

NOTICE OF STUDY

December 27, 2013

TO: Affected Local Agencies
- Bolinas Public Utility District
- Inverness Public Utility District
- Marin Municipal Water District
- Muir Beach Community Services District
- North Marin Water District
- Stinson Beach County Water District
- Las Gallinas Sanitation District (recycled only)
- Novato Sanitation District (recycled only)

FROM: Keene Simonds, Executive Officer

**SUBJECT: Countywide Water Municipal Service Review:
Notice of Study and Request for Information**

The Local Agency Formation Commission (LAFCO) of Marin County is a subdivision of the State of California and tasked with producing accountable and effective local government by regulating the formation and development of local agencies and their service areas. LAFCOs – which operate in all 58 counties in California – inform their regulatory responsibilities through long-standing mandates to conduct studies on local government organization as well as establish spheres of influence for all cities and special districts; the latter serving as statutory gatekeepers for all future boundary changes and outside service extensions. These planning responsibilities were recently expanded and merged through new legislation now directing LAFCOs to prepare detailed studies of the availability and adequacy of local governmental services – referred to as municipal service reviews – in step with updating spheres of influence every five years beginning in 2008.

Countywide Water Municipal Service Review

Study Purpose

Marin LAFCO (“Commission”) has calendared a countywide study on public water services for the current fiscal year as part of its referenced municipal service review mandate. The purpose of the study is two-fold and headlined by the Commission independently evaluating the relationship between existing capacities and current and future demands while adopting determinative statements addressing all six mandatory categories prescribed under Government Code Section 56430. This includes, notably, making recommendations on potential changes in organizational structure and/or service areas. The second purpose of the study ties into the latter comment regarding potential changes in service areas and is to serve as the source document in justifying the Commission’s subsequent decisions to update the spheres of influence for the affected local agencies with or without any amendments.

Chairperson: Jeffrey Blanchfield
Members: Susan Adams, Judy Arnold, Carla Condon, Craig K. Murray, Dennis J. Rodoni
Alternates: Jack Baker, Christopher Burdick, Kathrin Sears, Herb Weiner
Executive Officer: Keene Simonds

Marin Local Agency Formation Commission

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Current and Pending Activities

Work to date on the study has been primarily tied to making preliminary contact with the nearly one-dozen affected local agencies providing potable and/or recycled water service in Marin County. The next phase of the study is for staff to present a proposed scope of analysis to the Commission at a noticed public hearing for formal approval. The scope of analysis, markedly, will serve as an explicit guideline in demarking the range and scope of the study and application of appropriate service and financial measurements.

Request for Information

Staff has prepared the enclosed agency questionnaire to assist LAFCO in preparing the study. The questionnaire covers baseline service information and will be used by staff in the immediate term to inform the expected presentation of a scope of analysis at the Commission's February 13, 2014 meeting. Staff will also use the questionnaire thereafter in preparing various versions of the study beginning with an administrative draft, which is tentatively slated for distribution among the affected agencies for review and comment by June 2014.

With the preceding comments in mind, staff respectfully request each agency complete and return the enclosed questionnaire to LAFCO by Monday, January 27, 2014. Some aspects of the questionnaire may prove inapplicable for some agencies based on the extent of their service operations and "n/a" would be an appropriate response. Additionally, and for the benefit of time-savings, agencies are welcome to reference existing documents with the added request these external sources be made available to LAFCO either in paper or electronic copy as part of the returned questionnaire.

Questions or Comments

If you have any questions or related follow-up, please contact me at your earliest convenience by telephone at (415) 446-4409 or by e-mail at ksimonds@marinlafco.org. Thank you.

Enclosures:

- 1) Government Code Section 56430
- 2) Agency Questionnaire