



LOS ALAMOS

County of Los Alamos

Los Alamos, NM 87544
www.losalamosnm.us

BCC Agenda - Final

Historic Preservation Advisory Board

*Elizabeth Martineau, Vice-Chair; Patrick Moore; Patrick Cruz;
Loretta Weiss; and Carrie Gregory, Members*

Wednesday, April 3, 2024

5:30 PM

1000 Central Avenue
Room 110

NOTE: This meeting is in-person and open to the public. However, for convenience, the following Zoom meeting link and/or telephone call in numbers may be used for public viewing and participation:

Join Zoom Meeting: <https://us06web.zoom.us/j/85643774828>

Meeting ID: 856 4377 4828

Or, Telephone: 1 669 900 6833 US or 1 719 359 4580 US or 1 253 205 0468 US or 1 253 215 8782 US

1. CALL TO ORDER/INTRODUCTIONS

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. HISTORIC PRESERVATION ADMINISTRATIVE BUSINESS

A. Approval of Agenda

- B. [18494-24](#) Historic Preservation Advisory Board (HPAB) Minutes for February 7, 2024

Attachments: [A - Draft Minutes for February 7, 2024](#)

C. Introduction of new HPAB Members and election of Chair and Vice Chair

4. PRESENTATIONS

- A. [18603-24](#) Presentation of Bathtub Row Utility Improvement Project from Karen Henderson, Los Alamos County, Senior Engineer

Attachments: [A - Presentation Bathtub Row Reconstruction Project](#)

5. DISCUSSION AND ACTION ITEMS

- A. [18495-24](#) Review and Approval of the draft HPAB 2024 Work Plan

Attachments: [A - Draft HPAB 2024 Work Plan](#)

- B. [18496-24](#) Overview of HPAB Member Handbook

Attachments: [A - HPAB Handbook Contents and Digital Access](#)

6. BOARDS/DEPARTMENT COMMUNICATIONS

- A. Staff's Report
- B. Chair's Report
- C. Board Liaison's Report
- D. Council Liaison's Report

7. PUBLIC COMMENT

8. NEXT MEETING(S)/FUTURE AGENDA ITEMS

May 1, 2024

9. 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

Los Alamos, NM 87544
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Staff Report

April 03, 2024

Agenda No.: B.
Index (Council Goals):
Presenters:
Legislative File: 18494-24

Title

Minutes from the Historic Preservation Advisory Board Meeting on February 7, 2024.

Recommended Action

I move that the Board approve the Minutes for February 7, 2024.

Attachments

A - Draft Minutes for February 7, 2024



MINUTES

Historic Preservation Advisory Board

February 7, 2024 – 5:30 P.M.

*Audio and Video of this meeting can be accessed at:
<http://losalamos.legistar.com/Calendar.aspx>*

1. CALL TO ORDER / INTRODUCTIONS

Chair Laurent called the meeting to order at 5:35 PM.

Members Present:

Steven Laurent, Chair
Elizabeth Martineau, Vice Chair
Loretta Weiss, Member
Robert Dryja, Member

Members Absent:

Nancy Bartlit, Member

Staff Present:

Sobia Sayeda, Planning Manager
Desirae J. Lujan, Associate Planner

Council Liaison:

Suzie Havemann

2. PUBLIC COMMENT

None.

3. HISTORIC PRESERVATION ADMINISTRATIVE BUSINESS

A. Approval of Agenda

VICE CHAIR MARTINEAU MOVED TO APPROVE THE AGENDA; SECONDED BY MEMBER DRYJA. AGENDA APPROVED.

B. Historic Preservation Advisory Board (HPAB) Minutes, January 3, 2024, Meeting

Corrections to the draft minutes were conveyed and acknowledged by staff.

MEMBER WEISS MOVED TO APPROVE THE MINUTES AS AMENDED; SECONDED BY MEMBER DRYJA. MINUTES APPROVED AS AMENDED.

4. DISCUSSION AND ACTION ITEMS

A. Approval of the HPAB 2024 Work Plan

Chair Laurent suggested that the Board work through Work Plan item by item. The Board agreed. Ms. Sayeda stated that staff will ensure that the Table listing the Members and their terms is updated accordingly before being presented to County Council. It was communicated that the Work Plan template has changed. It is being formatted to be fillable, so it is not available to use tonight, but staff will transfer the language onto the new template when available.

