

GARDNERVILLE REGULAR MEETING Meeting Agenda



Jim Park, Chairman
Barbara Smallwood, Vice Chairman
Bill Chernock, Board Member
Dan Hamer, Board Member
Rocky Walling, Board Member

Gardnerville Administrative
Office 1407 Highway 395 N
Gardnerville, NV 89410
www.townofgardnerville.com
Phone: 775-782-7134

Tuesday, August 4, 2026

4:30 PM

Gardnerville Town Hall

MISSION STATEMENT

"The Town of Gardnerville is committed to providing fiscally responsible services to its residents with respect and professionalism."

Copies of the finalized agenda are posted at the following locations on or before the third day prior to the Town Board Meeting in accordance with NRS Chapter 241:

Gardnerville Town Offices, 1407 Hwy 395 N, Gardnerville NV 89410

The agenda and supporting materials may also be found online at <https://www.townofgardnerville.com/government/town-board/archive-center/> and <https://notice.nv.gov/>.

Notice to Persons with Disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the Gardnerville Town Offices in writing at 1407 Highway 395, Gardnerville NV 89410, or by calling (775) 782-7134 at least 24 hours in advance.

Notice regarding NRS 237: The Gardnerville Town Board has adopted a Standard Policy No. 7, which contains a motion regarding Business Impact Statements (BIS). When the Town Board approves its agenda, it also approves a motion which includes ratification of staff action taken pursuant to NRS 237-030 et seq. with respect to items on the agenda, and determines that each Rule which is on the agenda for which a BIS has been prepared does impose a direct and significant economic burden on a business or directly restricts the formation, operation or expansion of a business, and each Rule which is on the agenda for which a BIS has not been prepared does not impose a direct and significant economic impact on a business or directly restrict the formation, operation or expansion of a business.

Notice: Items on the agenda may be taken out of order; the Gardnerville Town Board may combine two or more agenda items for consideration; and the Gardnerville Town Board may remove an item from the agenda or delay discussion relating to an item on the agenda at any time. All items shall include discussion and possible action to approve, modify, deny, or continue.

Notice: "Any invocation offered before the official start of the Board meeting shall be a voluntary offering of a private citizen. Attendance and participation in any invocation is not required. The views expressed are not necessarily views of the Board, have not been previously reviewed or approved, and shall not impact the business of the Board."

INVOCATION - Deacon Patsy Pumphrey - Coventry Cross Episcopal Church

Call to Order and Determination of a Quorum

PLEDGE OF ALLEGIANCE - Dan Hamer

PUBLIC INTEREST COMMENTS (No Action)

This portion of the meeting is open to the public to speak on any topic not on the agenda and must be limited to 3 minutes. The Gardnerville Town Board is prohibited by law from taking immediate action on issues raised by the public that are not listed on the agenda.

FOR POSSIBLE ACTION: APPROVAL OF AGENDA, with public comment prior to Board action.

The Gardnerville Town Board reserves the right to take items in a different order to accomplish business in the most efficient manner.

FOR POSSIBLE ACTION: APPROVAL OF PREVIOUS MINUTES:

July 7, 2026 Meeting Minutes

[July Gardnerville Town Board draft meeting minutes](#)

CONSENT CALENDAR FOR POSSIBLE ACTION

Items appearing on the Consent Calendar are items that may be adopted with one motion after public comment. Town Board Members or any member of the general public wishing to discuss any Consent item or items may request to have the item or items moved to the Administrative Agenda for further discussion. When items are moved for discussion, they will be placed at the beginning of the Administrative Agenda.

