

EXECUTIVE

TEXAS HISTORICAL COMMISSION

AGENDA EXECUTIVE COMMITTEE

Videoconference meeting
AT&T Executive Education and Conference Center
Grand Salon ABC
1900 University Avenue
Austin TX 78705
April 26, 2021
2 p.m.

(or upon adjournment of the Historic Sites committee, whichever occurs later)

Pursuant to the Governor's March 16, 2020 suspension of certain provisions of the Texas Open Meetings Act due to the Coronavirus (COVID-19), the April 26, 2021 meeting of the Executive Committee will be held by videoconference as authorized under Texas Government Code section 551.127. The presiding officer and a quorum of the THC Executive Committee will be present at the above-posted physical location. The public is invited to attend via Zoom using the registration link provided or in person in accordance with the instructions below.

To attend by Zoom, registration is required: <http://bit.ly/april26thcmeeting>

For audio only access via telephone: 1(346) 248-7799 Webinar ID: 914 0970 3244

To attend in person: In accordance with policies of the meeting facility, facemasks are recommended to enter the building and remain on while in the common area. The THC strongly recommends mask use and social distancing throughout the property and during the meeting. The THC encourages any person experiencing symptoms of illness to attend by videoconference instead of in person.

Digital copies of the meeting materials will be available at www.thc.texas.gov/videoconferences after April 20, 2021. To obtain a recording of the meeting please contact esther.brickley@thc.texas.gov after April 30, 2021. The members may discuss and/or take action on any of the items listed in the agenda.

1. Call to Order
 - A. Committee member introductions
 - B. Establish quorum
 - C. Recognize and/or excuse absences
2. Consider approval of the February 2, 2021 Executive Committee meeting minutes
3. Consider adoption of amendments to Sections 26.3 and 26.22 of the Texas Administrative Code, Title 13, Part 2, Chapter 26 related to Practice and Procedure as published in the February 26, 2021 issue of the Texas Register (46 TexReg 1319-1325; Item 8.4F) – *Wolfe*
4. Discussion and possible action regarding the Historic Buildings and Structures Antiquities Permit #1081 for Repairing the Superstructure on Battleship Texas BB35, La Porte, Harris County (item 17.3) – *Graham/Woods-Boone*
5. Human Resources Update – *Miller*
 - A. Consider approval of Survey Focus Groups Action Plan (item 8.7)
 - B. Program activities and staffing update
6. Information technology update – *Miller*
7. Committee Chairman's Report
 - A. Ongoing Projects; and
 - B. Updates and Upcoming Events
8. Adjourn

NOTICE OF ASSISTANCE AT PUBLIC MEETINGS: Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, large print or Braille, are requested to contact esther.brickley@thc.texas.gov at least four (4) business days prior to the meeting so that appropriate arrangements can be made.

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MINUTES EXECUTIVE COMMITTEE Videoconference meeting February 2, 2021 3:43 p.m.

Note: For the full text of action items, please contact the Texas Historical Commission at P.O. Box 12276, Austin, TX 78711 or call 512-463-6100.

1. Call to Order

The meeting of the Texas Historical Commission (THC) Executive Committee was called to order by Chairman John Nau at 3:43 p.m. on February 2, 2021. He announced the meeting had been posted to the Texas Register and was being conducted as a videoconference meeting as authorized under Texas Government Code section 551.127 and pursuant to the Governor's executive order to avoid gatherings of more than ten and the Governor's March 16, 2020 suspension of certain provisions of the Texas Open Meetings Act.

A. Committee member introductions

Committee members present included:

Chairman John Nau	member Earl Broussard
Vice-Chairman John Crain	member Daisy White
Secretary Pete Peterson	

B. Establish quorum

Chairman Nau reported a quorum was present and declared the meeting open.

C. Recognize and/or excuse absences

No absences were reported.

2. Consider approval of Executive Committee meeting minutes

A. October 27, 2020

B. December 10, 2020

Commissioner John Crain moved, Commissioner Pete Peterson seconded, and the committee voted unanimously to approve the minutes from the October 27, 2020 and December 10, 2020 executive committee meetings.

3. Consider adoption of new rule to TAC, Title 13, Part 2, Chapter 26, section 26.28 related to the Removal of Designations for Privately or Publicly Owned Landmarks with changes to the text as published in the November 13, 2020 issue of the *Texas Register* (45 TexReg 8090-8091)

Executive Director Mark Wolfe explained that the proposed new rule created a process for removal requests of State Antiquities Landmark designations by referral to the Antiquities Advisory Board and the Commission, with provisions for appropriate public notice and comment. He further noted that four comments from individuals were received following posting of the proposed new rule. As a result, a 15- day notice requirement to owners of landmarks was extended to 30 days and the required newspaper notice for publicly owned landmarks would be required to be published in or near the county where the landmark is located, rather than the location where the applicant resides. Wolfe stated that the new rule was being presented for final adoption

with the above-mentioned changes. Chairman John Nau moved, Commissioner Daisy White seconded, and the committee voted unanimously to send forward to the Commission and recommend adoption of the new rule to the TAC, Title 13, Part 2, Chapter 26, section 26.28 related to the Removal of Designations for Privately or Publicly Owned Landmarks with changes to the text as published in the November 13, 2020 issue of the *Texas Register*.

4. Consider approval of dates/locations for 2021 and 2022 quarterly meetings

Proposed date and location changes for 2021-2022 were included in the commission meeting packets and were referenced by Wolfe in his summary. Among the various proposed changes, Chairman Nau noted the April 2021 meeting would likely be held via Zoom due to the lack of resolution regarding the ongoing COVID-19 pandemic. Should the pandemic abate by the July 2021 meeting, Chairman Nau expressed his desire to invite all THC staff to Austin for a reception following the July quarterly meeting in celebration of “surviving” the pandemic and the legislative session. Commissioner Peterson moved, Commissioner White seconded, and the committee voted unanimously to send forward to the full commission and recommend approval of the dates and locations for the 2021 and 2022 quarterly meetings as noted below.

2021

February 2–3, Austin

April 26–27, Austin

July 29–30, Austin or Tyler

October 28–29, Wichita Falls

2022

February 1-2, Austin

April 28–29, Plano

July 28–29, Big Spring

October 27–28, College Station

5. Consider approval of Hurricane Harvey Emergency Supplemental Historic Preservation Fund grant award in the amount of \$215,000 to alternate grant project Anaqua Home, 904 Commerce Street, Refugio, Refugio County

Wolfe reported the Anaqua Home in Refugio was being presented as an alternate grant project. He explained that the THC awarded 39 projects in May-July 2019 and identified eight alternate projects. He further noted that, as of November 2020, two of the approved projects, the First Church of Christ, Scientist, and the Jeddo School, had withdrawn from the program which left additional funds to award. Wolfe explained that two alternate projects were funded by the Commission at the October 2020 meeting which left \$253,544 available to fund another alternate project. He noted that the Anaqua Home in Refugio was next on the alternate list and the National Park Service had determined the building eligible for listing on the National Register. In closing, Wolfe stated that the owner had submitted a letter indicating interest in participating in the program.

Commissioner Crain moved, Commissioner Peterson seconded, and the committee voted unanimously to send forward to the full commission and recommend approval of \$215,000 in funding from the Hurricanes Harvey, Irma and Maria Emergency Supplemental Historic Preservation Fund grant program to the Anaqua Home, 904 Commerce Street, Refugio, Refugio County contingent on a formal National Register determination of eligibility by the National Park Service.

6. Consider approval of appointments and/or reappointments to the Texas Preservation Trust Fund Advisory Board (TPTF)

Wolfe explained that the TPTF advisory board assists the THC in screening the grant applications that the agency receives. He noted that the members were dedicated volunteers and provide the agency with valuable advice. He reported that four longstanding members recently resigned from the board to provide an opportunity for new members and a good number of members were interested in continuing to serve. Wolfe referred commissioners to their meeting packets for a list of individuals considered for new appointments and reappointments. Chairman Nau moved, Commissioner White seconded, and the committee voted unanimously to send forward to the commission and recommend approval of the reappointments of the following TPTF Advisory Board members:

- Doug Boyd, Archeologist (Place 1)

- Michael Strutt, Ph.D., Archeologist (Place 2)
- Barry Moore, Architect (Place 2)
- Jerre Tracy, Nonprofit Preservation Organization Director (Place 2)
- Jill Souter, Preservationist (Place 1)
- John Donisi, Attorney
- Douglas Newby, Real Estate Professional

Regarding new TPTF Advisory Board appointments, Commissioner Peterson moved, Commissioner White seconded, and the committee voted unanimously to send forward to the commission and recommend approval of the following new appointees:

- Susan Frocheur, Architect (Place 1)
- Margarita Araiza, Nonprofit Preservation Organization Director (Place 1)
- Emily Koller, Preservationist (Place 2)
- Heather McKissick, Bank or Savings and Loan Association Representative

7. Consider approval of revisions to the criteria for the Texas Historic Preservation Awards

Wolfe noted that the suggested revisions to two THC Preservation Awards, the John L. Nau, III Award of Excellence in Museums and the THC Award of Excellence in Historic Architecture, modify the purpose and requirements of the awards. History Programs Division Director Charles Sadnick further explained that the museum award revisions incorporated good practices promoted by the agency's Museum Services program and encouraged more fully developed nominations. He also noted that changes to the historic architecture award broadened the nominee pool by recognizing excellent work in preservation outside the previous confines of the award. Commissioner Peterson moved, Commissioner Crain seconded, and the committee voted unanimously to send forward to the Commission and recommend adoption of revisions to the THC Preservation Awards (Exhibit #1).