The Board discussed the Work Plan by section, and using the draft Work Plan, and referencing the new Work Plan template, provided staff with responses for each. Some areas were identified where staff would expand the language, and others where Board Members would provide text.

MEMBER WEISS MOTIONED FOR STAFF TO CLEAN UP THE WORK PLAN, PER TONIGHT'S DISCUSSION, AND THE BOARD WILL REVIEW AND APPROVE NEXT MONTH AT THE MARCH 6 MEETING; SECONDED BY VICE CHAIR MARTINEAU. APPROVED, 3-0.

5. BOARD/DEPARTMENT COMMUNICATIONS

A. Staff's Report

Ms. Sayeda shared that staff has received seven (7) applications for potential HPAB members. Interviews are being scheduled for next week with the Staff Liaison, Board Chair, and Council Liaison. The Board was informed of the process. Ms. Sayeda stated that she would work to get them on the Council's Agenda as soon as possible.

It was mentioned that that some of the Board Members had attended or listened to the City of Santa Fe's Historic Board meeting. They shared the topic of discussion and expressed interest in attending or listening to future meetings regarding the demolition of buildings near the New Mexico State Capitol. Member Weiss stated that the meeting could be a good training opportunity for new members.

Ms. Sayeda shared agenda items proceeding to Planning and Zoning Commission on February 14, 2024, and staff initiatives to create internal checklists for accepting, processing, and reviewing applications.

B. Chair's Report

Chair Laurent provided a follow up to grants discussed at the last meeting, specifically applying for the Cultural Properties Restoration Fund Grant. He stated that he wrote a letter to the State Historic Preservation Office (SHPO), and their response was that our request does not fit this grant program. They recommended that the county, instead, apply for the CLG Grant Program.

Chair Laurent submitted the mentioned correspondence into the record.

The Board discussed financing options.

C. Board Liaison Report

D. Council Liaison Report

6. PUBLIC COMMENT

No comment.

7. NEXT MEETING(S)/FUTURE AGENDA ITEMS

A. March 6, 2024

Finalize and approve Work Plan.

8. ADJOURNMENT

7:33 PM



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Staff Report

April 03, 2024

Agenda No.: A.
Index (Council Goals):
Presenters:
Legislative File: 18603-24

Title

Presentation of Bathtub Row Utility Improvement Project from Karen Henderson, Los Alamos County, Senior Engineer

