

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, June 2, 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 - Rev. Elizabeth Tattersall, Coventry Cross Episcopal Church

Call to Order and Determination of a Quorum

PLEDGE OF ALLEGIANCE - Barbara Smallwood

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:

May 5, 2026 Meeting Minutes

[May 2026 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 and file correspondence for the month of May 2026.**
(Carol Louthan, Administrative Services Manager)
[Correspondence - May 2026](#)
2. **For Possible Action: Approve, approve with modifications, or deny June 2026 Report of April 2026 Health & Sanitation Data.** (Marie Nicholson, Secretary).
[H&S June 2026 Report of April 2026 Data](#)
3. **For Possible Action: Approve, approve with modifications, or deny May 2026 paid claims.**
(Carol Louthan)
[May 2026 Paid Claims Report](#)
4. **For Possible Action: Discussion to approve, approve with modifications or deny a special event application by the Carson Valley Pops Orchestra to reserve Heritage Park on Saturday, July 4, 2026 from 10:00 a.m. until 1:30 p.m. for a public concert.** (Judy Sheldrew, Carson Valley Pops)
[2026 Gardnerville Application](#)
[Pops Certificate of Insurance](#)
5. **For Possible Action: Discussion to approve, approve with modifications or deny a special event application by the Tahoe Douglas Elks to reserve Heritage Park on Sunday, June 14, 2026 from 10:00 a.m. until 4:00 p.m. for a Flag Day Ceremony.** (Antionette Cloney, Secretary, Tahoe Douglas Elks)
[Tahoe Douglas Elks Application](#)
[Certificate of Insurance](#)

6. **For Possible Action:** Discussion to approve, approve with modifications, or deny the renewal of the Town of Gardnerville's insurance policy offered through the Nevada Public Agency Insurance Pool (POOL) with a payment of \$42,346.69 as budgeted for in fiscal year 2026-2027. (Alan Reed, Warren Reed Insurance & Erik Nilssen, Town Manager)
[2627 POOL PACKET Proposal](#)

ADMINISTRATIVE AGENDA

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

7. **Not For Possible Action:** Discussion on the Main Street Gardnerville Director's Report of Activities for the month of May 2026. (Jen Tune, Main Street Gardnerville Executive Director)
[May 2026 Director's Report](#)
8. **Not For Possible Action:** Presentation on the status and concern of deed fraud in Nevada. (Shawnyne Garren, Douglas County Recorder)
[Real Property Fraud Presentation - Douglas County Recorder](#)
9. **For Possible Action:** Discussion on Town Policy 20.0, Past Due Accounts - Health and Sanitation, including the potential reimbursement of late fees assessed during the January residential solid waste billing cycle; with public comment prior to board action. (Erik Nilssen)
[20.0 Past Due Accounts H&S June 2025](#)
[Residents Who Have Contacted the Office](#)
10. **For Possible Action:** Direction to the town manger on possible revisions to Town Policy 22.12 Compost Collection; with public comment prior to town board action. (Erik Nilssen)
[Attachments for Green Waste Discussion](#)
11. **For Possible Action:** Discussion to approve, approve with modifications, or deny a contract for services by an independent contractor with Comstock Construction Services Inc in an amount not to exceed \$63,635 for the materials testing and inspection to support the town in the reconstruction of Industrial Way and allow the Town Manager to sign contract amendments in an amount no to exceed 10% of the contract total; with public comment prior to board action. (Erik Nilssen)
[Partially Executed Materials Testing Contract - Comstock](#)
12. **Not For Possible Action:** Discussion on the town attorney's monthly report of activities for the month of May 2026. (David H. Rigdon, Town Attorney)
[2026-06-02 TA Activity Report](#)
13. **Not For Possible Action:** Discussion on the town manager's monthly report of activities for the month of May 2026. (Erik Nilssen)
[2026 June Town Manager Monthly Report](#)
[NVCEM Conference Agenda](#)
[Wayne With Pond Goldfish](#)
14. **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)
15. **For Possible Action:** Discussion on the annual performance evaluation of town manager, Erik Nilssen, the determination of any adjustments to pay, goals for FY26-27, and other compensation and benefits as the board may determine is appropriate; with public comment prior to board action. (Jim Park, Chairman of the Gardnerville Town Board)
[Self Assessment Update 2026](#)

[Proof of service](#)
[Board Evaluation-Town Manager Summary 2026](#)

16. **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 - June 5th - Coco
Next Regular Board Meeting - July 7, 2026**