



# Carson City Planning Division

108 E. Proctor Street  
Carson City, Nevada 89701  
(775) 887-2180 – Hearing Impaired: 711  
[planning@carson.org](mailto:planning@carson.org)  
[www.carson.org/planning](http://www.carson.org/planning)

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## MEMORANDUM

Historic Resource Commission meeting of January 6, 2016

**TO:** Historic Resource Commission **Item F-4**

**FROM:** Susan Dorr Pansky, AICP  
Planning Manager

**DATE:** December 28, 2015

**SUBJECT: HRC-15-184 – Election of Chair and Vice-Chair**

The Historic Resources Commission (HRC) bylaws require the HRC to elect a chair and vice-chair at its January meeting each year to serve a term from February through January of the following year. The current chair will accept nominations and conduct an election for the HRC chair and vice-chair for 2016.

The election of the chair and vice-chair must be made by an affirmative vote of at least four members of the HRC.

The Board of Supervisors recently gave direction to the District Attorney on revisions to the adopted Board, Committees and Commissions policy that includes a change that encourages a chairperson not to serve more than two consecutive years, but does not prohibit it. This change will allow flexibility with the chairperson position, as it may not be feasible for the position to rotate amongst members every two years, depending upon the duties of each applicable Board, Committee or Commission.

If you have questions regarding this item, please me at (775) 283-7076 or via email at [spansky@carson.org](mailto:spansky@carson.org). Thank you.