

Nevada County  
Local  
Agency  
Formation  
Commission

LAFCo  
950 Maidu Avenue  
P.O. Box 599002  
Nevada City, CA 95959-7902

Phone: 530-265-7180

E mail: [lafco@nevadacountyca.gov](mailto:lafco@nevadacountyca.gov)  
<https://www.mynevadacounty.com/907>

Josh Susman, **Chair**  
*Public*

Ricki Heck  
*Districts*

Sue Hoek  
*County*

Vacant  
*Cities*

Gordon Mangel, **Vice-Chair**  
*Districts*

Gary Petersen  
*Cities*

Lisa Swarhout  
*County*

Hardy Bullock  
*County Alternate*

Rich Johansen  
*Districts Alternate*

Erin Minett  
*Public Alternate*

Vacant  
*Cities Alternate*

SR Jones  
*Executive Officer*

P. Scott Browne  
*Legal Counsel*

Deborah Gilcrest  
*Clerk/Analyst*

January 21, 2025

To: Boards of Directors – Nevada County’s Independent Special Districts

From: Deborah Gilcrest, Commission Clerk-Analyst

RE: **Request for Nomination of Candidates for LAFCo’s Special District member vacancies**

- One regular district member
- One alternate district member

Two of LAFCo's district members, Ricki Heck and Rich Johansen, have represented all 24 Nevada County independent districts since May of 2021. Pursuant to the provisions of Government Code 56332, Nevada LAFCo conducts the business of the Special District Selection Committee (addressee) via electronic mail - including nominations and elections. This communication is to notify the Special Districts that LAFCo is again seeking the nomination of candidates.

Please see the attached documents for an explanation of the responsibilities of a LAFCo Commissioner; and for more detailed information regarding LAFCo’s mandate, please visit our website or call the office and speak with a staff member (530) 265-7180.

<https://www.nevadacountyca.gov/907>

Following are the steps of the nomination and election process:

1. The request for nominations (*this letter*) is sent to each Independent Special District, and to ensure all districts the maximum time to act, the initial notice is sent by email.
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.

3. Due to the composition of the Commission, an alternate for each category is required and therefore one name cannot be used on both resolutions. Also, the District Board may choose to nominate only one candidate; it is not necessary to submit two nominations.
4. Nominating districts may also forward brief resumes for their nominee, one paragraph in length, describing qualifications. **The resolution and the candidates' resumes must be received by LAFCo no later than Friday, March 7, 2025.**
5. LAFCO staff will then prepare one ballot for each position. Ballots will be mailed in mid-February. To make sure every District has the opportunity to vote at a regularly scheduled meeting, LAFCo will provide a full month (or more) for the return of each District's completed ballot.

Results of the election will be sent to each Special District and each nominee before April 25, 2025.

The resolution of the nomination (see attached example) must be returned no later *than 5 p.m., Friday, March 7, 2025*, and the resolution must include the Board Chair's original signature.

If you have any questions, comments or concerns, please call the LAFCo office at 530-265-7180. Thank you for your attention to this important matter!

cc: Josh Susman, Commission Chair  
Gordon Mangel, Commission Vice-Chair  
Ricki Heck, District member – Regular  
Rich Johansen, District member – Alternate

Attachments:

Sample Resolution of Nomination by the Board  
Responsibilities of a LAFCo Commissioner

**RESOLUTION NO. [2025]-\_\_\_\_\_**

**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 1, 2028.

The foregoing resolution was duly passed at a regular/special meeting of the \_\_\_\_\_ District held on \_\_\_\_\_, 2025, 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 1, 2029.

Name (*printed*): \_\_\_\_\_

Signature: \_\_\_\_\_

**RESOLUTION NO. [2025]-\_\_\_\_\_**

**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 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 1, 2028.

The foregoing resolution was duly passed at a regular/special meeting of the \_\_\_\_\_ District held on \_\_\_\_\_, 2025, 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 1, 2029.

Name (*printed*): \_\_\_\_\_

Signature: \_\_\_\_\_

## **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 Committee); 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. 2025-13**

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 Director s 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 Rich Johansen for Special District Regular Member with a term to expire May 1, 2028.

\* \* \* \* \*

**PASSED AND ADOPTED** by the Board of Directors of the Nevada Irrigation District at a regular meeting held on the 12th day of February 2025 by the following roll-call vote:

<b>AYES:</b>	Directors:
<b>NOES:</b>	Directors:
<b>ABSENT:</b>	Directors:
<b>ABSTAINS:</b>	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 1, 2028.

Name (printed): Rich Johansen

Signature:

\_\_\_\_\_



**RESOLUTION NO. 2025-14**

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 Ricki Heck for Special District Alternate Member with a term to expire May 1, 2028.

\* \* \* \* \*

**PASSED AND ADOPTED** by the Board of Directors of the Nevada Irrigation District at a regular meeting held on the 12th day of February 2025 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 1, 2028.

Name (printed): Ricki Heck

Signature:  
\_\_\_\_\_