

MEETING MINUTES
BOARD OF WATER SUPPLY
Thursday, August 20, 2015

The Board of Water Supply, County of Kaua'i, met in regular meeting at the Board Conference Room in Lihu'e on Thursday, August 20, 2015. Chair Sherman Shiraishi called the meeting to order at 10:06 a.m. The following Board members were present:

BOARD: Mr. Sherman Shiraishi, *Chair*
Mr. Clyde Nakaya, *Vice Chair*
Ms. Laurie Ho
Mr. Larry Dill

EXCUSED: Mr. Michael Dahilig

Quorum was achieved with 4 members present at the time of roll call.

STAFF: Mr. Kirk Saiki
Ms. Marites Yano
Mr. Keith Aoki
Mr. Brian Wienand
Ms. Kim Tamaoka
Ms. Sandi Nadatani-Mendez
Mr. Val Reyna
Mr. Carl Arume
Mr. Eddie Doi
Mr. Chris Nakamura
Ms. Debra Peay
Ms. Mj Akuna
Deputy County Attorney, Andrea Suzuki

ACCEPTANCE OF AGENDA

Mr. Dill moved to approve the Agenda as amended; seconded by Ms. Ho; with no objections; motion carried with 4 ayes.

New Business H, #1 will be amended to Manager's Report No. 16-08 (not 16-XX).

MINUTES

Review and approval:

Regular Board Meeting – July 23, 2015

Mr. Nakaya moved to approve as amended the Regular Board Meeting Minutes for July 23, 2015; seconded by Mr. Dill; with no objections, motion carried with 4 ayes.

Corrections will be made on Page 2 of 11 on the meeting titles to reflect the Finance Committee Meetings (not Regular Board Minutes) for March 19th, March 25th, April 1st, & April 7th.

Review and receive the Transcripts:

The Commission Support Clerk explained that during 2011-2012 there was no secretary to take and transcribe the minutes. The Board hired a Court Reporter during the Board meetings to take a verbatim transcript which now are being transcribed into minutes.

Committee of the Whole Meeting – November 23, 2011

Mr. Dill moved to receive the Committee of the Whole Meeting Minutes of November 23, 2011; seconded by Mr. Nakaya; with no objections, motion carried with 4 ayes.

Public Hearing Minutes – November 23, 2011

Mr. Dill moved to receive the Committee of the Public Hearing Minutes of November 23, 2011; seconded by Mr. Nakaya; with no objections, motion carried with 4 ayes.

Public Hearing Minutes - December 8, 2011

Mr. Dill moved to receive the Public Hearing Minutes of December 8, 2011; seconded by Mr. Nakaya; with no objections, motion carried with 4 ayes.

Rules Committee Meeting – December 8, 2011

Mr. Dill moved to receive the Rules Committee Meeting Minutes of December 8, 2011; seconded by Mr. Nakaya; with no objections, motion carried with 4 ayes.

Rules Committee Meeting – June 28, 2012

Mr. Dill moved to receive the Rules Committee Meeting Minutes of June 28, 2012; seconded by Mr. Nakaya; with no objections, motion carried with 4 ayes.

Review and approval of Executive Session:

Executive Session – July 23, 2015

Mr. Nakaya moved to approve the Executive Session Minutes of July 23, 2015; seconded by Ms. Ho; with no objections, motion carried with 4 ayes.

E. CORRESPONDENCE

1. Correspondence from Ms. Malia Finazzo-Krueger regarding Ke Kula Pono, LLC, Class IV Zoning Permit Z-IV-2015-01, Use Permit U-2015-01, TMK: 4-2-009:018, dated July 22, 2015

Chair Shiraishi mentioned Ms. Malia Finazzo-Krueger sent an email this morning and will not appear before the Board today. She is waiting for additional documents. No action was taken by the Board.

F. BOARD COMMITTEE REPORTS

None.

G. OLD BUSINESS

None.

H. NEW BUSINESS

1. Manager's Report No. 16-08 – Discussion and Possible Action on the Approval of the DOW's Supplemental Budget FY 15-16

BACKGROUND:

Manager Saiki commented the Department is requesting the Board to approve Supplemental Budget #1.

