

Board or Commission Name: Historic Preservation Advisory Board

Date Prepared: 3/6/24

Date Approved by Council:

Prepared By: HPAB

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 (primary 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)
Loretta A. Weiss	5/1/2023-4/30/2026	1
Vice Chair - Elizabeth Martineau	5/1/2023-4/30/2026	1
Carrie J. Gregory	5/1/2023-4/30/2026	1
Patrick J. Cruz	10/1/2023-9/30/2026	1
Patrick K. Moore	10/1/2023-9/30/2026	1

Chairperson: Elizabeth Martineau (Vice)

Department Director: Paul Andrus

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

Staff Liaison: Sobia Sayeda

Administrative Support: Desirae J. Lujan

Council Liaison: Suzie Havemann

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

1.0 Previous Calendar Year Work Plan Highlights

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

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| 1.1.1 | Communicated with the State Historic Preservation Office (SHPO) concerning acceptable changes to regulatory language applicable to a Historic Protection Overlay zone district. |
| 1.1.2 | Researched and discussed grant opportunities. |
| 1.1.3 | Received a presentation by the Los Alamos County Parks Superintendent regarding the construction of shade structures at Ashley Pond. The Board supported the project as presented. |
| 1.1.4 | Reached out to SHPO regarding 2024 grant opportunities and tax program. |
| 1.1.5 | Strengthened partnerships with Los Alamos County and non-profit organizations to accomplish Los Alamos County Council goals. |

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

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| 1.2.1 | Held a public hearing for an application by Los Alamos County to establish a Historic Protection Overlay zone district, and attended the Los Alamos Historical Society's Board meeting to provide information related to establishing a Historic Protection Overlay Zone. |
| 1.2.2 | Attended a City of Santa Fe Historic Districts Review Board Meeting. |
| 1.2.3 | Received training from State Historic Preservation Office (SHPO) staff. |
| 1.2.4 | Initiated a collection of documents relevant to oversight of Los Alamos historical properties into a formal "HPAB Reference Handbook"; this handbook will serve future HPAB boards during personnel transitions and will facilitate onboarding of new board members. |

1.2.5 Promoted and participated in Los Alamos Commerce and Development's 2024 Ambassador Program to welcome visitors.

1.3 List the lessons learned for the previous calendar year.

1.3.1 Increase engagement with owners of ranch school properties, and establish clearer guidelines for evaluating changes within the proposed historic district.

1.3.2 Improve onboarding and training for new members.

1.3.3

1.3.4

1.3.5

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 Finalize a Ranch School/Fuller Lodge District application and establish local district per Code.

2.1.2 Identify and propose historic landmarks in the county.

2.1.3 Contribute to ongoing discussions regarding the development of the Women's Dormitory building, and the Baker House.

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2.1.5

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

2.2.1 Create guidelines to implement Historic Preservation Ordinance to propose improvements and new construction within Ranch School/Fuller Lodge Historic District.

2.2.1 Advise in continued support of the implementation of the Fuller Lodge Interpretive Plan. Assist in planning, fabricating, and installing interpretive features.

2.2.2 Improve coordination with LANL Cultural Resources Specialists regarding identifying preservation treatment and promotion of resources, and review current lists of federal and cultural and historic sites, and LANL database to build an inventory of buildings and trails that meet the Federal and State Historic Ordinance criteria.

2.2.3 Review the new Sec. 16-9 Historic Protection Overlay in the revised Development Code.

2.2.4 Conduct outreach presentations to community organizations about historic structures or events.

2.2.5

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

- 2.3.1 Federal, State and Local Historic Ordinances;
Los Alamos County Code of Ordinances, Chapter 8, Boards and Commissions, Article III. Historic Preservation Advisory Board;
State of New Mexico Certified Local Government (CLG) Program Manual;
Historic Preservation Plan (September 2008);
Fuller Lodge Interpretive Plan (June 2018);
Los Alamos County Code of Ordinances, Chapter 16, Development Code, Section 16-9, Section 16-73(g-h), Section 16-74(d-f), and Section 16-75(b); and
The History of the Rose Garden (Updated July 2009)

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

- 3.1 Los Alamos Lodgers' Tax Advisory Board
- 3.2 Art in Public Places Advisory Board
- 3.3 Planning & Zoning Commission
- 3.4 Manhattan Project National Historical Park
- 3.5 MainStreet Futures Committee

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

- 4.1 HPAB is dedicated to public participation and will participate in community events as warranted.

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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.

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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.	X
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.	X
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.	X
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.	X
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.	X
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.	