

Nevada County
Local
Agency
Formation
Commission

LAFCo
950 Maidu Avenue
Nevada City, CA 95959
Phone: 530-265-7180
E mail lafco@co.nevada.ca.us
<https://www.mynevadacounty.com/907>

Ben Aguilar, **Vice Chair**
Cities

Richard Anderson
County

Kurt Grundel, **Chair**
Districts

Anna Klovstad
Cities

Dan Miller
County

Josh Susman
Public

Nick Wilcox
Districts

Ed Beckenbach
Districts Alternate

Gloria Glenn
Public Alternate

Sue Hoek
County Alternate

Erin Ruark-Minett
Cities Alternate

SR Jones
Executive Officer

P. Scott Browne
Legal Counsel

Deborah Gilcrest
Clerk/Analyst

October 20, 2020

Attention: Boards of Directors --- Nevada County's
Independent Special Districts

RE: Request for Nominations of Candidates for LAFCO's Special District
vacancies:

- One Regular District Member
- One Alternate District member

The current Regular District Member and Alternate Member representing the 24 Independent Special Districts for the Nevada County Local Agency Formation Commission (LAFCO) will end their terms on November 20, 2020. It is therefore time to request nominations for each position.

Per Government Code Section 56334, both members will begin their term in February of 2021 and end their four-year term in May 2025 (upon the appointment and qualification of a successor). An explanation of the responsibilities of LAFCo Commissioners (including Alternates) is attached.

Following are the steps of the nomination and election process:

1. This request for nominations is sent to each Independent Special District, and to ensure all districts the maximum time to act, we send this initial notice by email. Ballots are sent separately at the end of the nomination process.
2. Each district may nominate one candidate for each vacancy; and the District is not required to make a nomination. Each candidate must have his or her own nominating resolution (a **sample resolution** is enclosed). One resolution will specify the nominee for the Regular District member and the other resolution will specify the nominee for the Alternate District member. Nominees must be Board members, not staff. Due to the composition of the Commission, an alternate for each category is required and therefore one

name cannot be used on both resolutions.

3. Nominating districts may also forward brief résumés for their nominees, one paragraph in length, describing their qualifications. **The resolution and the candidates' résumés must be received by LAFCo no later than Thursday, December 17, 2020.**
4. LAFCO staff will then prepare one ballot for each position. Ballots will be mailed in mid-December. To make sure every district has an opportunity to consider its vote at a regularly scheduled meeting, LAFCO will provide a full month (or more) for the return of the ballots.
5. Ballots will be tallied in February 2021, by LAFCO staff in the presence of at least one disinterested third party.

Results of the election for the LAFCO Special District member(s) will be sent to each Special District and each nominee.

The resolution of nomination (see example attached) must be returned *no later than Thursday, December 17, 2020, to the following address:*

**Nevada LAFCO
950 Maidu Avenue, Suite 270
Nevada City, CA 95959**

If you have any questions, comments or concerns please call the LAFCO office at 265-7180.
Thank you,

Deborah Gilcrest
Commission Clerk

cc: Kurt Grundel, Commission Chair

enclosures: Responsibilities of a LAFCO Commissioner
Sample Resolution of Nomination

PLEASE NOTE: The difficulty experienced in previous efforts to obtain a quorum for an in-person meeting of the Special District Selection Committee to select a LAFCO member has resulted in the reinstatement of the mail ballot procedure. Please further note the choice of method is the prerogative of the Independent Special Districts of Nevada County, and not LAFCO. Districts that would prefer to have the Selection Committee meet in person to submit nominations and conduct an election may submit a written request to the LAFCO office. Should a majority of districts sign such a request, the “*in-person*” method will be used for the next election of a district member and/or the election of an alternate district member.

Responsibilities of a LAFCo Commissioner

What is LAFCo?

The Local Agency Formation Commission (LAFCo) is an independent public agency with authority over local government agency changes of organization—that is, annexations, detachments, and consolidations of cities or districts, formation and dissolution of Special Districts, and incorporation and disincorporation of cities. Additionally, LAFCo is responsible for adopting a Sphere of Influence for each agency in the county. The Sphere of Influence is a plan for an agency's probable future boundaries and should represent a logical growth plan for the agency.

LAFCo's Composition

The Commission is composed of two Special District Members (elected by the Independent Special Districts); two County Members (appointed by the Board of Supervisors); two City Members (appointed by the City Selection Committee); and a Public Member (appointed by the other LAFCo Commissioners). *In addition, each category has an Alternate Member who votes in the absence of one of the members of that category. Alternate Members attend all meetings and participate in all discussions.*

The Commissioner's Role

LAFCo Commissioners approve or deny proposals for changes in organization based on the procedures and standards of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Government Code Sections 56000 *et seq.*). Additionally, LAFCo is subject to the California Environmental Quality Act, as are all public agencies.

LAFCo Commissioners are required to file an annual Statement of Economic Interest, Form 700, as prescribed by the Fair Political Practices Commission, and to observe the LAFCo Conflict of Interest Code.

Commissioners, including alternates, are also required to complete two hours of ethics training in compliance with AB 1234 within one year of their election (County, City, and District members) or appointment (Public members) and every two years thereafter.

