

# Service Plan Worksheet

Applicant local agency name: \_\_\_\_\_

Project size and location: \_\_\_\_\_

\_\_\_\_\_

Approved entitlements (i.e., tentative map, site plan review):

\_\_\_\_\_

\_\_\_\_\_

## Introduction and Purpose

LAFCo requires that when a proposal for a change of organization or reorganization is submitted, the applicant shall submit a plan for providing services within the affected territory. This service plan will include information required by Government Code section 56653 and is subject to review pursuant to Fresno LAFCo Standards, Policies, and Procedures section 400. Information included in the service plan shall include:

- Enumeration and description of the services to be extended to the affected territory;
- Level and range of services to be extended;
- Indication of when services can feasibly be extended to the affected territory;
- Indication of any improvement of structures, roads, sewer or water facilities, or other conditions necessary to provide services;
- Information on how services will be financed.

A service plan is necessary for a complete application. A service plan identifies how newly annexed territory will be served and by what agency. It provides the basis for the Fresno Local Agency Formation Commission's (LAFCo) California Environmental Quality Act (CEQA) determination and subsequent determination and action on the requested change of organization or reorganization. As an information document, the service plan will be distributed by LAFCo with the proposal's request for comments. As a public document, a service plan is also available to property owners, other local agencies, and interested parties who may have plans or proposals underway in the immediate vicinity of a proposed change of organization or reorganization.

In order to complete the Service Plan Worksheet, you should be familiar with the following:

- Agency utilities and service system levels;
- Agency public services – police, fire, parks, schools, etc.;
- Agency finances - annual budget process, audited financial statements, grant funding opportunities, rate or fee schedule;
- Any supportive information referenced in the questionnaire; and
- The location of any Disadvantaged Unincorporated Community (DUC) within 300 feet of the affected territory.

### Project Description

Provide information regarding the location and size of the territory to be served, specific information or circumstances, and description of agency's actions relating to the proposal.

### Service Provider Description

For the following section, check all current/planned service providers to the territory. Indicate the name of the service provider next to the specific service. Utilize the Fresno LAFCo website to complete this section. The maps page ([click here](#)) will determine other agencies that provide different services to individuals within your agency's service area. The MSR page ([click here](#)) provides Commission approved MSRs that elaborate on the services provided by each agency.

#### Current Service Providers:

- Domestic water \_\_\_\_\_
- Wastewater collection \_\_\_\_\_
- Wastewater treatment \_\_\_\_\_
- Streets \_\_\_\_\_
- Solid waste collection \_\_\_\_\_
- Fire protection \_\_\_\_\_
- Law enforcement \_\_\_\_\_
- Parks and recreation \_\_\_\_\_
- Transit \_\_\_\_\_
- Storm drainage \_\_\_\_\_
- Street lighting \_\_\_\_\_
- Schools \_\_\_\_\_
- Any other services – list and describe similar types of services provided to the territory.

#### Planned Service Providers:

- Domestic water \_\_\_\_\_
- Wastewater collection \_\_\_\_\_
- Wastewater treatment \_\_\_\_\_
- Streets \_\_\_\_\_
- Solid waste collection \_\_\_\_\_
- Fire protection \_\_\_\_\_
- Law enforcement \_\_\_\_\_
- Parks and recreation \_\_\_\_\_
- Transit \_\_\_\_\_
- Storm drainage \_\_\_\_\_
- Street lighting \_\_\_\_\_
- Schools \_\_\_\_\_
- Any other services – list and describe similar types of services provided to the territory.

Please provide a service level description for each checked service above. Include type of infrastructure or public facilities, existing conditions, service capacity, and planned improvements.

Example:

- Wholesale water supply: *The City of Smithville owns a public water system that has 4,000 customer connections. The City's water system has capacity to service 5,000 connections. The City's obtains its water resources from both surface water and groundwater pumping. The City has a contractual agreement with FID for 1,000 acre-feet of surface water annually delivered via Friant-Kern Canal. The City also annually pumps an estimated 7,600 acre-feet from its eight wells located throughout your agency limits. Well records for eight City wells indicate that groundwater levels have declined an average of 0.35 foot per year since 1960. Upon annexation, the City's water system is expanded consistent with the adopted water system standards.*

### **Financial Information**

Describe the agency's method to finance infrastructure and capital improvements.

- Property tax exchange agreement
- Service fees
- Development impact fees
- Community Facilities District
- State grant funding
- Special assessments

### **Additional Supporting Information**

Please provide any additional relevant information you believe may help LAFCo describe services and improvements for land proposed to be annexed, reorganized, or detached.

- Sustainable Groundwater Management Act (SGMA) of 2014, agency's interaction with local Groundwater Sustainability Agencies (GSA)