all segments of the community, from affordable, entry level, and live-work housing to new options for those interested in downsizing or moving closer to central areas of the community.	
Enhancing Support and Opportunities for the Local Business Environment	
This includes appropriate support for existing businesses, growing new businesses, and supporting technology start-ups and spin-offs.	
Addressing Long-Term Building Vacancies in Key Areas of Our Community	
Land availability in Los Alamos County, and in particular the downtown areas, is limited and there is a desire to work towards better utilization, opportunities for new businesses, and improved aesthetics.	
Protecting and Maintaining Our Open Spaces, Recreational, and Cultural Amenities	
Los Alamos County open spaces and cultural attractions are greatly valued by the community provide opportunities for recreational and economic growth; appropriately allocating resources to ensure their health and sustainability is important to our citizens.	X
Supporting Social Services Improvement	
Behavioral, mental and physical health and social services are important quality of life components; there are key areas where appropriate types and levels of county support could help address current needs.	
Investing in Infrastructure	
Appropriately balancing maintenance of existing infrastructure with new investment in county utilities, roads, facilities and amenities will help improve environmental stewardship, sustainability, and quality of life.	
Planning for Appropriate Levels of County Services	
Making sure we understand the level of services our citizens want will allow us to make appropriate investments in processes and staff to achieve them.	