Attachments

A - Presentation Bathtub Row Reconstruction Project

Bathtub Row Reconstruction Project

Historical Advisory Board

Incorporated County of Los Alamos
Public Works Department

April 3, 2024

LOS ALAMOS

Supports Council Strategic Goals

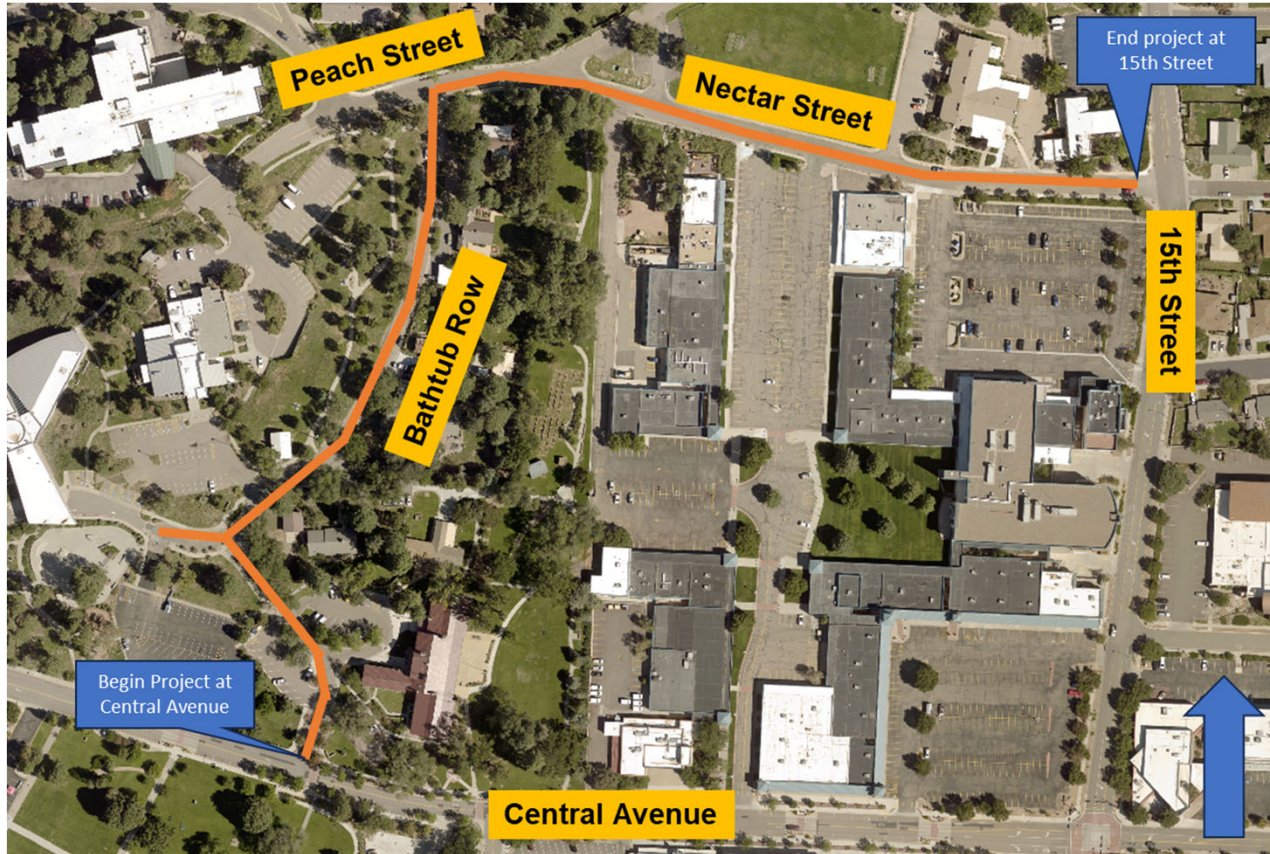
- Economic Vitality
- Quality of Life
- Operational Excellence



Project Goals

- Roadway & Drainage Improvements
 - Pavement Condition Improvements
 - Pavement Condition Index (PCI) = 29 to 50 (43), Marginal to Poor Range
 - Work in accordance with the County's 2020 Pavement Preservation Policy
 - Pedestrian & ADA Improvements
- Utility Improvements
 - Replace/Rehabilitate Water and Sanitary Sewer infrastructure
- Electrical Lighting and Broadband Improvements
 - Update and Improve Lighting around Bathtub Row
 - Install Broadband Conduit

Project Location



Project Scope - Roadway

Bathtub Row & Nectar Roadway Improvements

- **Roadway Improvements**
 - Remove and Replace the pavement section, i.e asphalt, base and subgrade
 - Restructure the Intersection of Bathtub Row and Juniper Street
 - Remove and Replace targeted concrete infrastructure
 - Curb, gutters, sidewalks, driveway, and ADA curb ramps for ADA accessibility
- Fuller Lodge Parking Lots Improvements
- Little Theater Sidewalk Improvements