8. Consider approval of filing authorization of proposed amendments to sections 26.3 and 26.22 of the Texas Administrative Code, Title 13, Part 2, Chapter 26 related to Practice and Procedure for first publication and public comment in the *Texas Register*

Wolfe reported the proposed amendments distinguished between markers and monuments by fully defining and clarifying their physical characteristics. By doing so, he explained that the applications of Chapter 21, in the case of markers, and Chapter 26 for monuments, were clarified, particularly regarding the issuance of Historic Buildings and Structures Antiquities Permits. He stated the proposed definition distinguished between "Landmarks" and "Markers." Since markers were not considered to be structures, work on markers would not be issued Antiquities Permits under this definition. Wolfe noted that the proposed revision to 26.3(42) fully elaborated upon the physical characteristics of "Monuments" while retaining the existing rule's focus on structures commemorating an event, person, or place. He noted that the revision clarifies that monuments may include landscape elements, as well as built or installed features. He also explained that, to clarify the application of Historic Buildings and Structures Antiquities Permits, the proposed provisions clarified that monuments may be permitted under the Antiquities Code (§26.22(10)) while markers must comply with Chapter 21 as they were not considered to be structures (§26.22(11)). Commissioner Crain moved, Commissioner Peterson seconded, and the committee voted unanimously to send forward to the Commission and recommend approval of the filing authorization of proposed amendments to sections 26.3 and 26.22 of the Texas Administrative Code, Title 13, Part 2, Chapter 26 related to Practice and Procedure for first publication and public comment in the *Texas Register*.

9. Information technology (IT) update

Deputy Executive Director of Administration Alvin Miller provided an update on the agency IT program activities including progress on the FY2021 computer refresh and an overview of the varied devices across the state supported and maintained by the IT staff.

10. Human Resources Update

Miller reported that individual staff focus group meetings, both with the Austin and Historic Sites staff had been held in December 2020. He reported that a follow-up meeting with Associate Director of the Institute for Organizational Excellence Noel Landuyt was completed in January 2021 with a final follow-up meeting scheduled with the executive leadership for the second week of February 2021. Miller noted that a report with recommendations to address the lowest scoring issues on the Survey of Employee Engagement would be compiled by Landuyt and submitted to THC leadership.

11. Committee Chairman's Report

Chairman Nau announced the creation of an ad hoc committee, with Commissioner Pete Peterson as chair, to submit recommendations for improving operations and communications within several areas of the agency related in particular to state historic sites. He stated that he and Director Wolfe would present the agency's budget requests at the Senate Finance and House Appropriations committee hearings which were slated to meet later in February 2021. Chairman Nau explained that the funds from the Sporting Goods Sales Tax (SGST) exceeded the initial estimate and the agency would receive approximately \$3.15 million. Director Wolfe clarified that the proceeds from the SGST were dedicated funds that could only be spent on the agency's historic sites. Wolfe also noted that a request for an additional \$150,000 for phase I of the travel app and \$200,000 for the THC website, or the capital spending authority, was included in the agency's exceptional items. Chairman Nau also thanked Wolfe and the staff for participating in continued dialogue to identify a temporary structure to house the Alamo-related items that are currently on loan from English artist/songwriter Phil Collins.

12. Adjourn

On the motion of the chair and without objection, the committee adjourned at 4:16 p.m.

TAB 8.4F

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Item 8.4F
Texas Historical Commission
April Quarterly Meeting
April 27, 2021

Consider adoption of proposed amendments to sections 26.3 and 26.22 of the Texas Administrative Code, Title 13, Part 2, Chapter 26 related to Practice and Procedure, without changes to the text as published in the February 26, 2021 issue of the *Texas Register* (46 TexReg 1319-1325)

Background:

The proposed amendments distinguish between markers and monuments by fully defining their physical characteristics. By doing so, the application of Chapter 21 in the case of markers and Chapter 26 for monuments becomes clear, particularly regarding the issuance of Historic Buildings and Structures Antiquities Permits.

The proposed definition **26.3(41)** distinguishes between “Landmarks” and “Markers.” Since markers are not considered to be structures, work on markers will not be issued Antiquities Permits under this definition. The proposed revision to **26.3(43)** fully elaborates upon the physical characteristics of “Monuments” while retaining the existing rule’s focus on structures commemorating an event, person, or place. The revision clarifies that monuments may include landscape elements, as well as built or installed features. The previous reference to the Capitol grounds has been omitted to reflect the commission’s absence of authority over this location under these rules.

Due to graphic formatting required by the Secretary of State’s staff, the numbering of 26.3(40.5) was changed in the rule posting to 26.3(41). This revision caused all subsequent definitions under 26.3 to advance by one digit, including 26.3(42) to 26.3(43) when posted in the *Texas Register*.

To clarify the application of Historic Buildings and Structures Antiquities Permits, the proposed provisions clarify that monuments may be permitted under the Antiquities Code (§**26.22(10)**) while markers must comply with Chapter 21 as they are not considered to be structures (§**26.22(11)**).

No comments were received during the thirty-day comment period.

The final publication will take place after adoption by the Commission.

Suggested Motion:

Move to adopt amendments to sections 26.3 and 26.22 of the Texas Administrative Code, Title 13, Part 2, Chapter 26 related to Practice and Procedure, without changes to the text as published in the February 26, 2021 issue of the *Texas Register* (46 TexReg 1319-1325).

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Item 6.4F
Texas Historical Commission
April Quarterly Meeting
April 27, 2021

Amendments to the Texas Administrative Code, Title 13, Part 2, Chapter 26 are adopted as appear below:

Texas Administrative Code
Title 13 Cultural Resources
Part 2 Texas Historical Commission
Chapter 26 Practice and Procedure
Subchapter A: General Provisions
13 TAC §26.3 Definitions

PREAMBLE

The Texas Historical Commission (Commission) proposes amendments to Section 26.3 relating to Practice and Procedure, Title 13, Part 2, Chapter 26 of the Texas Administrative Code by authority of Government Code, Title 4, Subtitle D, Chapter 442, Section 442.005, which requires that the Texas Historical Commission is responsible for the administration of the Antiquities Code of Texas.

Section 26.3 clarifies the interpretation of terms and phrases used in the Antiquities Code of Texas but not defined therein.

The proposed definition **26.3(40.5)** distinguishes between “Landmarks,” defined under this Chapter as State Antiquities Landmarks, and aluminum “Markers” erected in cooperation with the Texas Historical Commission under Chapter 21, Subchapter B. Since markers are not considered to be structures, work on markers will not be issued Historic Buildings and Structures Antiquities Permits under this definition.

The proposed revision to **26.3(42)** fully elaborates upon the physical characteristics of “Monuments” while retaining the existing rule’s focus on structures commemorating an event, person, or place. The revision clarifies that monuments may include landscape elements, as well as built or installed features. The previous reference to the Capitol grounds has been omitted to reflect the commission’s absence of authority over this location under these rules.

PUBLIC COMMENT

No comments pertaining to these rule revisions were received during the thirty-day period following publication on February 26, 2021 in the *Texas Register*.

Subchapter A: General Provisions

13 TAC §26.3 Definitions

The following words and terms, when used in this chapter, shall have the following meanings unless the context clearly indicates otherwise. These definitions also clarify the interpretation of terms and phrases used in the Antiquities Code of Texas but not defined therein.

(1) Accession--The formal acceptance of a collection and its recording into the holdings of a curatorial facility and generally includes a transfer of title. For held-in-trust collections, stewardship but not title is transferred to the curatorial facility.

(2) Antiquities Advisory Board--A ten-member board that advises the commission in reviewing matters related to the Antiquities Code of Texas.

(3) Antiquities Permit or Permit--Authorization for work on a designated or potential State Antiquities Landmark, or survey investigations to determine if cultural resources are present. Permit types include Archeological Permits (§26.15 of this title) and Historic Buildings and Structures Permits (§26.22 of this title).

(4) Applicant--Relative to an Antiquities Permit, an applicant is the controlling agency, organization, or political subdivision having administrative control over a publicly owned landmark or the owner of a privately owned landmark. Applicant may also refer to an individual or private group that desires to nominate a building or site for landmark designation.

(5) Archeological site--Any land or marine-based place containing evidence of prehistoric or historic human activity, including but not limited to the following:

(A) Habitation sites. Habitation sites are areas or structures where people live or have lived on a permanent or temporary basis.

(B) Native American open campsites which were occupied on a temporary, seasonal, or intermittent basis.

(C) Rock shelters, in general, are a special kind of campsite. These sites are located in caves or under rock overhangs and have been occupied either: temporarily, seasonally, or intermittently.

(D) Non-Native American campsites are the cultural remains of activities by people who are not Native American.

(E) Residence sites are those where routine daily activities were carried out and which were intended for year-round use.

(F) Non-Native American sites may include, in addition to the main structure, outbuildings, water systems, trash dumps, garden areas, driveways, and other remains that were an integral part of the site when it was inhabited.

