



Lou Ann Teixeira  
 Executive Officer

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<b>Sharon Burke</b> <i>Public Member</i>
<b>Tom Butt</b> <i>City Member</i>
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July 12, 2017

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 Agenda Item 7

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

**LAFCO Strategic Planning Session**

**DISCUSSION**

The FY 2017-18 work plan includes hosting a LAFCO strategic planning session. At the May 10, 2017 LAFCO meeting, the Commission discussed the strategic workshop and suggested holding the session in either September or October. Also, the Commission agreed that an outside facilitator was unnecessary, and that Chair Blubaugh, with his previous facilitator experience, could guide the LAFCO strategic workshop.

The Commission also discussed preliminary workshop topics, including the following:

- Status of Municipal Service Reviews (MSRs)
- LAFCO’s success in meeting priorities identified in prior strategic sessions and in LAFCO’s work plan
- Current LAFCO work plan including policy updates/development, growing Contra Costa LAFCO
- Current activities in Sacramento effecting LAFCOs, and legislative initiatives needing action from Contra Costa LAFCO

Also, Commissioner McGill suggested we contact the Central Contra Costa Sanitary District (CCCSD) regarding the possible use of the District’s community room for the workshop. CCCSD staff indicates that the room is available from 11:00 am, and there is no cost to LAFCO.

Based on the Commission’s suggestions, Chair Blubaugh and LAFCO staff discussed workshop format, logistics, and topics. We suggest holding the workshop on Wednesday, September 13 either in conjunction with or in place of the regular LAFCO meeting, and at the CCCSD community room, located at 5019 Imhoff place in Martinez.

We also offer the following draft workshop agenda:

11:00 am – Welcome (Chair Blubaugh)

11:15 am – Overview of LAFCO’s Activities & Work Plan (LAFCO staff)

11:30 am – Policy Committee Update (Commissioners Burke & Tatzin)

12:00 pm – Lunch

12:45 pm – Municipal Services Reviews (Chair Blubaugh, LAFCO staff)

1:30 pm – State Issues (Commissioner McGill, LAFCO staff)

Should the Commission need to take up any “regular” LAFCO matters, we will place these items at the beginning of the meeting and adjust the schedule accordingly.

### **RECOMMENDATIONS**

Provide input and direction to staff regarding a LAFCO strategic planning session (i.e., format, topics, logistics, etc.) and other matters as desired.

Sincerely,

LOU ANN TEXEIRA  
EXECUTIVE OFFICER