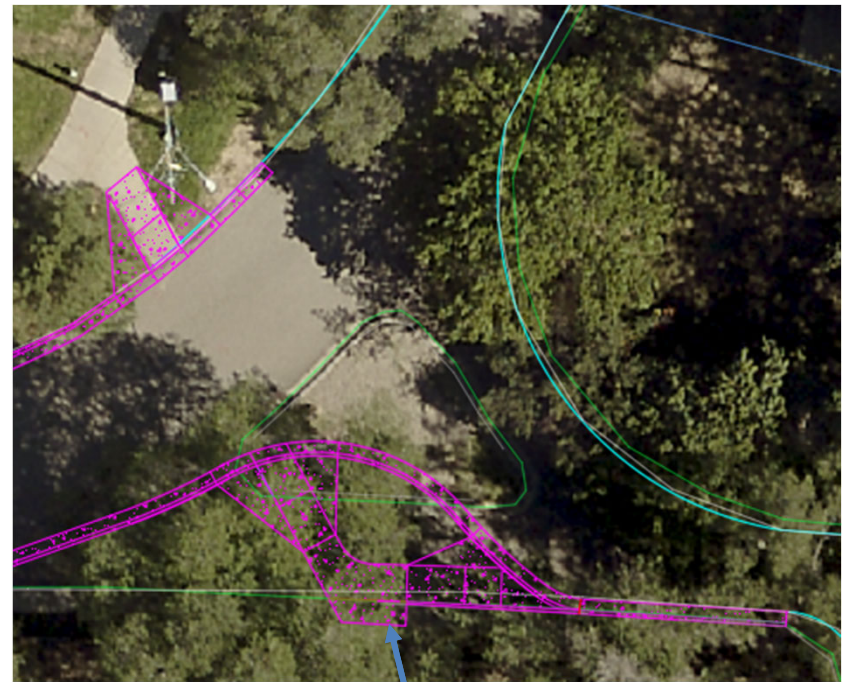
Suitable staging area under evaluation

Bathtub Row / Juniper Street

EXISTING INTERSECTION
with small concrete triangle island



PROPOSED INTERSECTION
Remove island and add pedestrian
crossing with ADA ramp



Match Existing Sidewalk

Project Scope – Utilities

Bathtub Row, Nectar St, and 15th St

- Water Transmission Line, Main Water Line and Lateral Connections.
 - Replace existing water line with new 14” ductile iron & 12” PVC lines. The replacement line will be within ROW
 - Provide new connections from main water line to meter
 - Updating water valves and connections point in the water system dating back 1940 / 1950 era
- Sanitary Sewer
 - Replacement of 8” Along Bathtub Row including new service connection

Project Schedule & Budget

- Advertise for Bids – June 2024
- Award Construction Contract – late July 2024
- Start of Construction – Fall 2024
- Project Completion – Summer 2025
- FY 2025 Funding & Budget
 - ▶ Budget \$2,720,000 (Roadway) CIP
 - ▶ Budget \$2,822,000 (Utilities)

Project Coordination

Los Alamos County Environmental Services

- ▶ Trash Pickup

Atomic City Transit

- ▶ Routes

Los Alamos Historical Preservation Advisory Board

- ▶ Fuller Lodge Parking Lots Improvements
- ▶ Little Theater Sidewalk Improvements

LA Public Schools

- ▶ School Bus Routes

Mail Delivery/UPS/FedEx

- ▶ Will be maintained during construction

Los Alamos Historical Society

- ▶ Los Alamos History Museum

Los Alamos Art Council

Los Alamos Art Center

Central Park Square Business Area

Project Challenges & Concerns

- ▶ Traffic Management
 - ▶ Vehicular, bicycle & pedestrian access dependent on sequence and phasing of construction
 - ▶ Evaluating temporary one-way scenarios or full closures of roadway sections for safety and expedited construction
 - ▶ Traffic control signs & devices to be utilized for traffic routing, detours, egress/ingress
- ▶ Work Hours: To be determined, typically 7:00 AM- 5:00 PM
 - ▶ County Noise Permit required for any work proposed from 9:00PM to 7:00AM
- ▶ Dust Control: Maintained daily with water truck
- ▶ Coordination of Events
 - ▶ Fuller Lodge
 - ▶ Los Alamos Arts Council

Public Information & Involvement

- ▶ T-Board & Public Meeting – March 7, 2024
 - ▶ Public comments due on March 14, 2024
- ▶ Historical Preservation Advisory Board Presentation- April 3, 2024
 - ▶ Public comments due on April 12, 2024
- ▶ Before Start of Construction
 - ▶ Notices will be sent to the local media
 - ▶ Flyers will be distributed to those adjacent to the project boundaries informing them of the start of construction and the initial traffic management plan
- ▶ Ongoing Notifications During Construction
 - ▶ Traffic conditions and changes will be distributed through a Traffic Conditions email distribution list and to the media through the Cone Zone
 - ▶ Institutions & residents directly impacted by temporary construction disruptions or changes will receive door hangers 48 hours in advance
 - ▶ Please leave your contact information if you're interested in receiving weekly traffic updates

Comments / Contacts:

Please submit all comments by **April 12, 2024**, to:

Public Works Department

1000 Central Avenue, Suite 160

Los Alamos, NM 87544

or

Phone: (505) 662-8150; Email comments to:

lacpw@lacnm.us

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Questions?