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(G) Non-habitation sites. Non-habitation sites result from use during specialized activities and may include standing structures.

(i) Rock art and graffiti sites consist of symbols or representations that have been painted, ground, carved, sculpted, scratched, or pecked on or into the surface of rocks, wood, or metal, including but not limited to Native American pictographs and petroglyphs, historical graffiti and inscriptions.

(ii) Mines, quarry areas, and lithic procurement sites are those from which raw materials such as flint, clay, coal, minerals, or other materials were collected or mined for future use.

(iii) Game procurement and processing sites are areas where game was killed or butchered for food or hides.

(iv) Fortifications, battlefields, training grounds and skirmish sites including fortifications of the historic period and the central areas of encounters between opposing forces, whether a major battleground or areas of small skirmishes.

(v) Cache--A collection of artifacts that are deliberately hidden for future use. Caches are often discovered in burials or in caves and usually consist of ceremonial and ritual objects, functional objects or emergency food supplies.

(6) Archeological Survey Standards for Texas--Minimum survey standards developed by the commission in consultation with the Council of Texas Archeologists.

(7) Artifacts--The tangible objects of the past that relate to human life and culture. Examples include, but are not limited to projectile points, tools, documents, art forms, and technologies.

(8) Board--The Antiquities Advisory Board.

(9) Building--A structure created to shelter any form of human activity, such as a courthouse, city hall, church, hotel, house, barn, or similar structure. Building may refer to a historically related complex such as a courthouse and jail or a house and barn.

(10) Burials and burial pits--Marked and unmarked locales of a human burial or burials. Burials and burial pits may contain the remains of one or more individuals located in a common grave in a locale. The site area may contain gravestones, markers, containers, coverings, garments, vessels, tools, and other grave objects or could be evidenced by the presence of depressions, pit feature stains, or other archeological evidence.

(11) Cemetery--A place that is used or intended to be used for interment, and includes a graveyard, burial park, unknown cemetery, abandoned cemetery, mausoleum, or any other area containing one or more graves or unidentified graves.

(A) Abandoned cemetery--A non-perpetual care cemetery containing one or more graves and possessing cemetery elements for which no cemetery organization exists and which is not otherwise maintained by any caretakers. It may or may not be recorded in the deed records of the county in which it lies.

(B) Unidentified grave--A grave that is not marked in a manner that provides the identity of the interment.

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(C) Unknown cemetery--An abandoned cemetery evidenced by the presence of marked or unmarked graves that does not appear on a map or in deed records.

(12) Commission--The Texas Historical Commission and its staff.

(13) Committee, or Antiquities Committee, or Texas Antiquities Committee--As redefined by the 74th Texas Legislature within §191.003 of the Texas Natural Resources Code, committee means the commission and/or staff members of the commission.

(14) Conservation--Scientific laboratory processes for cleaning, stabilizing, restoring, preserving artifacts, and the preservation of buildings, sites, structures and objects.

(15) Council of Texas Archeologists--A non-profit voluntary organization that promotes the goals of professional archeology in the State of Texas.

(16) Council of Texas Archeologists Guidelines--Professional and ethical standards which provide a code of self-regulation for archeological professionals in Texas with regard to field methods, reporting, and curation.

(17) Cultural landscape--A geographic area, associated with a historic event, activity, or person or exhibiting other cultural or aesthetic values. Cultural landscapes include historic sites, historic designed landscapes, and historic vernacular landscapes, as further described in the National Park Service's Preservation Brief 36: Protecting Cultural Landscapes.

(18) Cultural resource--Any building, site, structure, object, artifact, historic shipwreck, landscape, location of historical, archeological, educational, or scientific interest, including, but not limited to, prehistoric and historic Native American or aboriginal campsites, dwellings, and habitation sites, archeological sites of every character, treasure embedded in the earth, sunken or abandoned ships and wrecks of the sea or any part of the contents thereof, maps, records, documents, books, artifacts, and implements of culture in any way related to the inhabitants' prehistory, history, government, or culture. Examples of cultural resources include Native American mounds and campgrounds, aboriginal lithic resource areas, early industrial and engineering sites, rock art, early cottage and craft industry sites, bison kill sites, cemeteries, battlegrounds, all manner of historic buildings and structures, local historical records, cultural landscapes, etc.

(19) Curatorial facility--A museum or repository.

(20) Default--Failure to fulfill all conditions of a permit or contract, issued or granted to permittee(s), sponsors, and principal investigator or investigative firm, before the permit has expired.

(21) Defaulted permit--A permit that has expired without all permit terms and conditions having been met before the permit expiration date.

(22) Designated historic district--An area of archeological, architectural, or historical significance that is listed in the National Register of Historic Places, either individually or as a historic district; designated as a landmark, or nominated for designation as a landmark; or identified by State agencies or political subdivisions of the State as a historically sensitive site, district, or area. This includes historical designation by local

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landmark commissions, boards, or other public authorities, or through local preservation ordinances.

(23) Destructive analysis--Destroying all or a portion of an object or sample to gain specialized information. For purposes of this chapter, it does not include analysis of objects or samples prior to their being accessioned by a curatorial facility.

(24) Discovery--The act of locating, recording, and reporting a cultural resource.

(25) Disposal--The discard of an object or sample after being recovered and prior to accession, or after deaccession.

(26) District--A significant concentration, linkage, or continuity of sites, buildings, structures, or objects unified historically or aesthetically by plan or physical development. See also "designated historic district."

(27) Eligible--Archeological sites or other historic properties that meet the criteria set forth in §§26.10 - 26.12 and 26.19 of these titles (relating to Criteria for Evaluating Archeological Sites and Verifying Cemeteries, Criteria for Shipwrecks, Criteria for Evaluating Caches and Collections, and Criteria for Evaluating Historical Buildings and Structures, respectively) are eligible for official landmark designation.

(28) Exhumation--The excavation of human burials or cemeteries and its associated funerary objects by a professional archeologist, or principal investigator.

(29) Groundbreaking--Construction or earth moving activities that disturb lands owned or controlled by state agencies or political subdivisions of the state.

(30) Held-in-trust collection--Those state-associated collections under the authority of the commission that are placed in a curatorial facility for care and management; stewardship is transferred to that curatorial facility but not ownership.

(31) Historic buildings and structures permit--Historic buildings and structures permits are those issued for work to buildings, structures, cultural landscapes, and non-archeological sites, objects, and districts designated or nominated for designation as landmarks.

(32) Historic property--A district, site, building, structure or object significant in American history, architecture, engineering, archeology or culture.

(33) Historic time period--For the purposes of landmark designation, this time period is defined as extending from A.D. 1500 to 50 years before the present.

(34) Human remains--The body of a decedent.

(35) Integrity--The authenticity of a property's historic identity, evidenced by the survival of physical characteristics that existed during the property's historic or prehistoric period, including the property's location, design, setting, materials, workmanship, feeling, and association.

(36) Interment--The intended permanent disposition of human remains by entombment, burial, or placement in a niche.

(37) Investigation--Archeological or architectural activity including, but not limited to: reconnaissance or intensive survey, testing, exhumation, or data recovery; underwater

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archeological survey, test excavation, or data recovery excavations; monitoring; measured drawings; or photographic documentation.

(38) Investigative firm--A company or scientific institution that has full-time experienced research personnel capable of handling investigations and employs a principal investigator, and/or project architect, or other project professional as applicable under "professional personnel" in paragraph (52) of this section. The company or institution holds equal responsibilities with the professional personnel to complete requirements under an Antiquities Permit.

(39) Land-owning or controlling agency--Any state agency or political subdivision of the state that owns or controls the land(s) in question.

(40) Landmark--A State Antiquities Landmark.

(41) Marker--An informational aluminum sign erected by or with the permission of the Texas Historical Commission.

(42) Mitigation--The amelioration of the potential total or partial loss of significant cultural resources. For example, mitigation for removal of a deteriorated historic building feature might include photographs and drawings of the feature, and installing a replacement that matches the original in form, material, color, etc. Mitigation for the loss of an archeological site might be accomplished through data recovery actions, to preserve or recover an appropriate amount of data by application of current professional techniques and procedures, as defined in the permit's scope of work.

(43) Monument--Includes features planted, built, or installed that commemorate or designate the importance of an event, person, or place, which may or may not be located at the site(s) they commemorate, such as stone or metal monuments and statuary as well as trees, shrubs, designed landscapes, and other plantings located on public grounds such as courthouse squares and parks. Aluminum markers erected by or with the permission of the commission are not included in this definition.

(44) National Register of Historic Places--A register of districts, sites, buildings, structures, and objects significant in American history, architecture, archeology, and culture maintained by the United States Secretary of the Interior. Information concerning the National Register of Historic Places is available through the commission or from the National Park Service at www.nps.gov/nr.

(45) Object--The term "object" can refer to artifacts or is a type of structure that is primarily artistic in nature or are relatively small in scale and simply constructed. Although it may be, by nature or design, movable, an object is associated with a specific setting or environment. Examples of objects include artifacts, monuments, markers, and sculpture.

(46) Permit application offense--Failure to properly apply for a permit and/or receive authorization for an emergency permit by the commission, prior to the actual performance of an archeological investigation or other project work.

