



Internal and Client Kickoff Meeting Jan 4- Provide meeting minutes	1/3/2024	1/8/2024	5
1. Project Management and Administration	1/5/2024	5/31/2025	512
1a. PM & A	1/5/2024	5/31/2025	512
2. Update and Revise Area Wide Management Plan			
2a. Write draft report for general revision and updates to 2016 AWMP	4/1/2024	7/31/2024	121
2b. Meetings with BCRSD General Council and Staff	1/4/2024	4/30/2025	482
2c. Meetings with County Health Dept and County planning staff	1/4/2024	4/30/2025	482
2d. Review first draft AWMP (with draft CIP) with district staff	8/1/2024	8/15/2024	14
2e. Review AWMP (and CIP) with district board	12/15/2024	12/30/2024	15
2f. Present final AWMP (and CIP) to district board	1/1/2025	1/30/2025	29
3. Tier 2 Authority Renewal			
3a. Present AWMP and updated Tier 2 authority to CWC	2/1/2025	4/30/2025	88
4. Capital Improvement Plan			
4a. Review client provided information and provide followup RFI	1/5/2024	1/8/2024	3
4b. Existing facility evaluation (SOC's, condition, performance)	1/9/2024	2/28/2024	50
4c. Review treatment and collection system technologies	2/1/2024	2/15/2024	14
4d. Review and tabulate district facilities and flows	2/1/2024	2/15/2024	14
4e. Review and tabulate non-district facilities and flows	2/1/2024	2/15/2024	14
4f. Internal Review	2/15/2024	2/28/2024	13
4g. Review priority for remaining \$3,000,000 bond capacity	2/15/2024	2/28/2024	13
4h. Review meeting with client (facilities to include, flows, loadings, technologies)	3/15/2024	3/30/2024	15
4i. Verify evaluations, assessments, facilities are on track with BCRSD goals	3/15/2024	3/30/2024	15
4j. Write first draft of CIP and AWMP	4/1/2024	7/31/2024	121
4k. Cost estimates	4/1/2024	5/31/2024	60
4l. Schedule for improvements District facilities	4/1/2024	5/31/2024	60
4m. Schedule for improvements non owned facilities	4/1/2024	5/31/2024	60
4n. Initial financing plan	6/1/2024	7/1/2024	30
4o. Internal review of first draft of CIP and AWMP	7/15/2024	7/31/2024	16
4p. Review first draft of CIP and AWMP with District	8/1/2024	8/15/2024	14
4q. Complete final draft of CIP and AWMP	8/15/2024	10/15/2024	61
4r. Internal review of final draft of CIP and AWMP	10/15/2024	10/31/2024	16
4s. Develop financing and bonding plan with district	11/1/2024	12/1/2024	30
4t. Review of final CIP and AWMP with district staff	12/1/2024	12/15/2024	14