THANK YOU!

The Public Works Department staff thanks you for taking time out of your busy schedule to participate in the design and construction of this important public project!



County of Los Alamos

Staff Report

April 03, 2024

Los Alamos, NM 87544
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Agenda No.: A.
Index (Council Goals):
Presenters:
Legislative File: 18495-24

Title

Approval of HPAB 2024 Work Plan

Recommended Action

I move to approve the Historic Preservation Advisory Board's 2024 Work Plan.

Attachments

A - Draft HPAB 2024 Work Plan

Board or Commission Name:

Date Prepared:

Date Approved by Council:

Prepared By:

Purpose:

The purpose of the work plan is to provide a detailed outline of tasks, activities, timelines, and resources required by this Board or Commission to achieve its annual goals. The purpose of most boards is to gather public input, to review policy recommendations by staff when requested, and to make policy recommendations to the County Council.

Process Timeline:

November: County Council Strategic Planning

December: Boards and Commissions review and develop work plans (sole item on December agenda)

January: Finalize and submit work plans for Council review.

Due Date: February 1

Time Frame: This work plan will be accomplished in the following time frame:

January 1, 2024, through December 31, 2024.

Members: List members, term start and end dates, and term number.

Member	Start/End Dates	Term (1st or 2nd)

Chairperson:

Department Director:

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

Staff Liaison:

Administrative Support:

Council Liaison:

Work plan reviewed by Council Liaison? (Y/N)

1.0 Previous Calendar Year Work Plan Highlights

1.1 List the top five activities for the previous calendar year.

1.1.1

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1.1.2

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1.1.3

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1.1.4

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1.1.5

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1.2 List the top five accomplishments for the previous calendar year.

1.2.1

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1.2.2

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1.2.3

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1.2.4

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1.2.5

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1.3 List the lessons learned for the previous calendar year.

1.3.1

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1.3.2

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1.3.3

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1.3.4

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1.3.5

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2.0 Calendar Year 2024 Work Plan

2.1 List any special projects or assignments given to this Board/Commission by Council or the Department Director.

2.1.1

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2.1.2

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2.1.3

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2.1.4

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2.1.5

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2.2 List other projects and/or activities being proposed by this Board/Commission, in priority order.

2.2.1

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2.2.1

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2.2.2

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2.2.3

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2.2.4

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2.2.5

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2.3 List the guiding documents or plans used by this Board/Commission.

2.3.1

3.0 Identify interfaces with County departments and/or other Boards/Commissions that are necessary to achieve this work plan.

3.1

3.2

3.3

3.4

3.5

4.0 List any special events this Board/Commission plans to participate in that will support this work plan.

4.1

4.2

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4.3

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4.4

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4.5

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5.0 List active Working Groups within this Board/Commission, if any, along with the purpose and member names of each one.

5.1

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5.2

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5.3

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5.4

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5.5

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Attachment A

Place an X in the column on the right if the Council priority is related to the work of the Board or Commission:

Quality Governance	
Quality governance is participatory, consensus-oriented, transparent, accountable, effective, efficient, and responsive to the present and future needs of stakeholders.	
Communication and Engagement	
Inform, educate, and solicit feedback from the community and boards and commissions on County projects, policies, and priorities to promote a culture of open communication and collaboration and foster exceptional customer service.	
Intergovernmental, Tribal, and Regional Relations	
Collaborate and problem-solve with the County’s major employers; community partner organizations; neighboring Pueblos; and regional, state, and national governmental entities.	
Fiscal Stewardship	
Maintain fiscal sustainability, transparency, and compliance with applicable budgetary and financial regulatory standards.	
Operational Excellence	
Operational excellence involves having structures, processes, standards, and oversight in place to ensure that effective services are efficiently delivered within available resources and that services continuously improve.	
Effective, Efficient, and Reliable Services	
Deliver customer-focused, accessible, reliable, and sustainable services to the community through sound financial management, collaborative decision-making, and efficient implementation.	
Infrastructure Asset Management	
Evaluate the County’s assets and infrastructure and prioritize funding to first maintain and protect those investments and second to inform new investments.	
Employee Recruitment and Retention	
Attract and employ diverse and highly qualified staff; retain staff through development opportunities, compensation, and benefits; and promote staff to address increasingly complex challenges.	
Economic Vitality	
Economic vitality encompasses the ability of the community to diversify, develop, grow, and sustain the many elements necessary for a local economy to flourish.	
Housing	
Increase the capacity for new housing development and the amount and variety of housing types to meet the needs of a changing and growing population, particularly middle- and lower-income households.	
Local Business	
Encourage the retention of existing businesses, facilitate the startup of new businesses, and assist in opportunities for growth.	
Downtown Revitalization	
Revitalize the downtown areas of Los Alamos and White Rock by facilitating development opportunities in accordance with the downtown master plans.	
Tourism and Special Events	
Sponsor special events, support major employer and community events, and promote tourism by enhancing amenities, utilizing facilities and contract services, and encouraging overnight stays.	
Community Broadband	
Provide community broadband as a basic essential service that will enable reliable high-speed internet services throughout the County at competitive pricing.	