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(47) Permit censuring--A restriction in the ability of a principal investigator or other professional personnel and/or an investigative firm or other professional firm to be issued a permit under the auspices of the Antiquities Code of Texas.

(48) Permittee--The landowner or controlling individual or, public agency and/or a project sponsor that is issued an Antiquities Permit for an archeological investigation or other project work.

(49) Political subdivision--A unit of local government created and operating under the laws of this state, including a city, county, school district, or special district created under the Texas Constitution.

(50) Prehistoric time period--For the purpose of landmark designation, a time period that encompasses a great length of time beginning when humans first entered the New World and ending with the arrival of the Spanish Europeans, which has been approximated for purposes of these guidelines at A.D. 1500.

(51) Professional firm--A company or scientific institution that has professional personnel who meet the required qualifications for specific types of work. The company or institution holds equal responsibilities with the professional personnel to complete requirements under an Antiquities Permit.

(52) Professional personnel--Trained specialists who meet the professional qualifications standards in §26.4 of this title (relating to Professional Qualifications and Requirements) and are required to perform archeological and architectural investigations and project work.

(53) Project--Activity on a cultural resource including, but not limited to: investigation, survey, testing, excavation, restoration, demolition, scientific or educational study.

(54) Project sponsor--A public agency, individual, institution, investigative firm or other professional firm, organization, corporation, contractor, and/or company paying costs of archeological investigation or other project work, or that sponsors, funds, or otherwise functions as a party under a permit.

(55) Public agency--Any state agency or political subdivision of the state.

(56) Public lands--Non-federal, public lands that are owned or controlled by the State of Texas or any of its political subdivisions, including the tidelands, submerged land, and the bed of the sea within the jurisdiction of the State of Texas.

(57) Recorded archeological site--Sites that are recorded, listed, or registered with an institution, agency, or university, such as the Texas Archeological Research Laboratory of the University of Texas at Austin.

(58) Register of professional archeologists--A voluntary national professional organization of archeologists which registers qualified archeologists.

(59) Research design--A written theoretical approach and a plan for implementing fieldwork that also explains the goals and methods of the investigation. A research design is developed prior to the implementation of the field study and submitted with a completed Archeological Permit Application.

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(60) Ruins--A historic or prehistoric site, composed of both archeological and structural remains, in which the building or structure is in a state of collapse or deterioration to the point that the original roof and/or flooring and/or walls are either missing, partially missing, collapsed, partially collapsed, or seriously damaged through natural forces or structural collapse. Ruins are considered archeological sites, and historic buildings or structures recently damaged or destroyed are not classified as ruins.

(61) Scope of work--A summary of the methodological techniques used to perform the archeological investigation or outline of other project work under permit.

(62) Significance--Importance attributed to sites, buildings, structures and objects of historical, architectural, and archeological value which are landmarks and eligible for official designation and protection under the Antiquities Code of Texas. Historical significance is the importance of a property to the history, architecture, archeology, engineering or culture of a community, state or the nation, and is a trait attributable to properties listed or determined eligible for listing in the National Register of Historic Places or for state landmark designation.

(63) Site--Any place or location containing physical evidence of human activity. Examples of sites include: the location of prehistoric or historic occupations or activities, a group or district of buildings or structures that share a common historical context or period of significance, and designed cultural landscapes such as parks and gardens.

(64) Shipwrecks--The wrecks of naval vessels, Spanish treasure ships, coastal trading schooners, sailing ships, steamships, and river steamships, among other remains of any waterborne craft that sank, ran aground, was beached or docked.

(65) State agency--A department, commission, board, office, or other agency that is a part of state government and that is created by the constitution or a statute of this state. The term includes an institution of higher education as defined by the Texas Education Code, §61.003.

(66) State Antiquities Landmark--An archeological site, archeological collection, ruin, building, structure, cultural landscape, site, engineering feature, monument or other object, or district that is officially designated as a landmark or treated as a landmark under the interim protection described in §26.8(d) of this title (relating to Designation Procedures for Publicly Owned Landmarks).

(67) State Archeological Landmark--A State Antiquities Landmark.

(68) State associated collections--The collections owned by the State and under the authority of the commission. This includes the following:

(A) Permitted collections--Collections that are the result of work governed by the Antiquities Code of Texas on land or under waters belonging to the State of Texas or any political subdivision of the State requiring the issuance of a permit by the commission.

(B) Non-permitted collections--Collections that are the result of work governed by the Antiquities Code of Texas on land or under waters belonging to the State of Texas

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or any political subdivision of the State conducted by commission personnel without the issuance of a permit.

(C) Purchased collections--Collections that are the result of the acquisition of significant historical items by the commission through Texas Historical Artifacts Acquisition Program or use of other State funds.

(D) Donated collections--Collections that are the result of a gift, donation, or bequest to the commission.

(E) Court-action collections--Collections that are awarded to the commission by a court through confiscation of illegally-obtained archeological artifacts or any other material that may be awarded to the commission by a court of law.

(F) Legislative action collections--Collections that are transferred to the commission through legislative action.

(69) Structure--A work made up of interdependent and interrelated parts in a definite pattern of organization. The term "structure" is used to distinguish from buildings whose functional constructions were made usually for purposes other than creating human shelter. Constructed by man, it is often an engineering project. Examples of structures include bridges, power plants, water towers, silos, windmills, grain elevators, etc. As used herein, "structure" is also understood to include all non-archeological cultural resources that are not buildings, including cultural landscapes and non-archeological sites, objects, and districts.

(70) Treasures embedded in the earth--In this context, "treasures" refers to artifacts and objects from submerged archeological sites. This can reference artifacts that are either contained within a ship's hull or are isolated yet associated with submerged historic and/or prehistoric archeological sites. The term "treasures" is not meant to imply that objects of monetary value, such as gold and silver, are separately protected under Antiquities Code of Texas. Additionally, "embedded in the earth" refers to artifacts or objects buried or partially covered in underwater sediments.

(71) Unverified cemetery--A location having some evidence of human burial interments, but in which the presence of one or more unmarked graves has not been verified by a person described by §711.0105(a) of the Health and Safety Code of Texas or by the commission.

(72) Verified cemetery--The location of a human burial interment or interments as verified by the commission.

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Texas Administrative Code

Title 13 Cultural Resources

Part 2 Texas Historical Commission

Chapter 26 Practice and Procedure

Subchapter D: Historic Buildings and Structures

13 TAC §26.22 Historic Buildings and Structures Permit Categories

PREAMBLE

The Texas Historical Commission (Commission) proposes amendments to Section 26.22 relating to Practice and Procedure, Title 13, Part 2, Chapter 26 of the Texas Administrative Code by authority of Government Code, Title 4, Subtitle D, Chapter 442, Section 442.005, which requires that the Texas Historical Commission is responsible for the administration of the Antiquities Code of Texas.

Section 26.22 provides Antiquities permit categories under which all work done on historic buildings or structures and their sites will be reviewed under Chapter 26.

To clarify the application of Historic Buildings and Structures Antiquities Permits, the proposed provisions clarify that monuments may be permitted under the Antiquities Code (§26.22(10)) while markers must comply with Chapter 21 as they are not considered to be structures (§26.22(11)).

PUBLIC COMMENT

No comments pertaining to these rule revisions were received during the thirty-day period following publication on February 26, 2021 in the *Texas Register*.

Subchapter D: Historic Buildings and Structures

13 TAC §26.22 Historic Buildings and Structures Permit Categories

All work done on historic buildings or structures and their sites will be reviewed, and issued permits when appropriate, in accordance with one or more of the following permit categories. Section 191.054 of the Texas Natural Resources Code authorizes the commission to issue permits for survey and discovery, excavation, restoration, demolition, or study. The following permit categories clarify specific scopes of work within these areas. Restoration is herein understood to include preservation, rehabilitation, restoration, and reconstruction as defined in the Secretary of the Interior's Standards for the Treatment of Historic Properties (Standards), per §26.20(b) of this title (relating to Application for Historic Buildings and Structures Permits).

(1) Preservation permit. Preservation is the act or process of applying measures necessary to sustain the existing form, integrity, and materials of a cultural resource,

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including preliminary measures to protect and stabilize the building, structure, or site. Preservation consists of maintenance and repair of materials, features, or landforms of cultural resources, rather than extensive replacement and new construction.

Preservation also includes the conservation of buildings, sites, structures, and objects.

(2) Rehabilitation permit. Rehabilitation is the act or process of making possible a compatible use for a property through repair, alterations, or additions, while preserving those portions or features of the property which convey its historical, architectural, or cultural values.

(3) Restoration permit. Restoration is the act or process of accurately depicting the form, features, and character of a property and its setting as it appeared at a particular period of time by means of the removal of features from later periods in its history and reconstruction of missing features from the restoration period.

(4) Reconstruction permit. Reconstruction is the act or process of depicting, by means of new construction, the exact form, features, and detailing of a non-surviving site, landscape, building, structure, or object for the purpose of replicating its appearance at a specific period of time and in its historic location. Reconstruction of a non-surviving cultural resource, or any part thereof within the described limits of a designated landmark, will be reviewed and permitted in light of its impact on the historical, architectural, or cultural integrity of that site. Reconstruction permits may be required for any reconstruction within the boundaries of a landmark that is significant as an archeological site, in addition to other applicable permits described in §26.15 of this title (relating to Archeological Permit Categories).

