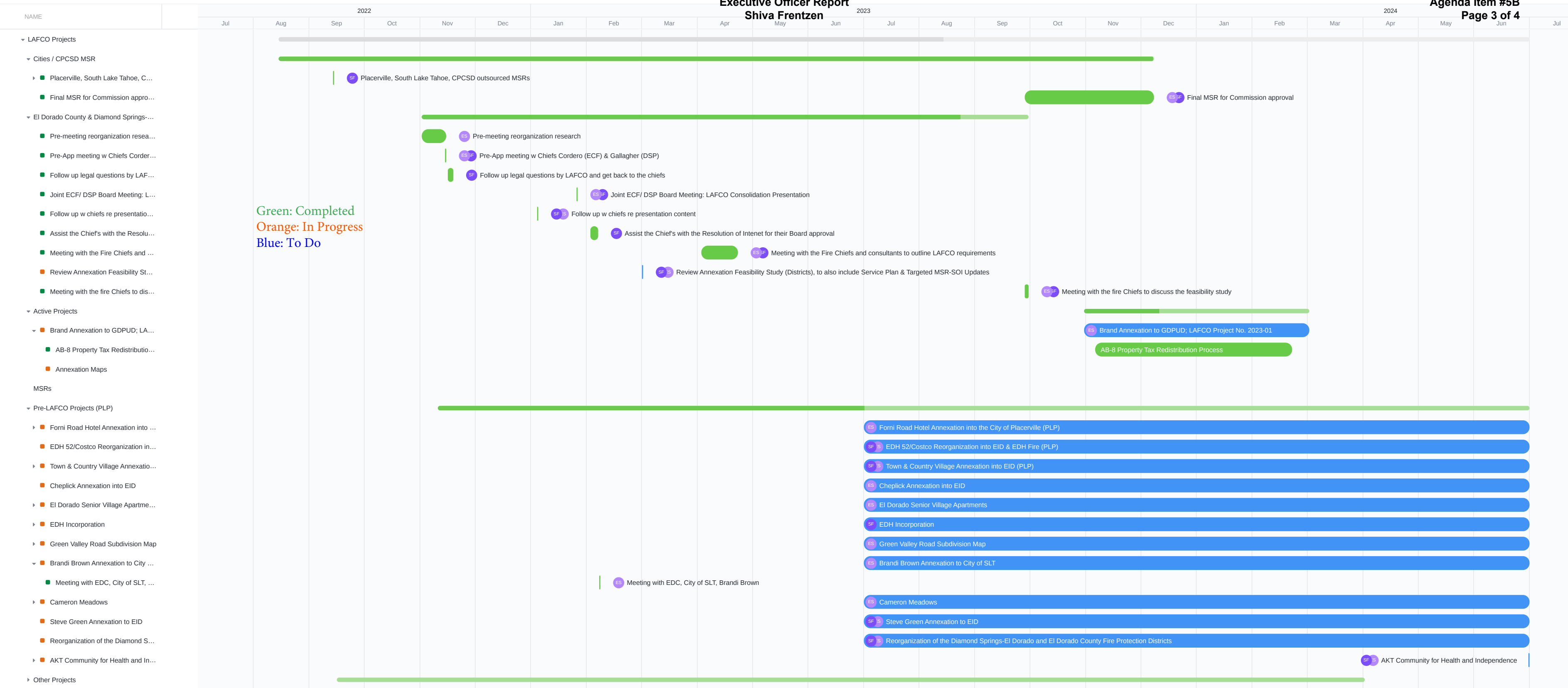


Work Plan Fiscal Year 2023-2024

1. Finalize Questionnaire for Non-Municipal Services Districts MSR/SOI update and complete the studies for Arroyo Vista CSD, Lake View CSD, Knolls CSD, Rising Hill Road CSD, and Sierra Oaks CSD according to the approved "[FY22-23 NON-MUNICIPAL SERVICES MSR/SOI Project Cycle](#)"
2. Grizzly Flats CSD Non-Audited FY22-23 Financial Analysis Review
3. Process the El Dorado County Fire Protection District and Diamond Springs Fire District annexation
4. Work closely with the Strategic Planning Ad-Hoc Committee to strategize and continue the efforts for the Fire Summit that is recommended as the result of the Fire MSRs
5. Propose a five-year budget projection and MSR project plan
6. Work closely with the Budget Committee and Strategic Planning Ad-Hoc Committee to update Commission's Policies and Guidelines as necessary including an updated MOU with El Dorado County, updated Fee Schedule, and updated Salary Schedule
7. Evaluate the accounting software and procedures to make additional recommendations to improve security and efficiency
8. Evaluate and propose alternatives for building lease
9. Train staff and commissioners
10. Assist Placer LAFCO with the Meeks Bay and North Tahoe FPD consolidation
11. Provide technical assistance to those who enquire about the potential incorporation of the community of El Dorado Hills
12. Review, evaluate and update internal work procedures
13. Coordinate with the County as needed on its preparation of environmental documents for various upcoming projects requiring future LAFCO action

Executive Officer Report
Shiva Frentzen



Future agenda items:

May meeting 2024 - Final budget approval + 5 year budget projection + MSR/SOI Project Cycle
+ Start EO performance review + Alternate Commissioner interview and selection + Office lease
agreement