DISCUSSION:

Waterworks Controller, Ms. Marites Yano reported the net rollover of expenditure of prior year encumbrances were approved in the 2016 budget. This closes the encumbrances in the 2015 budget and would be included in the 2016 budget.

Chair Shiraishi requested Manager Saiki to explain the Con: *DOW's obligations to pay remaining contract balances doesn't terminate*. Manager Saiki clarified the Department is still bound by the contract. The correct Con should read: *The Department would not have a Supplemental Budget*.

Mr. Dill did not see a Supplemental Budget #1 attached. He wanted to understand the significant element changes in the line items. The Department needs to identify the last line item account number on Page 48 and identify the difference (See 1st column, Original Period 1 Budget/\$166,670.00 and 2nd column, Encumbrance increase Budget/\$591,674.84). There are significant changes in the annual budget amount and Mr. Dill needed to understand justification for the changes and what is being paid this year and last year.

Ms. Yano explained the line items are capital projects, contracts and encumbrances. The \$7M is for the new building encumbered in 2015. This amount was not spent and would roll the \$7M into the 2016 fiscal year's budget. The 1st column is \$0 which is not a new budget. The Encumbrance Increase Budget amount \$934,000.00 for line item 10-21-00-604-032 is the Kolo Road project in Kīlauea. The 604 account numbers are all capital replacement projects (approved in the prior year FY 2015 budget). The 605 account numbers are expansion projects (approved in the prior year FY 2015 budget). Ms. Yano will identify the individual line item projects.

Chair Shiraishi asked if the Supplement Budget needed to be approved today. Manager Saiki asked Ms. Yano if the Supplemental Budget could be re-submitted to the Board for approval without any affects to the budget next month. Ms. Yano could submit the details later and explained the budget was approved in August and had to wait for the fiscal year to be closed. This year the Department completed the operating and new capital budget on time and deferred rollovers because the Supplemental Budget would not be done at the same time.

Mr. Nakaya noted \$934,000 for the Kolo Road Kīlauea project and the Monthly Budget Summary is off \$20,000 (variance \$912,000) and should match. This encumbrance included the contingency approved by the Board. The Monthly Budget Summary only showed the actual contract amount. (See Page 48 & Page 87).

Mr. Dill moved to approve *Manager's Report No. 16-08* – Discussion and Possible Action on the Approval of the DOW's Supplemental Budget FY 15-16 and *for the Department to provide a Supplemental Report to clarify accounting entries at the September Board meeting*; seconded by Ms. Ho; with no objections, motion carried with 4 ayes.

2. *Manager's Report No. 16-09* - Discussion and Possible Action of Resolution No. 16-02, to Accept and Expend the Appropriations provided to the DOW in the General Appropriations Act of 2015 – Act 119, SLH 2015 in the amount of \$4,450,000 from the State of Hawai'i for Job No. 15-7, WP2020 #HE-1 and HE-10, Water System Reorganization (Hanapepe-Eleele Connecting Pipeline)

BACKGROUND:

Manager Saiki reported the Department requested the Board to approve Resolution 16-02 to expend a total of \$4.45M in Capital Improvement Funds from the State to the DOW in the General Appropriations Act of 2015 – Act 119, SLH 2015 in the amount of \$4,450,000 from the State of Hawai'i for Job No. 15-7, WP2020 #HE-1 and HE-10, Water System Reorganization (Hanapepe-Eleele Connecting Pipeline).

Mr. Dill approved *Manager's Report No. 16-09* - Discussion and Possible Action of Resolution No. 16-02, to Accept and Expend the Appropriations provided to the DOW in the General Appropriations Act of 2015 – Act 119, SLH 2015 in the amount of \$4,450,000 from the State of Hawai'i for Job No. 15-7, WP2020 #HE-1 and HE-10, Water System Reorganization (Hanapepe-Eleele Connecting Pipeline); seconded by Mr. Nakaya; with no objections; motion carried with 4 ayes.