(5) Architectural investigation permit. If the applicant can demonstrate that careful investigation of a building or structure through controlled dismantling or sampling and testing of historic material or later modifications will contribute to the understanding of that building or structure's history, or of the history and culture of Texas in general, a permit for architectural investigation may be issued. This type of permit does not indicate approval for rehabilitation, demolition, or any other type of work, but may require replacement of removed materials or storage of selected samples.

(6) Hazard abatement permit. If hazardous materials exist in a historic building or structure and must be abated or removed in a project unrelated to other preservation, restoration or rehabilitation work, then a permit for hazard abatement may be issued. This type of permit does not indicate approval for rehabilitation, demolition, or any other type of work, but may require replacement of removed materials.

(7) Relocation permit. Under most circumstances, a permit to relocate a building or structure from its original site will not be issued unless the commission has been satisfied that there is a real and unavoidable threat to the building or structure's existence, and that the applicant has made a thorough effort to find the means to preserve the building or structure on its original site. If relocation is unavoidable, the building or structure should be relocated to a site that resembles its original setting as closely as possible. A relocation permit will require thorough documentation of the

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relationship between the building or structure and its existing site and documentation of the proposed new site and placement of the building or structure to demonstrate that the new site and setting are comparable to the original. An archeological investigation of both the old and new site locations may also be required.

(8) Demolition permit. Under most circumstances, a permit to demolish a building or structure will not be issued unless the commission is satisfied that there is a necessity due to deterioration of the building or structure that constitutes a threat to the health, safety, or welfare of citizens or a real and unavoidable threat to the building or structure's existence. The applicant must show that he or she has made a thorough effort to find the means to preserve the building or structure on its original site or, failing that, to relocate the building or structure to another site with a comparable setting. The applicant must show evidence that he or she has, in good faith, conducted a feasibility study and obtained estimates from appropriate professionals, invited and considered alternative suggestions and proposals, and otherwise explored all reasonable possibilities other than demolition. A demolition permit will require thorough documentation of the building or structure and its relationship to its existing site, as well as archeological investigation, as defined and required by the commission.

(9) New construction permit. Any new construction to be built within the described limits of a landmark must be reviewed and permitted in light of its impact on the historical, architectural, and cultural integrity of that cultural resource and its site. The applicant must submit plans, elevations, and sections that adequately describe the full scope of the project and its relationship to the existing building or structure and its site. New construction permits may be required for construction within the boundaries of a landmark that is significant as an archeological site, in addition to other applicable permits described in §26.15 of this title (relating to Archeological Permit Categories).

(10) Monuments are considered structures and permits for work on, or for removal or relocation of monuments shall fall under one or more of the permit categories listed above.

(11) Markers are not considered structures and any proposed work on or related to markers must comply with Chapter 21 herein.

TAB 17.3

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Item 17.3
Texas Historical Commission
April Commission Meeting
April 26, 2021

Discussion and possible action regarding the Historic Buildings and Structures Antiquities Permit #1081 for Repairing the Superstructure on Battleship Texas BB35, La Porte, Harris County

Background

The Battleship Texas (USS *Texas*) is the last remaining battleship that participated in both World War I and World War II. The ship was commissioned on March 12, 1914 by the U.S. Navy. In 1916, it became the first battleship to mount anti-aircraft guns and the first to control gunfire with range-keepers and directors. In World War I, USS *Texas* was part of the 6th Battle Squadron of the British Grand Fleet. Later in the war, the ship was converted to run on fuel instead of coal. In World War II, the ship was involved in firing on Nazi defenses in Normandy on D-Day. USS *Texas* was decommissioned on April 21, 1948 to serve as a museum located along the Houston Ship Channel and adjacent to the San Jacinto battleground and monument. The USS *Texas* is a National Historic Landmark, a National Historic Mechanical Engineering Landmark, and a State Antiquities Landmark (SAL).

Previous permits issued by staff in the last five years for the Battleship Texas include upgrades to the HVAC units, internal improvements to various rooms to provide better museum and tour space, upgrading the freshwater supply system, installing an electric generator system, and the additional of more water pumps.

Previous permits approved through the commission include:

- *HS1042*: The transportation and transportation preparation, which includes using marine salvage techniques to mitigate and minimize flooding and water communication inside the vessel and ballasting the ship to relieve structural strain. The towing portion of that permit is being addressed as an amendment today.
- *HS1041*: The hull and blister rehabilitation that will happen at the shipyard. This permit involves replacing the hull plating and blister shell plating from approximately four feet above the waterline down, rebuilding the structural framing of the blisters, repairing framing in the inner bottom of the ship, and adding stiffeners in the inner bottom of the ship.
- *HS1043*: The restoration of macro-objects on the ship
- *HS1062*: The reproduction of missing equipment and features

In accordance with a 99-year lease stipulated in Texas Senate Bill 1511, 83d Leg., R.S. (2019), the Texas Parks and Wildlife Department is applying for Historic Buildings and Structures permit application #1081 on behalf of the Battleship Texas Foundation. This permit covers the rehabilitation of the Battleship Texas superstructure. The scope includes repairing decks, bulkheads,

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overheads, structural members, fittings, and the reinstallation of drains and windows. The affected areas of the ship include the aft fire control tower, foremast, mainmast, smokestack, superstructure deck, and turrets.

Staff Recommendation

THC staff has reviewed the Historic Buildings and Structures permit application #1081 provided on March 17, 2021 by the Battleship Texas Foundation and Texas Parks and Wildlife Department and finds the submitted documentation to be sufficiently complete for issuance of a permit to rehabilitate the superstructure on Battleship Texas BB35.

Possible Motions

Move to authorize the Executive Director to issue State Antiquities Landmark Historic Buildings and Structures Antiquities Permit #1081 to rehabilitate the superstructure of Battleship Texas BB35, La Porte, Harris County, as described in the permit application.

OR

Move to authorize the Executive Director to deny issuance of State Antiquities Landmark Historic Buildings and Structures Antiquities Permit #1081 to rehabilitate the superstructure of Battleship Texas BB35, La Porte, Harris County.

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ANTIQUITIES PERMIT APPLICATION

Historic Buildings and Structures

GENERAL PROJECT INFORMATION

Please complete the following. See detailed instructions, How to Complete the Antiquities Permit Application for Historic Buildings and Structures, for additional information.

1. Property Name and Location
NAME OF STATE ANTIQUITIES LANDMARK
Battleship Texas State Historic Site
ADDRESS 3523 Independence Pkwy S, La Porte CITY Harris COUNTY Harris ZIP CODE 77571

2. Project Name
NAME OR BRIEF DESCRIPTION OF PROJECT WORK
Repairs to aft Fire Control Tower, the foremast, the mainmast, the smokestack, and Superstructure Deck

3. Applicant (Owner or Controlling Agency)
OWNER/AGENCY Texas Parks and Wildlife Department REPRESENTATIVE Rodney Franklin, TITLE State Parks Director
ADDRESS 4200 Smith School Rd CITY Austin STATE tx ZIP CODE 78744
PHONE 512-389-8545 EMAIL rodney.franklin@tpwd.texas.gov

4. Architect or Other Project Professional
NAME/FIRM Valkor REPRESENTATIVE TITLE
ADDRESS 21732 Provincial Blvd STE 160 CITY Katy STATE TX ZIP CODE 77450
PHONE 832-226-5022 EMAIL

5. Construction Period
PROJECT START DATE August 1, 2021 PROJECT END DATE August 1, 2026

PERMIT CATEGORY

Please select the category that best describes the proposed work. (Pick one.)

- Preservation, Rehabilitation, Restoration, Reconstruction, Architectural Investigation, Hazard Abatement, Relocation, Demolition, New Construction

ATTACHMENTS

For all projects, please attach the following:

- Written description of the proposed project;
Project documents (plans, specifications, etc.); and
Photographs of the property showing areas of proposed work.

Application reports may be required based on the project work or at the request of Texas Historical Commission staff. Please indicate if the following are provided with your application:

- Historic Structure Report, Historical Documentation, Architectural Documentation, Archeological Documentation

PROPERTY NAME: Battleship Texas State Historic Site

COUNTY: Harris

CERTIFICATIONS

The applicant and project professional must complete, sign, and date the following certifications. The Texas Historical Commission's Rules of Practice and Procedure and the Secretary of the Interior's Standards for the Treatment of Historic Properties are available through links from the Antiquities Permits page on our website at www.thc.texas.gov/preserve/projects-and-programs/state-antiquities-landmarks/antiquities-permits. Standard permit terms and conditions are listed in the detailed instructions, How to Complete the Antiquities Permit Application for Historic Buildings and Structures. Special conditions may also be included in a permit. Please contact Texas Historical Commission staff with any questions regarding the Rules, our procedures, and permit requirements prior to signing and submitting a permit application.

Applicant's Certification

I, Rodney Franklin, as legal representative of the Applicant,

Texas Parks and Wildlife Department, do certify that I have reviewed and approved the plans and specifications for this project. Furthermore, I understand that failure to conduct the project according to the approved contract documents and the terms of this permit may result in cancellation of the permit.

