



Date: March 10, 2026

Honorable Mayor and Council Members:

Author and title: Laura Dabe, Senior Planner

Title: **Historic Preservation Advisory Commission (HPAC) Reconfiguration**

Jen Callaway, Town Manager

Recommended Action: That the Town Council adopt Resolution 2026-07, changing the configuration of the Historic Preservation Advisory Commission to include two Professional members, two Lay members, and one member from either the Truckee-Donner Historical Society or a member that meets the "Professional" member qualifications.

Discussion:

Background

The Commission currently consists of the following members:

- Kelly Gove, Professional Member
- Brandon Brooks, Professional Member
- Bill Kenny, Lay Member
- Carole Sesko, Lay Member
- Vacant, Truckee-Donner Historical Society Member

Background

The Historic Preservation Advisory Commission (HPAC) was established by Council Resolution 98-40 in September 1998 as an important component of Downtown Specific Plan implementation. There have been minor modifications to HPAC terms of office, but otherwise HPAC's qualifications, terms, duties and responsibilities identified in Resolution 98-40 are largely the same today as they were in 1998. In 1999, Resolution 99-48 was adopted which made minor changes to the initial HPAC requirements. In 2009, that Resolution was repealed and replaced with Resolution 2009-67, which established a seven-member HPAC and the requirements necessary to be a Commissioner, including three Professional members, three Lay members and one member of the Truckee-Donner Historical Society. In 2016, the Council adopted Resolution 2016-01, establishing a five-member Commission which included two Professional members, two Lay members, and a member of the Truckee-Donner Historical Society. This is the currently adopted HPAC resolution (Attachment #1).

HPAC Configuration

The HPAC is currently a five-member advisory commission with one representative from the Truckee Donner Historical Society (Historical Society-nominated), two professional members with expertise and/or backgrounds in architecture, history, planning, etc., and two lay members with special interest, competence, experience or knowledge of Truckee history. The criteria for selecting HPAC commissioners specifies that it is desirable that members reside, work, or own property or a business in the -HP district. Each HPAC member is appointed by the Town Council for a four-year term. The terms are on a rotating

schedule so that only a portion of the Commission is up for reconsideration at any one time. The current HPAC terms and appointments created through Resolution 2016-02 are shown in Table 1 below.

Table 1. Current HPAC Terms and Appointments

HPAC Member	HPAC Member Name	Appointment	HPAC Term Expiration Date
1	Vacant	Truckee-Donner Historical Society	November 2027
2	Brandon Brooks	Professional	November 2029
3	Bill Kenny	Lay Member	November 2027
4	Carole Sesko	Lay Member	November 2029
5	Kelly Gove	Professional	November 2027

Current HPAC Vacancy

In February 2026, Chaun Mortier, the Commission member representing of the Truckee Donner Historical Society, resigned from the Commission. Ms. Mortier has nominated another member from the Historical Society, Greg Zirbel, to take her place on the Commission. To ensure consistency with the Town’s processes for board member/commissioner appointments, staff recommends following the standard application process for the position, which includes advertising the position, accepting applications from all interested individuals, and action by the Town Council to fill the position. Staff also recommends that the Council broaden the qualifications for the position to include both members of the historical society and members who meet the “Professional” member qualifications to ensure that there is a robust pool of potential candidates for the position.

Staff Recommendation

Staff recommends that the Council adopt Resolution 2026-07 (Attachment #2), changing the configuration of the Historic Preservation Advisory Commission to include two Professional members, two Lay members, and either a member of the Truckee-Donner Historical Society or a member that meets the “Professional” member qualifications.

Priority:

Enhanced Communication
 Climate and Greenhouse Gas Reduction
 Housing
 Infrastructure Investment
 Emergency and Wildfire Preparedness
 Core Service

Fiscal Impact: None. HPAC terms are reviewed by Council on a rotating schedule every two years.

Public Communication: The Council hearing was noticed in accordance with the noticing requirements of the Development Code.

Attachments:

1. Resolution 2016-02
2. Resolution 2026-07 (Draft)