Mr. Dill amended the motion to add Resolution No. 16-02 approvals; seconded by Mr. Nakaya. Mr. Dill withdrew 1st motion; Mr. Nakaya withdrew 1st motion.

New Motion:

Mr. Dill approved Manager's Report No. 16-09 - Discussion and Possible Action of Resolution No. 16-02, to Accept and Expend the Appropriations provided to the DOW in the General Appropriations Act of 2015 – Act 119, SLH 2015 in the amount of \$4,450,000 from the State of Hawai'i for Job No. 15-7, WP2020 #HE-1 and HE-10, Water System Reorganization (Hanapepe-Eleele Connecting Pipeline) and *Resolution 16-02 approvals*; seconded by Mr. Nakaya; with no objections; motion carried with 4 ayes.

3. Manager's Report No. 16-10 - Discussion and Possible Action regarding Department of Water's Understaffing

BACKGROUND:

Manager Saiki requested the Department and Board begin discussion regarding the DOW's understaffing concerns as mentioned in the July Board meeting. The Board mentioned the possibility of the Department of Water (DOW) having its own Human Resources (HR) department.

A Hawai'i Revised Statutes (HRS) handout was distributed regarding Part I. General Civil Service Provisions which stated the Mayor can designate a separate HR department. In the section, Experimental modernization projects; county boards of water supply, allows the boards of water supply to have their own HR department but only on O'ahu who is serving a population of 500,000 or more persons.

Manager Saiki has had several meetings with Ms. Janine Rapozo, Department of Human Resources (DHR) Director regarding staffing concerns.

DISCUSSION:

HR Coordinator, Mr. Debra Peay commented the wait time to hear back from DHR on vacancies varies from four (4) to eight (8) months to years and depends on an existing eligible list. Specialized positions may be harder to fill due to limited available applicants to select from.

Manager Saiki added the CE 1 position only took a few months because there were 30 applicants versus a specialized position. He proposed to continue to meet with the DHR Director to discuss DOW priorities. The DOW has the perception that DOW vacancies are put at the bottom of the HR tray.

Chair Shiraishi suggested meeting with the Mayor and DHR Director to explain 1) what the DOW problems are, 2) How it affects the operations and projects, and 3) the cost to the Department and use of public monies.

Mr. Dill recommended that DHR Director be invited to a Board meeting. He has discussed some of the DOW's issues including the many reallocations which has been challenging to DHR. The Board of Water jurisdictions in Hawai'i need to be consistent with one another. If a reallocation is submitted, DHR has to compare it to other existing engineering positions and try to establish a common position description and to price accordingly. DHR's challenge with DOW reallocations is not consistent with other position descriptions in DHR and are priced different. Mr. Dill agreed there is a challenge with finding qualified people and the normal thinking would be to increase the salary for that position, but would be difficult. Chair Shiraishi asked if the Department could research in-house and present the results to DHR. Manager Saiki said the Department had comparable research from different jurisdictions which took 18 months. But

DHR did not think the research was comparable. (Note: Mr. Dill referred to the HR correspondence attachments in Manager's Report No. 16-11.)

Ms. Peay commented that the Department does not have the background research capability. The DHR will continue to contact the jurisdictions to make sure it is aligned with the classification based on DHR's definition. Ms. Peay could do the background check with other water utilities and provide comparable information but DHR still goes through their process which is out of her responsibility.

Manager Saiki said it is not the position description in question, it is the *classification*.

Deputy County Attorney, Andrea Suzuki checked the legal process and the Board could set up an Investigative Committee up to three (3) Board members to meet with the DHR Director without violating the Sunshine Law with a specific purpose and will report back at the following Board meeting. Once the job is done the Investigative Committee is dissolved.

According to Office of Information Practices (OPI), the Board could do routine administrative matters (i.e., board budget, employment matters) which could be discussed between two (2) members of the Board and the Department head. This issue is not a routine administrative matter.

Mr. Dill moved to approve Manager's Report No. 16-10 - Discussion and Possible Action regarding Department of Water's Understaffing and appoint an **Investigative Committee** up to three (3) Board members to meet with Department of Human Resources Director to investigate and facilitate the filling of Department of Water (DOW) vacancies; seconded by Mr. Nakaya; with no objections; motion carried with 4 ayes.