Signature


Date 3/17/2021**Project Professional's Certification**

I, Brad Currin, as legal representative of the Firm,

Valkor Energy Services, LLC,

do certify that I am familiar with the Texas Historical Commission's Rules of Practice and Procedure and the Secretary of the Interior's Standards for the Treatment of Historic Properties. Furthermore, I understand that submission of a completion report is required for all Historic Buildings and Structures Permits. Furthermore, I understand that failure to conduct the project according to the Rules, Standards, approved contract documents, and the terms of this permit may result in cancellation of the permit.

Signature


Date 3/16/21**SUBMISSION**

Please submit the completed permit application in hard copy with original signatures to the mailing or physical address below, or electronically with scanned signatures to hsp permit@thc.texas.gov. Attachments, including plans and photographs, must be sent to the mailing address below or delivered to 108 West 16th St., Second Floor, Austin, TX 78701.

Texas Historical Commission
Division of Architecture
P.O. Box 12276
Austin, TX 78711-2276
512.463.6094
fax 512.463.6095
architecture@thc.texas.gov



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Battleship TEXAS Superstructure Rehabilitation

Prepared by

Travis Davis
VP of Ship Operations
Battleship Texas Foundation



The purpose of the is project is to rehabilitate the superstructure of the Battleship TEXAS, which is in dire need of repair due to advanced levels of deterioration. Without repairs, parts of the superstructure will collapse in the next few years, potentially harming staff and visitors and causing great harm to the ship and its fabric. In the past three years, several brackets have fallen from the foretop. One small falling bracket caused a near miss that would have been fatal to the two employees who were under the foretop at the time. Further, deterioration will continue to accelerate causing loss of historic fabric and damage to other areas of the ship unless these deficiencies are addressed.

The Battleship Texas Foundation (BTF), a nonprofit organization, operates the Battleship TEXAS for Texas Parks and Wildlife Department (TPWD) and the State of Texas, which owns the vessel. As the project manager, BTF has the responsibility to ensure that this project is conducted within historic vessel preservation standards and best practices, including the Secretary of the Interior's Standards for Historic Vessel Preservation Projects. For this project, BTF is specifically following the Rehabilitation Guidelines within the Secretary of Interior Standards. The original construction drawings and the original drawings for historic modifications were the basis of the scope and repair strategy for this project.

This rehabilitation project seeks to address five major areas within the superstructure – the Aft Fire Control Tower, the foremast, the mainmast, the smokestack, and Superstructure Deck. Aside from the smokestack, each area has multiple levels and compartments that compose it; however, the fundamental elements of deterioration that need to be addressed are shared between the different areas. These elements include failing structural members, holed decks/overheads, rusted out/buckled bulkheads, rainwater failing to drain promoting deck corrosion, leaking doubler plates on decks, failed wire rope stays, failed handrails and ladders, and failing coatings on the interior of structures.

This advanced deterioration level is from decades of deferred maintenance and expedient, temporary repairs that did not address underlying conditions but made them worse over time. The deferral of maintenance to parts of the superstructure is directly attributable to the difficulty accessing these areas and low maintenance budgets over the first 40 years of being a museum ship. The body of deferred maintenance includes failure to repair corrosion holes that allowed rainwater into the structures, broken windows, clogged and cut away deck drains, failure to renew any coatings in the interior of these structures, and the failure to address issues as they appeared. This allowed unabated deterioration of these structures' interiors, leading to the collapse of their interior decks and the deterioration of bulkheads and structural supports where rainwater pooled.

In 1989 many of the issues were corrected. Notably, many of the exterior bulkheads were repaired, the exterior of decks of the mainmast, structural issues with the yardarms on both masts were addressed, and the foretop's windows were replaced, which stopped the unabated ingress of rainwater and the nesting of birds. Despite this work, the 1989 project, with immediate cost savings in mind, performed some expedient work that is

causing issues today. Namely, the failed interior decks of the foretop, Aft Fire Control Tower, and mainmast were replaced with galvanized grating, which improved worker safety, but increased weight and would focus corrosion into more sensitive areas. When the structures started leaking again, the water would pool on the only solid decks in the structures and begin to corrode those out, causing safety and structural issues. The 1989 project is also notable for not coating the interior of the most at-risk and hard-to-reach compartments with a preservative coating or at least a rust inhibitor to prevent corrosion.

This rehabilitation project seeks permitting to correct all these severe deficiencies in the superstructure. The tasks listed below will be done in the five major areas within the superstructure – the Aft Fire Control Tower (AFCT), mainmast, smokestack, superstructure deck, and foremast. Aside from the smokestack, each area has multiple levels and compartments. Qualified contractors will complete all work, which BTF's preservation team will oversee.

- Structural Member Repair/Replacement –repair or replace all structurally deficient or missing framing, vertical supports, failing riveted connections, and riveted structural supports that are separating throughout the superstructure. The most heavily affected areas are the Radar topmast (on the mainmast), the Navigation Bridge supports, the foretop structure, Flag Plot, and the Director and Searchlight Platform in the mainmast. With spot repairs in other areas of the mainmast, needed. We will preserve as much of the riveted structure as possible while balancing the need to restore structural integrity to the superstructure. Below are representative pictures of the structural deterioration and damage\.



Figure 1 - Severely compromised support (at center) for the radar topmast.



Figure 2 - Severely deteriorated and structurally compromised support of the radar topmast

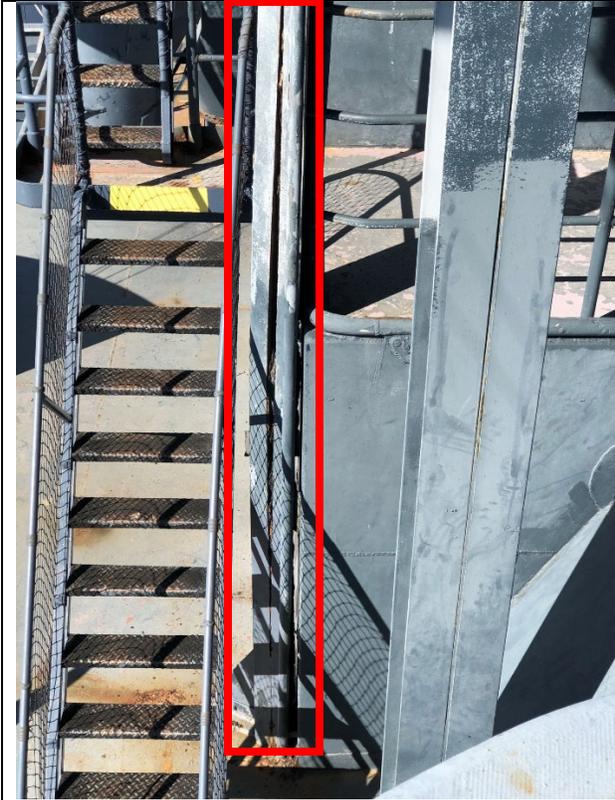


Figure 3 - Distorted and warped vertical support for the navigation bridge and foremast



Figure 4 - Main support for the Navigation Bridge separating from the conning tower on which it rests.



Figure 5 - Completely rusted away rivet heads on rivets that connect the main Navigation Bridge support to the conning tower roof.

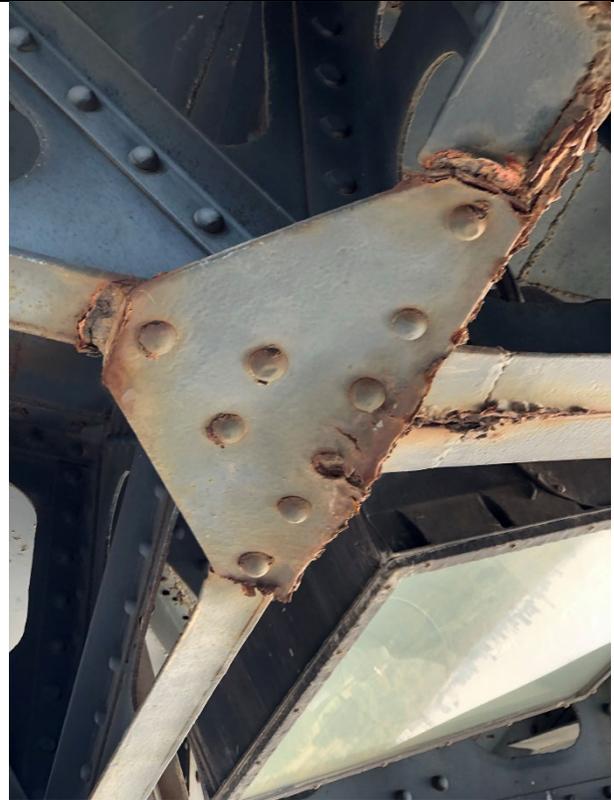


Figure 6 - Pack rust causing a bracket to fail on the underside of the foretop. This bracket is providing very little structural



Figure 7 - Notice the rust outline of the missing bracket. When the bracket fell it nearly hit a staff member.