1. **For Possible Action: Acknowledge no correspondence for the month of July 2026. (Carol Louthan, Administrative Services Manager)**
2. **For Possible Action: Approve, approve with modifications, or deny August 2026 Report of June 2026 Health & Sanitation Data. (Marie Nicholson, Secretary).**
[H&S August 2026 Report of June 2026 Data](#)
3. **For Possible Action: Approve, approve with modifications, or deny July 2026 paid claims. (Carol Louthan)**
[July 2026 Paid Claims](#)
4. **For Possible Action: Discussion to approve, approve with modifications or deny a Town of Gardnerville special event application by St. Gall Catholic Church to reserve Heritage Park on Sunday, September 13, 2026 from 8:00 AM to 3:00 PM for a mass followed by a picnic. (Fr. Mark Hanifan, President)**
[St Galls @ hp 9-13-26](#)
5. **For Possible Action: Discussion to approve, approve with modifications or deny a Town of Gardnerville special event application by Elks Lodge 2670 to reserve Heritage Park on Saturday, September 26, 2026 from 10:00 AM to 4:00 PM for an appreciation picnic. (John Cleary, Elks Lodge 2670)**
[Elks bbq @ hp 9-26-26 appl](#)

ADMINISTRATIVE AGENDA

(Any agenda items pulled from the Consent Calendar will be heard at this point.)

6. **Not For Possible Action:** Discussion on the Main Street Gardnerville Director's Report of Activities for the month of July 2026. (Jen Tune, Main Street Gardnerville Executive Director)
[July 2026 Director's Report](#)
7. **For Possible Action:** Discussion to recommend approval, approval with modifications or denial of a proposed waiver to the Town of Gardnerville Design Guidelines adopted color scheme and support the property owner's request to paint an existing commercial building at 1508 US Highway 395 N, APN 1320-32-702-006, the color "falling star"; with public comment prior to board action. (John Nelson, owner and Erik Nilssen, Town Manager)
[1508 US Highway 395 N Staff Report](#)
[1508 US Highway 395 N Staff Powerpoint](#)
8. **For Possible Action:** Discussion on future options and use of the Gardnerville Jail Building (1440 Courthouse Street); with public comment prior to board action. (Erik Nilssen)
[Jailhouse_Lease_Proposal 20_30](#)
[July 7 jail memo Jim Park to Town Manager](#)
[\(1\) Gardnerville Branch Jail NPS registration](#)
[\(2\) The Jail Guy](#)
[\(3\) 169 year ends](#)
[\(4\) Constables](#)
[\(5\) Justices of the Peace](#)
[Aug 25 GTB mtg minutes - Item No 8 Jail Use](#)
9. **For Possible Action:** Discussion to approve, approve with modifications or deny the town manager's request to open a recruitment for a new town secretary to allow for overlap and training due to the impending retirement of the current secretary; with public comment prior to board action. (Erik Nilssen)
[Marie Resignation Notice](#)
10. **For Possible Action:** Discussion to approve, approve with modifications, or deny Town Policy 24.1, Sidewalk Replacement and Maintenance Cost Share Policy, which seeks to formalize and modify a cost share program with the public for replacement and repair of damaged town sidewalks; with public comment prior to board action. (Erik Nilssen)
[Memo to Town Board RE Sidewalk Maintenance and Repair Policy](#)
11. **Not For Possible Action:** Discussion on the town attorney's monthly report of activities for the month of July 2026. (David H. Rigdon, Town Attorney)
[2026-08-04 TA Activity Report](#)
12. **Not For Possible Action:** Discussion on the town manager's monthly report of activities for the month of July 2026. (Erik Nilssen)
[2026 August Town Manager Monthly Report](#)
[Sister Cities Proclamation Arrival](#)
13. **Not For Possible Action:** Discussion on the town board members activities and liaison committee reports including but not limited to: Carson Valley Arts Council, Nevada League of Cities, Carson Valley Visitors Authority, and Main Street Gardnerville. (Board Members)
14. **For Possible Action:** Direction to the town manager by the town board members regarding the placement of items on future town board agendas: with public comment prior to board action. (Erik Nilssen)

2nd PUBLIC INTEREST COMMENTS period (No action will be taken)

Adjourn

Movie in the Park - August 7, 2026 - Transformers One
Next Regular Board Meeting - September 1, 2026.