Investigative Committee appointments: Chair Shiraiishi, Mr. Larry Dill and Mr. Mike Dahilig.

Department will: 1) Arrange a meeting with Ms. Janine Rapozo, DHR Director for guidance and to expedite the staffing process and 2) Extend an invitation to Ms. Rapozo to appear before the Board at the September Board.

4. Manager's Report No. 16-11 - Discussion and Possible Action to Request for Board Approval on the proposed and revised Table of Organization (TO) for the Construction Management Division

BACKGROUND:

Manager Saiki commented the Department recommended the Board approve the Proposed Construction TO and to downgrade the Supervising Waterworks Inspector to Waterworks Inspection I position and Waterworks Project Manager to Project Assistant position. These positions took a while but got a downgraded classification. The Department is taking the approach to downgrade the position to Level I to be able to train staff and to move up eventually.

DISCUSSION:

IT Specialist, Ms. Sandi Nadatani-Mendez reported for Construction Project Management Officer, Mr. Dustin Moises and said under the Recommendation Section, the correct division should be for the proposed "Construction" TO (not Engineering TO).

Mr. Dill noted on Page 67, last paragraph: "*Recently, there has been a relatively high number of applicants for a Civil Engineering I position that would qualify for Project Assistant.*" He asked if the CE I positions are available and if the Department is hiring CE I positions? Manager Saiki said there are CE I positions but the Department is not actively hiring. Water Resources and Planning CE I positions are \$1 funded; there are no funded CE I positions. Engineering has CE I positions that are frozen.

Mr. Dill understood the Department wanted to go with a Project Construction Management position because there were no CE I positions. The Project Assistant is not an experienced position but asked if the Department could hire a CE I as a Project Assistant? Mr. Dill asked would this position work towards a P.E. as part of a succession plan. This would keep engineering on track. Manager Saiki replied yes. The Department should encourage CE V's to get their P.E.

Chair Shiraishi commented it is preferable to hire Entry Level staff to get to the point of getting reallocated to a higher position.

Manager Saiki has not touched base with DHR on these proposed TO but said these positions would be an easier classification to fill.

Mr. Dill preferred the TO format on Page 70 but questioned the line on the right side of the Level I & Level II positions which looked like Level II position oversees the Level I position. Level I & Level II position should both report to the Level III position with a connecting line (split side-to-side on the TO). Manager Saiki added that HR Coordinator, Ms. Debra Peay will work with DHR on their format of the proposed TO.

Mr. Dill moved to approve Manager's Report No. 16-11 - Discussion and Possible Action to Request for Board Approval on the proposed and revised Table of Organization (TO) for the Construction Management Division; seconded by Ms. Ho; with no objections, motion carried with 4 ayes.

5. Manager's Report No. 16-12 - Discussion and Possible Action on the Manager and Chief Engineer's goals for July 2015 – June 2016

BACKGROUND:

Manager Saiki carried over Goals 3, 4, 5 & 6 from last year below:

3. Provide clear Manager Reports to the Board, providing background, options and recommendations.
4. Provide Manager's Reports to the Board by Friday prior to the Agenda meeting with the exception of the financial reports at the time of posting.
5. Respond to grievances within 30 days.
6. Obtain Department of Human Resources (DHR) approval for current Table of Organization. Minimize changes on the Table of Organization (TO).

New Goals 1 & 2:

1. Provide management training for division heads and supervisors (ongoing).
2. Investigate and determine methods for acknowledging outstanding employee performance.

Additional Goals 7 & 8:

7. Fill all funded vacant positions (suggested by Chair Shiraishi & Mr. Dill).
8. To obtain a performance evaluation score of at least 3.5 (suggested by Mr. Nakaya).

Manager Saiki could speak to the division heads on positions that could be filled. Chair Shiraishi mentioned in prior years private projects were not going up because of staffing issues which is a concern of the Board and the Department. The Board will be working with the DHR to get the Department's positions filled.

