



## ADP Workforce Now

*Photo: ADP Clip Art*

<b>Project Number:</b>	N/A	
<b>Project Name:</b>	Workforce Now	
<b>Project Location:</b>	All Supervisor Locations	
<b>Project Manager:</b>	Beth Ingram	
<b>Status:</b>	Contract signed waiting for implementation schedule and training	
<b>Project Description:</b>	Implementation of a comprehensive Human Resource (HR) software database for all supervisors and employees to utilize. Modules provide employee development tracking, benefits administration, custom performance review templates, and employee goal management.	
<b>Department:</b>	Administration	
<b>Financial:</b>	Cumulative Budget:	Cumulative Spent:
	\$0	\$2,520
<b>Financial:</b>	FY Budget:	FY Spent:
	\$0	\$2,520
<b>Challenges:</b>	Employee training	
<b>Schedule:</b>	Anticipate implementation Fall 2021	
<b>Consultants:</b>	ADP	



*Photo: Caduceus*

<b>Project Number:</b>	N/A	
<b>Project Name:</b>	Health Insurance Review	
<b>Project Location:</b>	Administration	
<b>Project Manager:</b>	Barbara Buikema	
<b>Status:</b>	Currently seeking quotes	
<b>Project Description:</b>	As part of employee negotiations for health insurance last year the District agreed to “shop” insurance rates. Currently looking at five different health insurance brokers. Next steps will be to preview information to Employee negotiating team. The final step is the presentation to the Salary & Benefit Committee prior to full roll out to the board.	
<b>Department:</b>	Administration	
<b>Financial:</b>	Cumulative Budget:	Cumulative Spent:
	\$0	\$0
<b>Financial:</b>	FY Budget:	FY Spent:
	\$0	\$0
<b>Schedule:</b>	Must be complete by 12-15-21 or earlier depending on December board meeting scheduled date	
<b>Consultants:</b>	Beth Ingram, HR	



Photo: Real Estate Clip Art

<b>Project Number:</b>			N/A		
<b>Project Name:</b>			Real Property Investigation		
<b>Project Location:</b>			Carmel Valley		
<b>Project Manager:</b>			Barbara Buikema		
<b>Status:</b>			Contract signed		
<b>Project Description:</b>			An investigation of possible treatment facility sites in the mouth of the Carmel Valley to respond to Coastal Commission requirement to move facilities within 30 years		
<b>Department:</b>			Administration		
<b>Financial:</b>	Cumulative Budget:		Cumulative Spent:		
	\$75,000		\$0		
<b>Financial:</b>	FY Budget:		FY Spent:		
	\$75,000		\$0		
<b>Permits Required:</b>			None – at this time		
<b>Challenges:</b>			Limited possibilities, regulatory hurdles, zoning		
<b>Schedule:</b>			12 mos.		
<b>Consultants:</b>			Mahoney & Associates		



Photo: Cyber Security Clip Art

<b>Project Number:</b>			N/A		
<b>Project Name:</b>			Cyber Security		
<b>Project Location:</b>			District-wide		
<b>Project Manager:</b>			Chris Foley		
<b>Status:</b>			Ongoing		
<b>Project Description:</b>			Internal Cyber Security Incident Response Team (CSIRT) formed and they are working on a response plan & training. The upgrades to email filtering system have been completed. Stricter geofencing policies have been put in place, and a cold backup system that is sandboxed from the network is planned.		
<b>Department:</b>			All		
<b>Financial:</b>	Cumulative Budget:		Cumulative Spent:		
	\$0		\$0		
<b>Financial:</b>	FY Budget:		FY Spent:		
	\$17,000		\$0		
<b>Challenges:</b>			Ongoing training & continual upgrades as skills of hackers grow		
<b>Schedule:</b>			Open ended		
<b>Consultant:</b>			Exceedio		



Photo: Six Sigma Clip Art

<b>Project Number:</b>	N/A	
<b>Project Name:</b>	Lean Six Sigma	
<b>Project Location:</b>	Management staff	
<b>Project Manager:</b>	Barbara Buikema	
<b>Status:</b>	Training phase	
<b>Project Description:</b>	Currently all managers have been assigned the task of earning a Green Belt by 12-31-21. Plan to move on with self-study course to Green Belt. Also, will investigate an in person trainer for implementation of a specific agreed upon project.	
<b>Department:</b>	Administration	
<b>Financial:</b>	Cumulative Budget:	Cumulative Spent:
	\$0	\$0
<b>Financial:</b>	FY Budget:	FY Spent:
	\$0	\$2,000
<b>Permits Required:</b>	None	
<b>Challenges:</b>	Implementation phase	
<b>Schedule:</b>	Ongoing	
<b>Consultants:</b>	Self-study online	
<b>Trainer:</b>	To be determined	



