



Memorandum

To: Fire Board

From: Tim McHargue, Fire Chief 

CC: Ryan McIntosh, Assistant Fire Chief
Amber Law, Business Manager

Date: August 26, 2026

Subject: District 5 Board Vacancy and Appointment Process

Background

Board Member Jenny Williamson has submitted her resignation from the Central Lyon County Fire Protection District Board of Directors, District 5, effective August 31, 2026 (Attachment A). Her resignation will create a vacancy on the Board beginning September 1, 2026.

Pursuant to NRS 474.145, when a vacancy occurs on the board of directors of a county fire protection district, the remaining directors shall fill the vacancy by appointing a qualified elector who is registered to vote in the District. The person appointed serves during the remainder of the term and until a successor is elected and qualified. *If the remaining directors fail or refuse to appoint a new director within 30 days after the vacancy occurs, the Lyon County Board of Commissioners is responsible for making the appointment.*

Because Director Williamson's resignation is effective August 31, the vacancy will occur September 1, 2026. The Board's September 10, 2026 meeting therefore provides an opportunity to make an appointment within the statutory 30-day period.

District 5 General Election

The District 5 seat is already scheduled for election in the 2026 General Election. Charles Shirley is a candidate for District 5. The General Election will take place on November 3, 2026, and the person elected to the District 5 seat is scheduled to take office January 1, 2027.

Mr. Shirley's candidacy in the General Election is separate from the interim vacancy created by Director Williamson's resignation. The Board may consider an appointment to fill the vacancy until the successor elected in November takes office and qualifies. President Ritter will contact Mr. Shirley to determine his interest in the appointed position.

September 10, 2026 Board Meeting

An agenda item will be placed on the September 10, 2026 Board meeting agenda for discussion and possible action regarding the appointment of a qualified candidate to fill the District 5 vacancy. The appointment decision rests with the remaining members of the Board. At the meeting, the Board may consider a candidate for appointment, discuss the candidate's qualifications, receive public comment as appropriate, and take action by vote. Any person appointed would serve in the District 5 position on an interim basis until the successor elected at the November 3 General Election takes office and qualifies.

The purpose of the September 10 agenda item is to allow the Board to address the vacancy promptly, maintain a full Board during the interim period, and complete the appointment process within the timeframe established by Nevada law.

County Notification and Follow-Up

Following Director Williamson's resignation, I will provide notice of the vacancy and a copy of the resignation to the Lyon County Clerk/Treasurer's Elections Office. I will also provide a courtesy notification to the Lyon County Manager/Board of County Commissioners so the County is aware of the vacancy and the District's intent to consider an appointment within the 30-day period provided by NRS 474.145.

If the Board makes an appointment on September 10, I draft a letter for President Ritter to notify the Lyon County Clerk, as the filing officer for this elected district office, of the appointment in accordance with NRS 283.125. That notice will include the information required by statute, including the appointee's name, residence address, telephone number, and term of appointment. The District will also issue the appointee a certificate of appointment as required by NRS 283.130 and ensure that the appointee completes the required oath and qualification process before serving as a Director.

Based on the applicable statutes, no separate notification to the Nevada Secretary of State, Governor's Office, or State Fire Marshal is anticipated for this local Board vacancy or appointment. I will coordinate with the Lyon County Clerk's Office regarding any additional election-related documentation they require.

The purpose of the September 10 agenda item is to allow the Board to address the vacancy promptly, maintain a full Board during the interim period, and complete the appointment process within the timeframe established by Nevada law.

Attachment A

Tim McHargue

From: Jenny Williamson <aerialtiler@gmail.com>
Sent: Friday, August 21, 2026 5:52 AM
To: Amber Law; Tim McHargue
Subject: Resignation



External (aerialtiler@gmail.com)

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Dear Amber and Chief McHargue,

Please accept this email as formal notification that I am resigning from my position on the Central Lyon Fire Protection District Fire Board, effective Monday, August 31, 2026.

This was a difficult decision, but I have found that I no longer have the necessary capacity to balance the requirements of this role with the demands of my full-time professional position and my current personal responsibilities. To ensure the Board has the dedicated oversight it deserves, I believe it is in the best interest of the District for me to step down at this time.

I am sincerely grateful for the opportunity to serve on the fire board. It has been a privilege, and I have learned a great deal from my experience. I appreciate the trust placed in me and the chance to contribute to the district.

Thank you for understanding, and I wish the board and the district continued success.

Sincerely,
Jenny Williamson
District 5