Mr. Nakaya moved to approve Manager's Report No. 16-12 - Discussion and Possible Action on the Manager and Chief Engineer's goals for July 2015 – June 2016 and to add **Goal #7 – Fill all funded vacant positions** and **Goal #8 – To obtain a performance evaluation score of at least 3.5%**; seconded by Mr. Dill; with no objections, motion carried with 4 ayes.

Chair Shiraishi commented that staff can contact any Board member confidentially if they have comments to add regarding the Manager and Chief Engineer's goals to accomplish.

I. STAFF REPORTS
MONTHLY

1. Discussion and Receipt of the Kaua'i County Water Department's Statement of Revenues and Expenditures
 - a. July Monthly Summary Budget

BACKGROUND:

Ms. Yano presented the Statement of Revenues and Expenditures and the July Monthly Summary Budget and comparative reports. The Water Consumption 3 Years Comparative Chart compares 3 different years for the month of July 2015.

Other Fiscal Ongoing Activities/Initiatives – Revisions to the Standard Operating Procedures (SOP) No. 51, Charges for Restoration of Water Service. Chair Shiraishi asked what is the status of SOP 51 update? Ms. Yano said SOP 51 update has been put on hold because other priorities came up. SOP 51 charges will be updated (i.e., \$40 for afterhours to open/shut off meters). SOP 51 drafts would be completed before the end of this year after the audit. Fiscal is in the process of the on-going audit & field audit the first week of September. Chair Shiraishi will follow up with Ms. Yano on SOP No. 51 in December.

Mr. Nakaya referred to the Year-to-date (YTD) Actual and requested Ms. Yano to explain the \$2.5M loss. Ms. Yano explained the report covers the YTD revenues and YTD expenses; revenues shown are for a period of 1 month. The Department paid almost half of the debt service the first month. A higher expenditure is shown and compared with the total receipts for the month. Expenditures are also spent ahead of time.

Mr. Dill referred to the Net Operating Income (Loss), Page 84 – the actual is \$180,000 (a positive). Ms. Yano explained the Debt Service Payment is not part of the operating expenses; it is cash outlay.

Mr. Nakaya moved to receive the Kaua'i County Water Department's Statement of Revenues and Expenditures and the July Monthly Summary Budget; seconded by Mr. Dill; with no objections, motion carried with 4 ayes.

2. Discussion and Receipt of the Report by the Public Relations Specialist on Public Relations Activities

BACKGROUND:

Public Relations Specialist, Ms. Kim Tamaoka provided the following highlights:

1. There have been several public notifications during the month.
2. Worked on Project Wet Grant Education Program throughout with the state and the summer media campaign. Board members participating in Project Wet include: Chair Shiraishi, Mr. Nakaya & Ms. Ho. Mr. Dill and Mr. Dahilig will be not able to participate. 700 kids will be participating; last year 750 kids participated in Project Wet.

DISCUSSION:

Chair Shiraishi asked if Ms. Tamaoka requested a grant from America Resort Development Association (ARDA) for financial support. Ms. Tamaoka did not request for the ARDA grant fund because she is using the grant funds for Project Wet and bus services. ARDA is still on the sponsor list and gave a \$1,500 grant last year. Chair Shiraishi requested Ms. Tamaoka ask ARDA next year for funding.

Ms. Ho moved to receive the Report by the Public Relations Specialist on Public Relations Activities; seconded by Mr. Dill; with no objections, motion carried with 4 ayes.

3. Discussion and Receipt of the Chief of Operation's Summary Report on Operational Activities

BACKGROUND:

Chief of Operations, Mr. Val Reyna highlighted the following:

1. Mr. Reyna thanked the field supervisors who controlled the overtime for the month of July. Overtime was approximately 400 hours lower than the previous month.
2. Electrical costs for FY 2015 was \$440,000 lower than FY 2014 (due to lower oil and gas prices, & lower KIUC prices). Other reasons for lower electrical costs were from the replacement of old motors with premium efficient motors and the plant operations monitored the pump run times. The electrical consumption was 139,000 kilowatt less than the previous fiscal year.