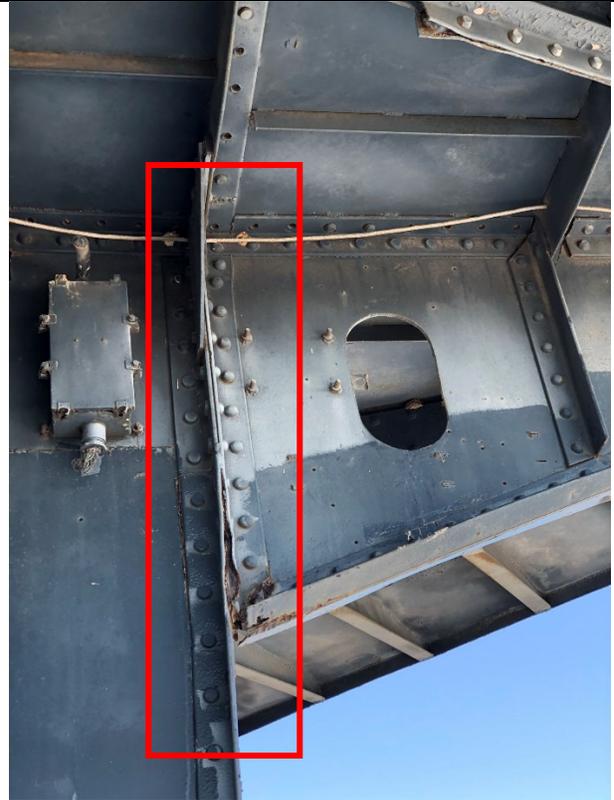


Figure 7 - Riveted structures separating due to pack rust. This is a recurring issue in the foremast.



Figure 8 - Pack rust causing a bracket to fail on the underside of the Navigation Bridge. This bracket is providing very little structural strength. This type of failure is systemic throughout the superstructure.



Figure 9 - Built up structural member delaminating from pack rust. This type of failure is common in the foremast.

- Bulkhead Repairs/Straightening – repair rust damage in over twenty-five bulkheads that vary from minor holing to large sections of the bulkhead needing replacement in the AFCT, foremast, and mainmast and straighten several bulkheads that have warped due to compression caused by the sagging of the structure above. This scope also includes repairing broken windows in the foretop, reinstalling windows into the AFCT, and replacing the missing deadlights in the main mast and reinstalling the missing door to the Signal Records Room. This will eliminate rainwater and animal infestation, which accelerate deterioration in the superstructure.



Figure 10- Rusted out lower bulkhead in foretop. Representative of much of the bulkheads. Note the fallen accumulated rust and bird filth.



Figure 11 - Rusted out lower bulkhead on the superstructure deck.



Figure 12 - Rusted out lower bulkhead and deck of Sky Control Forward in foremast.



Figure 13 - Buckled bulkhead in foretop. Almost every bulkhead in the foretop is buckled or in dire need of repair.

- Deck Repair/Replacement – repair or replace decking that has failed on the Forward Air Defense Platform, Director and Searchlight Platform, and Secondary Battery Station or was replaced with gratings in six compartments in the foremast, AFCT, and the mainmast. The grating poses a severe threat as it allows the ingress of rainwater to structural components. Replacing the decks will facilitate the deck drains’ reinstallation, which will prevent water from pooling or going to places it should not. It also removes the nonhistorical doubler plating laid on the Signal Bridge and Superstructure Deck and will make the underlying original deck watertight.



Figure 14 - Holed and failing decking in the mainmast

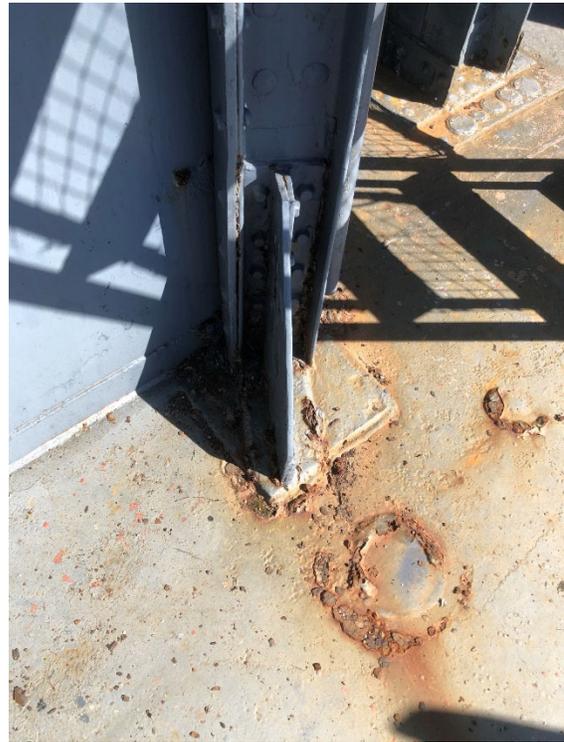


Figure 15 - Deteriorated vertical support footing and holed doubler plating in the Signal Bridge.

- Overhead Repairs – repair localized holing from rust in the overhead of the foretop and AFCT. This will prevent rainwater from leaking into these structures.
- Deck Drains – reinstall deck drains and piping removed from the superstructure over the years. The drains and piping will be new but will run along the same routes and installed in the same location and manner as the historic deck drains. This will replicate the drains' original appearance and function while helping to ensure the long-term preservation of the internal structures.

- Debris Clearance – remove large amounts of rust scale and fallen steel from the foremast and the AFCT. This will make repairs more efficient and preventing moisture trapping that accelerates deterioration.
- Lead Abatement – lead abatement of four compartments in the foretop where the lead-based paint has failed and poses worker safety and preservation issues. The abatement will allow modern preservative coatings to be applied to inhibit rust and further deterioration in these problematic areas to address.
- Coatings – preparing and coating the interior of eight compartments in the AFCT and foremast. These spaces are difficult to access spaces and need these coatings to stop active rust and prevent future rust.
- Smokestack Repairs – repairs roughly 100 square feet of plating in the stack’s casings, and fiddley that is holed by rust. This task also includes ring welding approximately 200 rivets that are pulling through the air casing. This will stop rainwater from entering and slow the deterioration of the smokestack.



Figure 16 - General photo of the smokestack

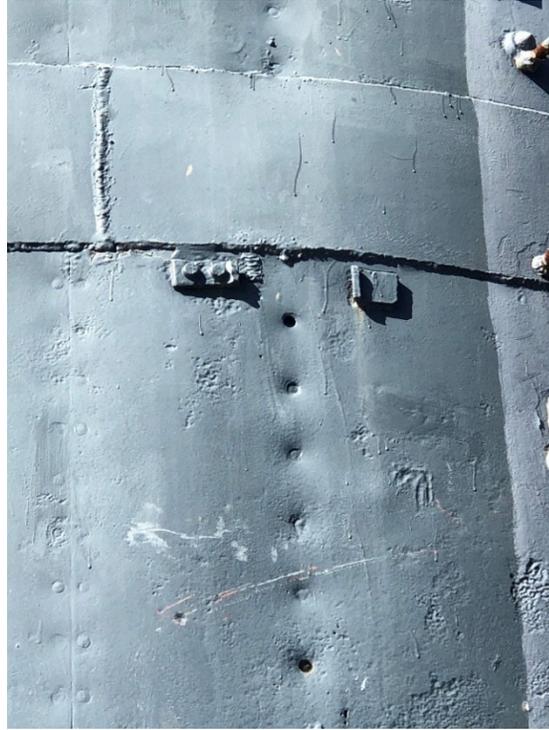


Figure 17 - Rivets pulling through the skin of the smokestack's casing



Figure 18 - Pack rust causing damage to the stack's fiddley.

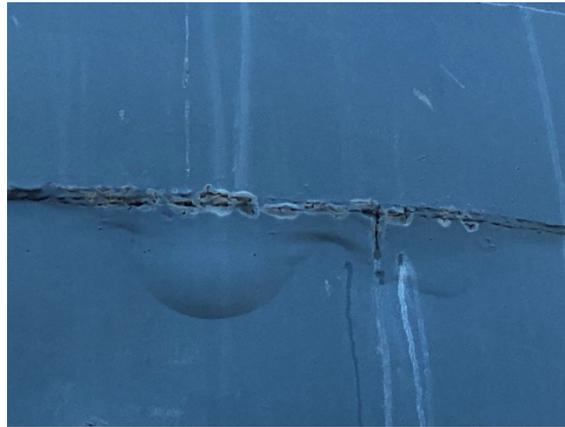


Figure 19 - Holing and bubbling paint in smoke stack

- **Miscellaneous Repairs** – includes repairing one ladder and three sets of handrails, all damaged and made unsafe by corrosion. It also reinstalls two sets of handrails removed due to corrosion that need to be replaced for staff safety. Other tasks include replacing rust-damaged support for the port signal yard on the mainmast, damaged antenna outriggers on the Navigation Bridge, repairing the tops of vents, and the turret rain guards, jack rods, and ladders on the turrets, which are in danger of falling without repairs. Lastly, this scope replaces three failed wire stays and hardware for the radar topmast, which will improve its structural stability and prevent it from swaying.



Figure 20 - Representative handrail rust damage needing repair.



Figure 21 - Representative turret rain guard needing repair.



Figure 22 - Turret ladder needing repair



Figure 23 - Broken stays for radar topmast needing replacement.



Figure 24 - Rust damaged antenna outrigger.

Completing this scope will eliminate the threat of structural failure in the superstructure, safety issues for staff and visitors. It will prevent further damage and loss of historic fabric while addressing the contributing factors that lead to the volume of deferred maintenance in the superstructure.

