



**Lou Ann Texeira**  
*Executive Officer*

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July 13, 2011 (Agenda)

July 13, 2011  
Agenda Item 13

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/workshop.

On June 8, LAFCO staff presented a proposal to 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 discussed these ideas with Bill Chiat, CALAFCO Executive Director and professional facilitator who is available to facilitate the workshop.

The Commissioners discussed proposed agenda topics and possible dates and provided input. The Commission agreed to hold the workshop on August 15, 2011 (7:45 am to noon); directed staff to locate a central meeting facility; and authorized staff to execute an agreement with Bill Chiat of Alta Mesa Group.

LAFCO staff has secured the Elderberry Room in the Lafayette Community Center, located at 500 St. Mary's Road in Lafayette. The City has been generous in its use of the facility, and LAFCO will incur minimal costs associated with janitorial service and insurance. LAFCO staff is working with a local caterer to provide refreshments. In addition, an agreement with Mr. Chiat has been executed.

**RECOMMENDATIONS**

Provide input as desired.

Sincerely,

LOU ANN TEXEIRA  
EXECUTIVE OFFICER