DISCUSSION:

Mr. Dill complimented Mr. Reyna on the Unbilled Water percentage that went down 10%. Mr. Reyna said the consumption went down slightly. He credited the Billing section that billed more than previous months; the billed/unbilled percentages went down.

Firefighting usage and unbilled usage remains the same which may be due to a serial arsonist setting fires around the island. 10% - 15% of unbilled water is good by industry standard.

Mr. Dill moved to receive the Chief of Operation's Summary Report on Operational Activities; seconded by Mr. Nakaya; with no objections, motion carried with 4 ayes.

4. Discussion and Receipt of the Manager and Chief Engineer's Monthly Update Regarding Activities of Note of the DOW

BACKGROUND:

Manager Saiki highlighted the following:

1. The Board members met the Department's CE V, Mr. Bryan Wienand who started recently.
2. On Wednesday, August 12th, at the request of Councilperson, Gary Hooser, the Department presented the status of the Department's Capital Improvement Projects and Build America Bond spend down to the County Council Finance Committee. The presentation went well thanks to the DOW team.
3. Yesterday, the Department met with the Department of Health (DOH) on the Moloa'a System. The Department buys water from the Lidner system for seven (7) homes. DOH is considering the Lidner system as a public system. Currently the system is an agricultural water system. As a public system, DOH would require Lidner to do all the testing and disinfecting. There are three (3) users on the system (Lidner Development, Moloa'a Irrigation Cooperative (MIC) a public sub system and the DOW. DOW has seven (7) homes/vacation rentals. There is a tunnel source by the reservoir that DOW will investigate to use and then get off Lidner's system.

DISCUSSION:

Chair Shiraishi questioned if Lidner's system goes dry, who does the customers complain to? Manager Saiki said customers complain to DOW but are told they need to go to Lidner. The Department bills the seven (7) customers the same rate as DOW customers.

Mr. Dill found it interesting that DOW has provided Lidner's system undisinfected water all these years. He asked if the customers know they are receiving non-potable or potable water. Water Microbiologist, Mr. Carl Arume commented the system is not considered a public water system unless it has 15 service

connections or more than 25 people. DOW has seven (7) connections and less than 25 people; by right the DOW is not monitoring the water (it is similar to a backyard well). Mr. Arume added that Lidner is serving more than 25 people.

The tunnel was found today and Mr. Arume will update the Manager of possibilities.

Mr. Dill asked if the source is found, would the water be disinfected. Mr. Arume responded and said if the Department buys from Lidner, he would chlorinate the water and DOW would be responsible for micro testing. If DOW stays with the 7 customers, the Department would voluntarily provide better testing and better quality water; DOW is not required, but the Department is looking at how to make it better. Testing has been good and no issues have come up yet. DOW has a tank that feeds the DOW's line but DOW is not providing any residual. Mr. Arume said the residual is at the source. Testing at the tank was OK.

4. Storm Area –below the Big Island is now a depression tracking south. By Tuesday there is an “H”; in 48 hours it will become a hurricane.
5. Facilities Reserve Charge (FRC) – Mr. Doi said the FRC will be submitted to the Small Business Regulatory Review Board (SBRRB) by the September Board meeting.
6. CC&B Billing Update – Ms. Nadatani-Mendez reported the Lock Box was implemented on August 1st. Bank of Hawai'i is processing all bill payments.
7. IT Strategic Management Plan – A Request For Proposal (RFP) for project management software that closes at the end of August. IT is working on other projects.
8. Warrant Voucher Report – Mr. Dill referred to the following line items: Salaries & Wages, Page 114 - \$677,008.61 and Interest Expense - \$323,555.20. He said based on the two line items compared to the Monthly Revenues & Expenses, they did not match up. Ms. Yano commented the Employee Related Expenses, Page 83 is \$677,000 (Monthly Budget/Actual report) and Interest Expense, Page 84 is \$478,000. The difference had to do with accrual (due in August 1st, paid & shown in the July report). The numbers shown in the Manager's Update are actual payments for the month. The numbers should be the shown in both reports (Monthly Budget/Actual & Summary of Monthly Expenditures) according to Mr. Dill. He requested Ms. Yano to investigate the discrepancies and to report back to the Board at the September Board meeting.