Quality of Life	
Quality of life is a reflection of general well-being and the degree to which community members are healthy, comfortable, welcomed, included, and able to enjoy the activities of daily living.	
Health, Wellbeing, and Social Services	
Improve access to behavioral, mental, and physical health and social services and amenities to address identified issues and promote wellbeing in the region.	
Diversity, Equity, and Inclusivity	
Promote diversity, equity, and inclusivity through community awareness training, targeted events, and expanded opportunities for diverse interests.	
Mobility	
Improve and expand access to, and all-ability accommodations for, alternative modes of travel including public transit, cycling, and walking amenities and services.	
Educational, Historical, and Cultural Amenities	
Promote educational and cultural opportunities, in coordination with community partners, and provide for the preservation and restoration of historic buildings and the protection of archaeological sites.	
Open Space, Parks, and Recreation	
Manage County open space and maintain and improve parks and recreation facilities, trails, and amenities as defined by adopted plans and approved projects.	
Public Safety	
Ensure overall community safety through proactive and sustained implementation of police, fire hazard mitigation, and emergency response plans.	
Environmental Stewardship	
Environmental stewardship is the responsible use and protection of the natural environment through active participation in conservation efforts and sustainable practices in coordination with community and organizational partners.	
Natural Resource Protection	
Take actions to protect the wildlife and wildland interface, safeguard water, and mitigate tree loss in the community.	
Greenhouse Gas Reduction	
Establish targets for achieving net-zero greenhouse gas emissions and integrate sustainability and resiliency practices into County policies and operations.	
Carbon-Neutral Energy Supply	
Achieve carbon neutrality in electrical supply by 2040 through diversified carbon-free electric sourcing and phase out natural gas supply by 2070 through energy-efficient, all-electric buildings.	
Water Conservation	
Reduce potable water use and increase non-potable water use and water harvesting for irrigation where suitable.	
Waste Management	
Manage waste responsibly by diversion of solid waste from landfills through recycling, re-use, composting, and waste reduction programs and zero-waste education campaigns; and pursue efficient long-term solutions for disposal of solid waste.	



County of Los Alamos

Staff Report

April 03, 2024

Los Alamos, NM 87544
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Agenda No.: B.
Index (Council Goals):
Presenters:
Legislative File: 18496-24

Title

Overview of HPAB Member Handbook

Attachments

A - HPAB Handbook Contents and Digital Access

Historic Preservation Advisory Board Member Handbook Contents:

- 2024 HPAB Member Roster
- Los Alamos County Code, Chapter 8, Article III. Historic Preservation Advisory Board (“Board Established”)
- NM Certified Local Government Program Manual
- Los Alamos County Code, Section 16-9. Historic Protection Overlay Zone District (HP-O)
- Los Alamos County Code, Chapter 16-75, Legislative Procedures
- Los Alamos County Code, Chapter 16-73, Administrative Procedures
- Los Alamos County Code, Chapter 16-74, Quasi-Judicial Procedures
- CLG- NM Historic District and Landmark Act, 2019
- FY24 HPAB Work Plan Approved
- Inventory of Federal and State Designated Historic Sites
- Fuller Lodge Interpretive Plan
- Historical Information of LA Memorial Rose Garden

Digital Access:

<https://acrobat.adobe.com/id/urn:aaid:sc:VA6C2:bda6dfd7-dac8-425a-8511-cebf381e259e>