TAB 8.7

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FY 2021 SEE Focus Group Operational Action Plan April 2021

Strategy 1: Re-enforce THC as a Positive Place to Work

- Keep up the good work! Employees are responding well to THC's dedication to its mission to protect and preserve the history of Texas.
- Working with the public was considered by many THC employees to be one of the things they enjoy most about their jobs. When possible, expand the opportunities for staff to work with the public both in Austin and at the historic sites.
- This recommendation is expanded in Strategy 2 below in an effort to provide positive workplace flexibility through the continued opportunity for remote work.

Short term actions (1 year):

- A.* Continue to emphasize THC as a positive place to work through our monthly division staff meetings and bi-monthly all-agency state-wide meetings on zoom. In addition, implement a monthly employee newsletter that highlights THC staff and their accomplishments. Publish the employee newsletter in digital and print versions to encourage on-line access and employee sharing with family members. **Completed: March 2021**
- B.* Implement a robust telework program that allows employees to meet job expectations. **Target Completion Date: May 2021**

Strategy 2: Continue Adjustment of Operations and Deployment of Needed Resources in Managing the Impact of the Pandemic

- Moving forward the agency should invest resources in developing procedures and policies that capitalize on the positive aspects of remote work and how this can be used to enhance the agency's operations. Given the unique nature of work in Austin as compared to the sites, the application of these policies cannot be one size fits all.
- The challenges of operating adequate information technology and internet connection speeds in remote locations must be overcome. Sites have mentioned having poor hardwire internet connections, so they rely on wireless cellular hotspots. Without such work arounds, they cannot get their jobs done.
- Employees need continued messaging and resources from leadership as to their value and efforts to ensure their safety. This is especially true of employees located at the sites where they are still interacting with the public.
- An emphasis on responsiveness is critical in a virtual environment. Supervisors and leadership must encourage and require staff to be responsive to one another. When possible, remote work phone answering and messaging technology should be provided to facilitate employees working from home. VOIP systems or email voice messaging is critical. Employees should be trained with the expectation to provide some response within a short period of time. Even the simple recognition of receipt of a message would assist in building trust in the process.

Short term actions (1 year):

- A.** Implement a comprehensive telework program, policy and procedures for eligible staff that allows employee to work flexibility in meeting job expectations. *Target Completion Date: May 2021*
- B.** Communicate and Publish Updated Covid Operating and Safety Guidelines/Protocols for all staff and maintain on THC's Austin Divisions and Historic Sites intranet resources website. *Completed: March 2021*
- C.** Provide in-person (via Zoom) updated Covid Operating and Safety Guidelines and answer individual employee questions in THC's All-agency statewide meeting. *Completed: March 2021*
- D.** Provide additional training to both supervisors and employees outlining timely telework protocols and expectations. *Target Completion Date: May 2021*
- E.** Update the Intranet All-agency Contact Listings monthly to ensure all employees have timely and accurate contact information for agency staff. *Completed: March 2021*
- F.** Verify all eligible employees are outfitted with remote work phone answering and messaging technology to ensure effective and timely responses to both external customers and internal agency staff. Develop additional reinforcement training on customer service response expectations for internal staff. *Target Completion Date: August 2021*

Long Term Actions (2 years):

- G.** Continue Implementation of the Historic Sites Public/Guest Wi-Fi Technology Plan based on Historic Sites Management priority and funding available, including completion of an updated technology assessment and refresh at all historic sites recently transferred from TPWD. *Target Completion Date: August 2022*

Strategy 3: Re-enforce and Improve Communication

- Recognize that staff are internal customers, entitled to the same treatment as any of our external customers.
- Create an effective communication plan that has input from staff and is shared and implemented across the agency.
- To avoid the ambiguity and over saturation of communication, train supervisors and leadership on the best modalities and important elements of effective communication. This includes training on being purposeful, concise, accurate and thoughtful in communicating information to employees and other customers.
- All staff need training and defined processes on how to obtain information, get answers to questions for two-way communication, and communicate properly within the organization's structure. If supervisors or leadership communicate, the staff have a responsibility to access, read, and understand that messaging.
- Have policies and expectations that questions are responded to in a reasonable amount of time.
- Create easy-to-access resources for employees to review agency communications, operating procedures, policies, or frequently asked questions. Have designated individuals or a centralized source for employees to ask questions and get answers or correct referrals.
- Continue agency-wide meetings on video platforms to allow a greater number of employees to participate.

Short-term Actions (1 year):

- A.** Develop and Implement an agency-wide THC Communications Plan that promotes an environment of open and honest communication and improves the quality and timeliness of communications at all levels in the agency. ***Target Completion Date: December 2021***

This THC Communications Plan would specifically address:

- a. Formal training of all levels of management on the elements and best modalities of effective communications (purposeful, concise, timely, accurate and thoughtful) with internal and external customers.
- b. Formal communications training for all staff and establishment of defined processes for staff to obtain information, get answers to questions, and communicate properly within the organization's structure.
- c. Establishment of defined processes that confirm any messaging communicated to staff from leadership is accessed, read by, and understood by staff.
- d. Establishment of policies and expectations for responding to staff questions or requests for assistance in a reasonable amount of time.
- e. Review of current THC intranet employee resources to improve employee ease of access to agency communications, operating policies, procedures, and frequently asked questions.

Strategy 4: Re-enforce and Support Leadership and Supervisory Development

- Leadership skills should be evaluated and sharpened on a regular basis. Implement 360 Degree Leadership Evaluations so supervisors can get feedback from their boss, peers, and direct reports. **THC has contracted with the IOE to conduct 360 Degree Leadership Evaluations in the Spring of 2021.*
- As remote work likely becomes part of regular operations, conduct supervisor conversations and training on how to work remotely with staff. Allow an opportunity for employee feedback on the effectiveness of this training.
- SEE scores and focus group interviews confirm that the agency performs on a high level with good managerial and supervisor practices. To take advantage of this high-scoring aspect of the THC's profile, time should be dedicated for managers to meet with each other and discuss areas of concern and best practices. This can be done with limited facilitation and few additional resources.

Short-term Actions (1 year):

- A.** Contract with the University of Texas Institute of Organizational Excellence to provide a Supervisor 360 Review so supervisors can get feedback from their boss, peers, and direct reports and improve two-way communications. ***Target Completion Date: August 2021***
- B.** Conduct formal training for all supervisors and employees on managing a remote workforce and being a successful teleworker. This training will ensure employee expectations of telework are clearly communicated and understood by the employee and will prepare the supervisor for effectively managing a remote worker. This training will include an opportunity for employee feedback after supervisor training is complete. ***Target Completion Date: May 2021***

- C. Provide regular opportunities for managerial staff to meet with each other to discuss ongoing supervisory efforts and issues. *Target Completion Date: May 2021*

Strategy 5: Improving Processes for Retail Operations (HSD)

- A Retail Committee (*see Action Item C below*) should be assigned to address the policies and procedures regarding the stores and issues they have that are unique to the organization.
- The mission and purpose of the site stores should be clearly defined.
- Design communication systems that engage employees in the process of developing goals for improvement of the quality of, and sales at, the site stores.
- Create resources such as FAQs, “how tos”, and standard operating procedures for employees working with site stores so that they understand expectations and have the information they need to fulfill those expectations.

Short-term Actions (1 year):

- A. Review all past communications between management and staff related to retail operations and create a tracking system to monitor participation. *Completed: March 2021*
- B. Assess work environment with HR and identify and document sources of conflict or miscommunication. *Completed: April 2021*
- C. Establish a Retail Committee of selected site managers, site retail operations staff and Staff Services staff to evaluate and update retail plans, processes and procedures and develop a retail desk manual. *Target Completion Date: May 2021*
- D. Using feedback from the Retail Committee, evaluate and update all retail processes and procedures addressing all fiscal audit issues, retail initiatives and goals. Schedule workshops with staff to provide additional training, as necessary. *Target Completion Date: September 2021*
- E. Invite Site Manager committee representatives to join weekly Historic Sites headquarters staff meetings to provide field perspectives and garner a better understanding of work underway within the Historic Sites network. *Completed: March 2021*
- F. Schedule Deputy Executive Director network site visits to meet with all Site managers and retail staff to assess results of retail changes implemented and site operations work environment. *Target Completion Date: September 2021*

Strategy 6: Building Connections

- Create organizational interest groups where employees of similar positions have the opportunity to network, and problem solve. This would create an excellent forum to have employees work through a situation or problem to create a best practice which then could be shared throughout the organization. For example, some sites expressed multiple issues with purchasing while others had found processes which helped to eliminate those issues.
- The sense of mission is strong in the agency. Training and the building of teams should also go back to focusing on THC’s mission and how to achieve it.

Short-term Actions (1 year):

- A.* Organize THC interest groups built around similar positions/job functions to periodically meet to network, share suggestions, problem solve and develop best practice solutions that could be shared throughout THC. *Target Completion Date: September 2021*
- B.* Resume individual Division staff Team Building Training Sessions that were suspended during the Pandemic, to promote open and informal staff communications and to provide employees the opportunity for feedback. In Progress - Staff Services and History Programs Divisions were completed before training was suspended March 2020 due to the pandemic. *Target Completion Date for All THC Divisions: August 2022.*