Mr. Dill moved to receive the Manager and Chief Engineer's Monthly Update Regarding Activities Note to DOW and Waterworks Controller, *Ms. Yano will investigate the Warrant Voucher discrepancies and to report back to the Board at the September Board meeting*; seconded by Mr. Nakaya; with no objections, motion carried with 4 ayes.

- a. Report of the BAB pay down as of July 2015

Mr. Dill moved to receive the Report of the BAB pay down as of July 2015; seconded by Mr. Nakaya; with no objections, motion carried with 4 ayes.

K. TOPICS FOR NEXT WATER BOARD MEETING (October 2015)

1. Discussion and Possible Action on Board Suggestions for Capital Improvement Projects (CIP) for the 2016 Legislative Session
2. Tentative Board Meeting Dates for 2016

L. TOPICS FOR FUTURE WATER BOARD MEETINGS

1. Manager's Report No. 11-28 – Discussion and Possible Action regarding Part 5 of the Rules, Facilities Reserve Charge – Proposed New Rule, SBRRB Results

2. Manager's Report No. 14-24 – Discussion and Possible Action regarding Part 4 Section I of the Rules, General Use Rates Proposed Amendments, Small Business Regulatory Review Board (SBRRB) Results
3. Discussion and Possible Action of Proposed Delegation of a Meter Restriction Board Policy No. 30
4. Discussion and Possible Action of Proposal relating to Providing Water Service Outside of the Water Zone
5. Discussion and Possible Action on Board Policy No. 20 – Facilities Reserve Charge (FRC) Credits for Developers of Affordable Housing
6. Draft Audit (November 2015)
7. Election of Officers for 2016 (December 2015)

M. UPCOMING EVENTS

1. DOW Make a Splash Water Festival (September 24, 2015)
2. HWWA Hawaii Section, Honolulu, HI (October 14-16, 2015)
3. AWWA/Hawai'i Section Hawai'i Water Environment Association 2016 Pacific Water Conference, Honolulu, HI (February 2-6, 2016)

N. NEXT WATER BOARD MEETING

1. Thursday, September 17, 2015, 10:00 a.m.
2. Thursday, October 22, 2015, 10:00 a.m.
3. Thursday, November 19, 2015, 10:00 a.m.
4. Thursday, December 17, 2015, 10:00 a.m.

Mr. Dill moved to go into Executive Session at 12:04 p.m.; seconded by Ms. Ho; with no objections; motion carried with 4 ayes at Roll Call (LH, SS, CN, LD).

Deputy County Attorney, Andrea Suzuki read the following Executive Session language:

J. EXECUTIVE SESSION

Pursuant to H.R.S. §92-7(a), the Board may, when deemed necessary, hold an executive session on any agenda item without written public notice if the executive session was not anticipated in advance. Any such executive session shall be held pursuant to H.R.S. §92-4 and shall be limited to those items described in H.R.S. §92-5(a).

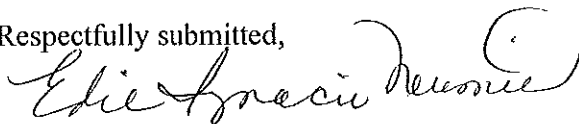
1. Pursuant to Hawaii Revised Statutes Sections 92-4, 92-5(a)(2), and County Charter Section 3.07(E), the purpose of this executive session with the Board of Water is to discuss matters pertaining to the job performance evaluation of the Manager and Chief Engineer. This session pertains to the Manager and Chief Engineer's job performance evaluation where consideration of matters affecting privacy will be involved; if the Manager requests an open meeting, an open meeting shall be held.

At 12:06 a.m., Chair Shiraishi called for a recess.

O. ADJOURNMENT

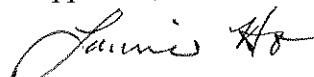
At 12:47 p.m. the meeting was adjourned by Chair Shiraishi with no objections.

Respectfully submitted,



Edie Ignacio Neumiller
Commission Support Clerk

Approved,



Laurie Ho
Secretary – Board of Water Supply