



Gardnerville Water Company
1579 Virginia Ranch Rd
Gardnerville, NV 89410
(775) 782-2339
www.gardnervillewater.org

The Gardnerville Water Company is committed to providing water in a courteous and accountable manner, for the long-term benefit of our customers, above and beyond the standards set for public health, safety and the environment.

Board of Directors Notice of Elections

The Gardnerville Water Company (GWC) will be accepting applications for Board of Directors beginning on June 26, 2026, through August 14, 2026. The GWC Board of Directors consists of 5 members elected to 4-year terms.

Members of the GWC service area interested in applying for a Board position may obtain an application at the GWC office located at 1579 Virginia Ranch Road, Gardnerville or online at www.gardnervillewater.org/board-of-directors.

In order to be considered qualified to run for or be seated as a director a candidate must be a real property owner within, and reside within, the GWC's service area, and said candidate's fees for water service provided by GWC must be current. No person who is a voting member of any governmental entity, including, but not limited to, the Douglas County Commission, Douglas County Planning Commission, or Town of Gardnerville, is eligible to run.

All applications must be submitted to the GWC office no later than close of business August 14, 2026. All questions regarding the applications for the Board of Directors should be directed to the GWC office at (775) 782-2339.

Best Water! Best Service!



Gardnerville Water Company
1579 Virginia Ranch Road
Gardnerville, NV 89410
Phone (775) 782-2339
Fax (775) 782-2491
www.gardnervillewater.org

BOARD MEMBER JOB DESCRIPTION

JOB DESCRIPTION:

The Gardnerville Water Company Board of Directors consists of a five-member board elected by the property owners of Gardnerville. Directors serve staggered four-year terms. The elected board of directors provides the Utility Manager-Engineer direction and leadership.

QUALIFICATIONS:

- 18 Years or older
- Must be a property owner within and reside within the voting district with an opening
- Not be a voting member of any local governmental entity

WORK HOURS: Must attend the Board of Directors meetings held monthly on the 2nd Tuesday of each month. Other hours as needed.

SALARY: Members - \$550 per month; Chairman - \$600 per month

BENEFITS: None

FLSA STATUS: Non-Exempt

SAFTEY SENSITIVE POSITION: No

ESSENTIAL FUNCTIONS:

- Analyze operations to evaluate performance of GWC Manager in meeting objectives; provide leadership and direction.
- Assist in the preparation and implementation of goals and objectives for the GWC; develop, communicate, and implement policies and procedures.
- Keep current on all projects, programs, rule makings, and other activities of local, regional, state, and federal agencies that impact the GWC water system.
- Makes serious commitment to participate actively in board member work.
- Oversee GWC's water rights and masterplan.
- Oversee the overall operations of the GWC.
- Participates in public events representing the organization.
- Provide leadership in recruitment, hiring, and directing employees. Require compliance with all policies and procedures, pay practices, and other administrative resolutions.
- Regularly attends board meetings, and flexible to attend special meetings if needed.

- Review, analyze, and approve monthly financial statements, annual budget, annual capital projects, investments, long range financial plan, and water rate schedules.
- Stays informed about company matters, prepares themselves for meetings, and reviews and comments on minutes and reports.
- Performs other responsibilities assigned by the Board.

PHYSICAL AND MENTAL DEMANDS:

The physical and mental requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Strength, dexterity, coordination, and vision to see reports or a video display. Strength and stamina to bend, stoop, sit, and stand for short periods of time. Dexterity and coordination to handle files and single pieces of paper.

Mental requirements include active listening, critical thinking, complex problem solving, learning techniques, mathematics, monitoring, reading comprehension, science, speaking, and writing.

In compliance with applicable disability laws, reasonable accommodations may be provided for qualified individuals with a disability who require and request such accommodations. Incumbents and individuals who have been offered employment are encouraged to discuss potential accommodations with the employer.

WORKING CONDITIONS:

Work is performed under the following conditions. Position functions indoors in an office type environment where most work is performed at a table. Environment is generally clean with limited exposure to conditions such as dust, fumes, noise, or odors.

I have read and understand this explanation and job description.

Signature: _____ Date: _____



1579 Virginia Ranch Road
Gardnerville, NV 89410
Tel: 775.782.2339
Fax: 775.782.2491
E-mail: water@gardnervillewater.org
www.gardnervillewater.org

Best Water! Best Service!

Gardnerville Water Company Board Member Application

Name: _____
Last First MI

Mailing Address: _____

Residence Address: _____

Town of Gardnerville Property Owner: No Yes How Long: _____

Home Phone: _____ Cell Phone: _____ Work Phone: _____

E-mail Address: _____ Occupation: _____

I. Statement Reflecting Qualifications/Interest in Becoming a Board Member:

II. Experience in Community Service:

III. Affiliation With Technical/Professional Societies:

