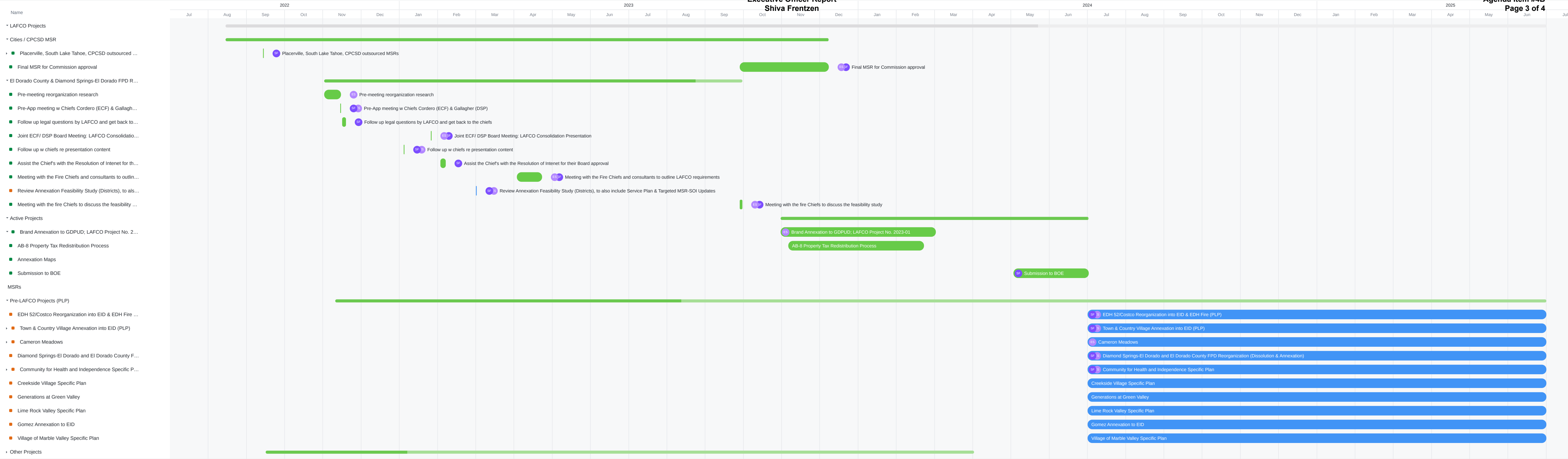


Work Plan Fiscal Year 2024-2025

1. Recruit and train proper staffing for the agency
2. Move the El Dorado LAFCO office to a new location and terminate the current lease by October 1, 2024
3. Circulate a 5-year RFP to outsource the Municipal Services District MSR/SOI updates according to the approved "FY23-24 MUNICIPAL SERVICES MSR/SOI Project Cycle"
4. Complete the Targeted MSRs for the Grizzly Flats CSD, Fallen Leaf Lake CSD (fire services), Garden Valley FPD, Mosquito FPD, Pioneer FPD, and Rescue FPD, performed by consultants
5. Complete the Collective Audit RFP and if successful, perform the FY23-24 Audit with the new firm by December 31, 2024
6. Process the El Dorado County FPD and Diamond Springs-El Dorado FPD reorganization, annexations for the City of South Lake Tahoe, and any other projects submitted
7. Work closely with the Cameron Park CSD to navigate through divestiture of Fire Services and annexation to another Fire Protection District
8. Work closely with the Strategic Planning Committee to strategize and continue the efforts for the Fire Summit that is recommended as the result of the Fire MSRs
9. Meet with the Non-Municipal Services District Boards of the Lakeview CSD, Knolls Property Owners CSD, and Rising Hill Road CSD according to the approved "FY23-24 NON-MUNICIPAL SERVICES MSR/SOI Project Cycle"
10. Propose a five-year budget projection and MSR project plan
11. Work closely with the Budget Committee and Strategic Planning Committee to update Commission's Policies and Guidelines as necessary
12. Train staff and commissioners and attend the annual CALAFCO Conference and Workshop
13. Review, evaluate and update internal work procedures
14. 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:

July 2024 – Alternate Commissioner interview and selection + Personnel P&P Guidelines changes for vacation and sick leave accruals + EO performance review

September meeting 2024 – 5-year MSR/SOI consultant RFP + EO Annual review

November/December 2023 – yearly meeting calendar + Audit + Potential SLT Annexation for Board action

January meeting 2024 – Mid-year budget + Election of officers + Committee Assignments (Budget, Strategic Planning)

March meeting 2024 – Budget proposal for FY25-26 + 5 year budget projection + MSR/SOI Project Cycle + FY25/26 work plan + MOU with the County

May meeting 2024 – Final budget approval + MSR/SOI Project Cycle + Start EO performance review + Salary Schedule review + Salary Schedule update + Targeted MSRs