



**Lou Ann Texeira**  
*Executive Officer*

**MEMBERS**

**Federal Glover**  
*County Member*

**Michael R. McGill**  
*Special District Member*

**Martin McNair**  
*Public Member*

**Gayle B. Uilkema**  
*County Member*

**Dwight Meadows**  
*Special District Member*

**Rob Schroder**  
*City Member*

**Don Tatzin**  
*City Member*

**ALTERNATE MEMBERS**

**Sharon Burke**  
*Public Member*

**Tom Butt**  
*City Member*

**George H. Schmidt**  
*Special District Member*

**Mary N. Piepho**  
*County Member*

June 8, 2011 (Agenda)

June 8, 2011  
Agenda Item 10

Contra Costa Local Agency Formation Commission (LAFCO)  
651 Pine Street, Sixth Floor  
Martinez, CA 94553

**LAFCO Strategic Workshop**

Dear Commissioners:

On May 11, the Commission approved the FY 2011-12 LAFCO budget, which includes funding for a Contra Costa LAFCO sponsored training session. The last Contra Costa LAFCO sponsored training was in 2004, and included a LAFCO 101 component and a presentation on Municipal Service Reviews/Sphere of Influence Updates.

Staff proposes that in FY 2011-12, Contra Costa LAFCO conduct a strategic workshop for Commissioners focusing on the uniqueness of LAFCO and its actions, emerging issues/hot topics for LAFCO, and adaptive challenges. LAFCO staff has discussed these ideas with Bill Chiat, CALAFCO Executive Director and professional facilitator. Mr. Chiat previously conducted two fire service workshops for Contra Costa LAFCO in 2010.

The Commission expressed an interest in this type of training. LAFCO staff and Bill Chiat have drafted the agenda below for the Commission's consideration.

**AGENDA**

- I. 7:45 am - Breakfast
- II. 8:30 am - Welcome (LAFCO Chair)
- III. 8:35 am - Introduction, facilitator role, agenda and groundrules (Bill Chiat)
- IV. 8:40 am – Teambuilding Exercise (Bill Chiat - Group Exercise)
- V. 10:00 am - The Uniqueness of LAFCO and the Commissioner Role (Bill Chiat - Group)
- VI. 10:30 am - Emerging Issues/Hot Topics for LAFCO (Bill Chiat - Group)
- VII. 11:00 am - Leadership/Adaptive Challenges (Bill Chiat - Group)
- VIII. 11:45 am - Public Comment

In terms of potential workshop dates and facilities, we propose sometime in the week of August 1, as these dates do not conflict with any LAFCO meetings, or with other association events (e.g., CSAC, CSDA, League of Cities, NACO) scheduled this summer. Also, Mr. Chiat indicates that he is available this week.

With regard to facilities, LAFCO staff is currently researching meeting rooms. Possible options include the Danville Community Center (Danville), JFK University (Pleasant Hill), Lafayette Library and Learning Center, or Veterans Memorial Building (Lafayette).

Last month, the Commission also discussed other training opportunities, including those more global in nature, and those dealing with a range of governance alternatives to addresses challenges faced by local agencies. We would like to offer information on the following upcoming training opportunities:

- ❖ CALAFCO 2011 Annual Conference – August 31-September 2 (Napa) – The conference will include sessions dealing with *Growth Trends, Fire Service and Cooperative Solutions in Challenging Times, Disincorporation/Consolidation of Cities, Dissolution/Consolidation/Insolvency Issues and Trends with Special Districts*, and *Restructuring State-Local Relationships*.
- ❖ CALAFCO U Courses – CALAFCO typically offers 3-4 CALAFCO U courses each year. The final 2011 course entitled *LAFCO's Role in Regional Governance - A Best Practices Workshop* (October 28, 2011 in Sacramento) will highlight other regional agencies (e.g., COGs, transportation agencies, etc.), our respective roles and responsibilities, and opportunities for enhanced working relationships. The 2012 CALAFCO U schedule is currently being developed. Once available, the Commission may wish to consider hosting a CALAFCO U course in Contra Costa County.

## **OPTIONS AND RECOMMENDATIONS**

1. It is recommended that the Commission authorize LAFCO staff to execute an agreement with Bill Chiat to facilitate the workshop in an amount not to exceed \$1,400.
2. With regard to the workshop agenda, date and facility, staff seeks input from the Commission regarding workshop format and content, as well as potential dates and a meeting facility.

Sincerely,

LOU ANN TEXEIRA  
EXECUTIVE OFFICER