LAFCo Meetings

The Commission usually meets at 9:30 a.m. on the third Thursday of each month in Nevada City; meetings are occasionally held elsewhere and at other times. Commissioners are expected to attend all meetings and participate in the deliberation process. LAFCo also has an appointed staff to coordinate meeting logistics and to research and make recommendations on proposals before the Commission.

RESOLUTION NO. [2020]-_____

OF THE _____ DISTRICT

**MAKING NOMINATIONS TO THE NEVADA COUNTY
LOCAL AGENCY FORMATION COMMISSION FOR**

SPECIAL DISTRICT REGULAR MEMBER

Whereas, the Board of Directors of the _____ District has received notice of the request for nominations for a Special District Regular Member position on the Local Agency Formation Commission of Nevada County, pursuant to Section 56332 of the Government Code; and

Whereas, the Board of Directors of the _____ District has considered this request and determined to nominate the individual named below to serve on Nevada County LAFCo as Special District Regular Member;

Now, therefore, be it resolved, the Board of Directors is nominating _____ for Special District Regular Member with a term to expire May 5, 2025.

The foregoing resolution was duly passed at a regular/special meeting of the _____ District held on _____, 2020, by the following roll call vote:

AYES:

Chair of the Board

NOES:

ATTEST:

ABSTAIN:

Clerk of the Board

ABSENT:

I hereby accept nomination for the position of Special District Regular Member of Nevada LAFCo for the term ending May 5, 2025.

Name (*printed*): _____

Signature: _____

RESOLUTION NO. [2020]-_____

OF THE _____ DISTRICT

**MAKING NOMINATIONS TO THE NEVADA COUNTY
LOCAL AGENCY FORMATION COMMISSION FOR**

SPECIAL DISTRICT ALTERNATE MEMBER

Whereas, the Board of Directors of the _____ District has received notice of the request for nominations for a Special District Alternate Member position on the Local Agency Formation Commission of Nevada County, pursuant to Section 56332 of the Government Code; and

Whereas, the Board of Directors of the _____ District has considered this request and determined to nominate the individual named below to serve on Nevada County LAFCo as Special District Alternate Member;

Now, therefore, be it resolved, the Board of Directors is nominating _____ for Special District Alternate Member with a term to expire May 5, 2025.

The foregoing resolution was duly passed at a regular/special meeting of the _____ District held on _____, 2020, by the following roll call vote:

AYES:

Chair of the Board

NOES:

ATTEST:

ABSTAIN:

Clerk of the Board

ABSENT:

I hereby accept nomination for the position of Special District Alternate Member of Nevada LAFCo for the term ending May 5, 2025.

Name (*printed*): _____

Signature: _____



RESOLUTION NO. 2020-31

OF THE BOARD OF DIRECTORS OF THE NEVADA IRRIGATION DISTRICT

MAKING NOMINATIONS TO THE NEVADA COUNTY LOCAL AGENCY FORMATION COMMISSION FOR SPECIAL DISTRICT REGULAR MEMBER

WHEREAS, the Board of Directors of the Nevada Irrigation District has received notice of the request for nominations for a Special District Regular Member position on the Local Agency Formation Commission of Nevada County, pursuant to Section 56332 of the Government Code; and

WHEREAS, the Board of Directors of the Nevada Irrigation District has considered this request and determined to nominate the individual named below to serve on Nevada County LAFCo as Special District Regular Member.

NOW, THEREFORE, BE IT RESOLVED, the Board of Directors is nominating _____ for Special District Regular Member with a term to expire May 5, 2025.

* * * * *

PASSED AND ADOPTED by the Board of Directors of the Nevada Irrigation District at a regular meeting held on the 9th day of December, 2020 by the following roll-call vote:

AYES:	Directors:
NOES:	Directors:
ABSENT:	Directors:
ABSTAINS:	Directors:

President of the Board of Directors

Attest:

Secretary to the Board of Directors

I hereby accept nomination for the position of Special District Regular Member of Nevada LAFCo for the term ending May 5, 2025.

Name (printed): _____

Signature: _____



RESOLUTION NO. 2020-32

OF THE BOARD OF DIRECTORS OF THE NEVADA IRRIGATION DISTRICT

**MAKING NOMINATIONS TO THE NEVADA COUNTY LOCAL AGENCY
FORMATION COMMISSION FOR SPECIAL DISTRICT ALTERNATE MEMBER**

WHEREAS, the Board of Directors of the Nevada Irrigation District has received notice of the request for nominations for a Special District Alternate Member position on the Local Agency Formation Commission of Nevada County, pursuant to Section 56332 of the Government Code; and

WHEREAS, the Board of Directors of the Nevada Irrigation District has considered this request and determined to nominate the individual named below to serve on Nevada County LAFCo as Special District Alternate Member.

NOW, THEREFORE, BE IT RESOLVED, the Board of Directors is nominating _____ for Special District Alternate Member with a term to expire May 5, 2025.

* * * * *

PASSED AND ADOPTED by the Board of Directors of the Nevada Irrigation District at a regular meeting held on the 9th day of December, 2020 by the following roll-call vote:

AYES: Directors:
NOES: Directors:
ABSENT: Directors:
ABSTAINS: Directors:

President of the Board of Directors

Attest:

Secretary to the Board of Directors

I hereby accept nomination for the position of Special District Alternate Member of Nevada LAFCo for the term ending May 5, 2025.

Name (printed): _____

Signature: _____