Photo: California coastline

<b>Project Number:</b>	N/A	
<b>Project Name:</b>	Coastal Permit Monitoring Requirements	
<b>Project Location:</b>	Treatment Plant	
<b>Project Manager:</b>	Barbara Buikema/Patrick Treanor	
<b>Status:</b>	Ongoing	
<b>Project Description:</b>	As conditions of Coastal Permit #3-82-199-A8 - the District must submit a Long-Term Coastal Hazards Plan by 03-11-22. This shall describe the specifics that will be analyzed during the iterative planning process and identify triggers for when Executive Director review and the approval is necessary. Progress reports are due at five-year intervals by 05/01/2025, 05/01/2030, etc. Must include and describe coastal hazard trends and changes since approval of this permit and efforts to monitor and address coastal hazards over time.	
<b>Department:</b>	Administration	
<b>Financial:</b>	Cumulative Budget:	Cumulative Spent:
	\$0	\$0
<b>Financial:</b>	FY Budget:	FY Spent:
	\$0	\$0
<b>Permits Required:</b>	In response to California Coastal Commission	
<b>Challenges:</b>	Establishing focus on long term objectives and committing to follow through items.	
<b>Schedule:</b>	Draft Long-Term Coastal Hazard Plan will be complete by 01-02-22	
<b>Consultants:</b>	None at this time, however we anticipate and have provided for in long term coastal hazards monitoring planning budget \$75K year.	

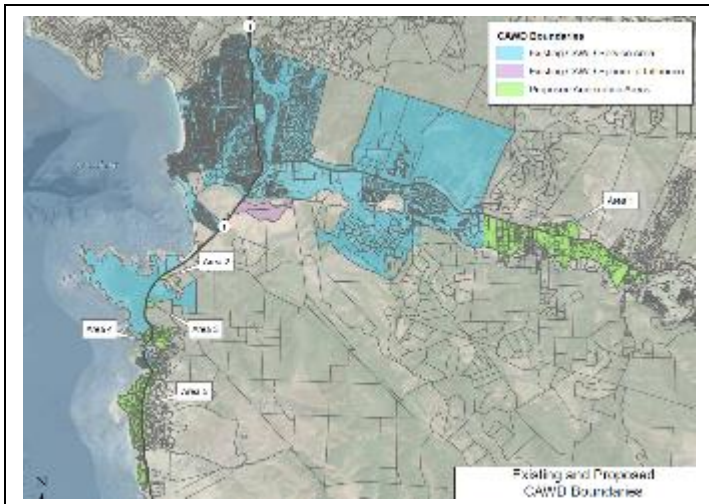


Photo: Areas of Potential Annexation

<b>Project Number:</b>		<b>18-21, 19-04, 19-09</b>	
<b>Project Name:</b>		<b>2021 CAWD Sphere of Influence (SOI) Amendment &amp; Annexation Proposal</b>	
<b>Project Location:</b>		Collection System	
<b>Project Manager:</b>		Lathér	
<b>Status:</b>		Pending Recording by CA State	
<b>Project Description:</b>		The project will provide access for homes and businesses currently on septic systems and add approximately 350 connections to the District at build-out. Interested areas include Corona Road, Riley Ranch, Carmel Valley Manor and Yankee Point & Otter Cove.	
<b>Department:</b>		Collections	
<b>Financial:</b>	Cumulative Budget:	Cumulative Spent:	
	\$105,000 (55K+50K)	\$51,767	
<b>Financial:</b>	FY Budget:	FY Spent:	
	\$0	\$26,527	
** No Budget included for Annexation b/c costs will be recouped through annexation fees.			
<b>Permits Required:</b>		Environmental Review, LAFCO Annexation Approval	
<b>Challenges:</b>		#18-21 Working with homeowner groups to form a Corona Road Assessment District to pay for infrastructure that is needed to connect to our sewer system. Funds from homeowner in the amount of \$67K received by CAWD.	
<b>Schedule:</b>		LAFCO annexation hearing on 3-22-21. Approved with zero protests.	
<b>Consultant:</b>		Denise Duffy & Associates	