

Board or Commission Name: Historic Preservation Advisory Board

Date Prepared: 1/28/26

Date Approved by Council:

Prepared By: Historic Preservation Advisory Board

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: January 7, 2026

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

January 1, 2026, through December 31, 2026.

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

Member	Start/End Dates	Term (1st or 2nd)
Patrick Cruz	10/1/2023 to 9/30/2026	1st
Carrie Gregory	5/1/2023 to 4/30/2026	1st
Loretta Weiss	5/1/2023 to 4/30/2026	1st
Elizabeth Martineau	5/1/2023 to 4/30/2026	1st
Vacant		

Chairperson: Patrick Cruz

Department Director: Elias Isaacson

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

Staff Liaison: Danyelle Valdez

Administrative Support:

Council Liaison: David Reagor

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

1.0 Previous Calendar Year Work Plan Highlights

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

1.1.1 The HPAB received presentations by the county and the public on HP issues, concerns, and related projects.

1.1.2 HPAB Members researched the history of the Los Alamos Post Office clock tower and the Romero Cabin homestead signage.

1.1.3 HPAB members received training from the New Mexico State Historic Preservation Officer's staff on Certified Local Governments

1.1.4 HPAB members attended meeting of other county boards, including Art in Public Places (APP), Parks and Recreation, and established coordination between overlapping projects where applicable, as well as attending meetings of the intra-board APP Homesteader's Working Group.

1.1.5 HPAB participated in May's Historic Preservation month activities to spread awareness of the board , its responsibilities, and some interesting ongoing projects and activities with the public.

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

1.2.1 The HPAB promoted Historic Preservation Month (May) activities by (1) updating our brochure, (2) writing a Historic Preservation Month Proclamation for the County, and (3) joining the Los Alamos Historical Society at their table during the Spring Arts & Crafts Fair.

1.2.2 The HPAB received the County's Manhattan Project-Era Dormitory Project and recommended the Planning and Zoning Commission approves the project.

1.2.3 HPAB members researched and prepared materials on the history of the Los Alamos Post Office clock and processes by which to install a new clock in response to a public inquiry.

1.2.4 The HPAB determined that the Fuller Lodge Interpretive Plan has been implemented fully and requires no further work. It has reached completion.

1.3 List the lessons learned for the previous calendar year.

1.3.1

The Historic Preservation Advisory Board (HPAB) should continue to strengthen its partnerships with the County and other regional organizations that support historic preservation efforts. Enhancing collaboration will improve coordination, resource sharing, and overall preservation outcomes.

There is also a clear need to raise awareness of the HPAB's presence, purpose, and responsibilities both within County government and among the broader public. Increased visibility will help ensure that preservation priorities are better understood and integrated into planning and development processes.

In addition, the County should consider funding a full-time or part-time Cultural Resource Specialist, either as an employee or through a contractual arrangement. This position would be responsible for conducting and completing a comprehensive historic sites survey and serving as a liaison between the County and the HPAB. Establishing this role would provide dedicated professional support to advance preservation goals and strengthen coordination across agencies and stakeholders.

2.0 Calendar Year 2026 Work Plan

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

2.1.1

HPAB is directed to participate in advisory board training coordinated by the Department, including instruction on board roles and responsibilities, effective meeting conduct, compliance with the New Mexico Open Meetings Act, and the importance of avoiding discussion of business before a meeting is called to order or after it has adjourned.

2.1.2

HPAB is directed to research and evaluate available federal and state grant funding opportunities related to the potential engagement of a cultural resource specialist. This assignment includes reviewing applicable Certified Local Government (CLG) requirements and standards, with specific attention to NMAC 4.10.10.19(G), and providing advisory input regarding eligibility, compliance considerations, and potential funding pathways.

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

2.2.1

Support efforts to fill HPAB membership vacancy positions and to maintain a fully staffed board membership.

2.2.2

The HPAB would like to better understand how the County identifies historic properties, determines efforts to historic properties by projects, follows the Secretary of the Interior's (DOI) Standards for the Treatment of Historic Properties, and communications determinations with the New Mexico State Historic Preservation Officer.

2.2.3

The HPAB would like to better understand the Historic Preservation Master Plan contract and support the project and its outcomes.

2.2.4

The HPAB thinks the County should employ or contract a Cultural Resources Specialist in order to better support their projects and initiatives and to implement the upcoming Historic Preservation Master Plan. The HPAB will review the State's Certified Local Government guidelines and apply for any available grants .

2.2.5

Continue to participate in Historic Preservation Month (May) activities in order promote historic preservation, to raise awareness of the presence of the board and its mission, and to encourage community participation and comment.
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2.2.6

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

- 2.3.1
- Los Alamos County Comprehensive Plan: Historic Preservation Plan section
 - Los Alamos County Code, Chapter 8, Article III. Historic Preservation Advisory Board
 - Los Alamos County Code, Chapter 16, Development Code, Sections 16-9, 16-73 (g-h), 16-74 (d-f), and 16-75 (b), covering Historic Protection Overlay Zone Districts
 - State of New Mexico Certified Local Government Program Manual (2020)
 - New Mexico Administrative Code, Chapter 3, Article 22. Historic Districts and Landmarks

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

- 3.1 The HPAB should continue to interface with the Community Development Department. This includes sharing the HPAB how the County deals with historic preservation issues and products generated by the Historic Preservation Master Plan contractor.
- 3.2 The HPAB should be introduced to the staff serving as the County's Cultural Resources Specialists and learn about their roles and responsibilities and how to better incorporate and align their activities with those of the HPAB.
- 3.3 Continued attendance with other County boards to gather information about ongoing county projects, concerns, activities, and to advocate for the HPAB's inclusion where applicable.
- 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 The HPAB is dedicated to participating in more community public events and activities which promote awareness of historic preservation, including activities associated with Historic Preservation Month (May) and the Manhattan Project National Historical Park.

4.2

Applying for any CGL grants that would enhance the County's mission for historic preservation.

4.3

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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

Cultural Resources Specialist Working Group. Carrie Gregory and Loretta Weiss will develop recommendations to the County Council about employing and contracting a Cultural Resources Specialist in order to support their the Council's projects and initiatives. review and understand the County's responsibilities uner the State's Certified Local Government guidelines, and develop applications for any available grants to support a new hire or contractor.

5.2

Community Outreach Working Group. Liz Martineau and Patrick Cruz will explore additional public outreach opportunities within the community such as additional county fairs where historic preservation and the presence of the HPAB within the County can be promoted.

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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.	X
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.	X
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.	