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**FRESNO LOCAL AGENCY FORMATION COMMISSION (LAFCo)  
EXECUTIVE OFFICER'S REPORT**

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**AGENDA ITEM NO. 12**

**DATE:** April 13, 2016

**TO:** Fresno Local Agency Formation Commission

**FROM:** David E. Fey, AICP, Executive Officer 

**SUBJECT:** Consider Approval - Proposed Fresno LAFCo Legislative Process Practice

**RECOMMENDATION:** Approve the Proposed Fresno LAFCo Legislative Process Practice

**Analysis**

At its October, 2015 hearing, the Commission considered procedures to participate in the timely preparation and delivery of comments on pending bills that may affect LAFCo.

The Commission appointed Commissioner Santoyo to work with the Executive Officer to explore options to facilitate Commission comments on legislation. Staff has since met with Commissioner Santoyo on this subject and received direction to evaluate other LAFCo examples.

The recommended practice is based on five LAFCos responding to staff's inquiry. Staff notes that all of the responding LAFCo's practices and policies were very similar in their operation.

The proposed practice (Attachment "A") will facilitate the Commission's timely participation in the legislative process.

Attachment "A"

Proposed Fresno LAFCO Legislative Process Practice

*Fresno LAFCO Practice for Timely Participation in the Legislative Process*

- A. In situations when a legislative bill affecting LAFCO cannot be considered by the full Commission due to timing, the Executive Officer, in consultation with the Chair (or Vice Chair if the Chair is unavailable), and LAFCo Counsel, is authorized to provide written or email comments communicating the Commission's position.*
- B. The Chair (or Vice Chair if the Chair is unavailable), and LAFCo Counsel will review the letter or email prior to it being submitted for consideration.*
- C. The Executive Officer will forward the email or letter to the Commissioners as soon as possible.*
- D. The item will be discussed as an informational item at the Commission's next regular meeting.*