BOARD OF WATER SUPPLY of the COUNTY OF KAUA'I

REGULAR MEETING

Second Floor, Kaua'i County Department of Water
4398 Pua Loke Street, Līhu'e, Kaua'i, Hawai'i 96766

FRIDAY, MARCH 23, 2018

10:00 a.m.

Or soon thereafter

A. CALL TO ORDER

B. ROLL CALL

C. ACCEPTANCE OF AGENDA

D. MEETING MINUTES
Review and approval of:
Regular Board Meeting – February 23, 2018

E. CORRESPONDENCE/ANNOUNCEMENTS

F. BOARD COMMITTEE & PERMITTED INTERACTION GROUP REPORTS

G. OLD BUSINESS

1. *Manager's Report No. 18-91* - Request Board Approval of Resolution No. 18-03, *(3/18),* Employee of the Year, Reynold Abigania, Groundskeeper, Operations Division

H. NEW BUSINESS

1. *Manager's Report No. 18-98* –Discussion and Possible Action on the Second Amendment to Agreement for Water dated June 1, 1979 between the Board of Water Supply and Princeville Utilities Company, Inc. to add one (1) Additional Dwelling Unit on TMK: 5-3-005:009 for a Total Allocation of 66,500 Gallons Per Day

2. *Manager's Report No. 18-99* – Board Discussion on the Assistant Chief of Operations Participation on the Board of the Hawaii Rural Water Association

NOTE: If you need an ASL Interpreter, materials in an alternate format, or other auxiliary aid support, please contact Edie at 245-5406 or email: eineumiller@kauaiwater.org at least seven (7) calendar days before the meeting.

H. NEW BUSINESS (cont'd)

3. *Manager's Report No. 18-100* - Discussion and Possible Action for the Board of Water Supply to enter into Utility Agreement No. 2257 with the State of Hawai`i in association with the State Department of Transportation's upcoming Hanapēpē River Bridge, Kaumualiʻi Highway, Route 50, HI STP SR50 (1) Project, Hanapēpē, Kaua'i, Hawai'i in the amount of $194,070.00

4. Draft Budget for Fiscal Year 2018-2019
   a. Fiscal Year 2018 - 2019 – Draft Operating Budget
   b. Fiscal Year 2018 - 2019 – Draft Capital Outlay Budget

I. CONSENT CALENDAR

1. *Manager's Report No. 18-101* – Discussion and Possible Action to approve a Grant of Easement Agreement for the Construction Plans for the Kaua'i Philippine Cultural Center, Affecting the following:
   a. County of Kaua'i, TMK: (4) 3-3-003:043, Līhu'e, Kaua'i, Hawai'i

2. *Manager's Report No. 18-102* - Discussion and Possible Action on Grant of Easement for 1" Water Meter and 2-1/2" Reduced Pressure Check Assembly Plan for Lot 1-B, TMK: (4) 3-6-003:066, Līhu'e, Kaua'i, Hawai'i affecting the following Landowner:
   a. Calipjo Properties, LLC affecting TMK: (4) 3-6-003:066, Līhu'e, Kaua'i, Hawai'i

J. STAFF REPORTS

MONTHLY

1. Discussion and Receipt of the Kauaʻi County Water Department's Statement of Revenues and Expenditures
   a. February Monthly Summary Budget
2. Discussion and Receipt of the Report by the Public Relations Specialist on Public Relations Activities
3. Discussion and Receipt of the Chief of Operation's Summary Report on Operational Activities
4. Discussion and Receipt of the Manager and Chief Engineer's Monthly Update Regarding Activities of Note of the DOW
   a. Report of the BAB pay down as of February 2018

K. 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 Hawai`i Revised Statutes § 92-4 and § 92-5(a)(2), the purpose of this Executive Session is for the Board to consider personnel matters where consideration of matters affecting privacy will be involved.*

NOTE: If you need an ASL Interpreter, materials in an alternate format, or other auxiliary aid support, please contact Edie at 245-5406 or email eineumiller@kauaiwater.org at least seven (7) calendars days before the meeting. Page 2

K. EXECUTIVE SESSION (cont'd)

2. *Pursuant to Hawai`i Revised Statutes §92-4 and §92-5 (a)(4), the purpose of this Executive Session is for the Board to consult with the Board's attorney on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities as they relate to performing a Water Rate Study.*

L. TOPICS FOR NEXT WATER BOARD MEETING *(April 2018)*

1. Discussion and Possible Action on Proposed Board Policy for Delegating Routine Actions from the Water Board to the Department of Water's Manager and Chief Engineer regarding Right of Entry

M. TOPICS FOR FUTURE WATER BOARD MEETINGS

1. Workshop presentation regarding the Long Range Plan of the Department of Water's former Administration Building
2. Discussion and Possible Action to hire a consultant to provide a Policy in the Development of Priorities for the Current Rate Study & 2018-2019 Budget Process for:
   a. Capital Budget
   b. Operating Budget
   c. Reserves
   d. Debt
3. Workshop presentation regarding the Table of Organization
4. Audit Committee Meeting

N. UPCOMING EVENTS

1. AWWA Conference, Las Vegas, Nevada *(June 11 – 14, 2018)*
2. Make a Splash, Project Wet *(September 20, 2018)*
3. HWWA Conference, Līhu'e, Hawaii *(November 7 – 9, 2018)*

O. NEXT WATER BOARD MEETING

1. Friday, April 27, 2018, 10:00 a.m.
2. Friday, May 25, 2018, 10:00 a.m.
3. Friday, June 22, 2018, 10:00 a.m.
4. Friday, July 27, 2018, 10:00 a.m.

P. ADJOURNMENT

NOTE: If you need an ASL Interpreter, materials in an alternate format, or other auxiliary aid support, please contact Edie at 245-5406 or email eineumiller@kauaiwater.org at least seven (7) calendars days before the meeting.

Draft Minutes

MEETING MINUTES
BOARD OF WATER SUPPLY
February 23, 2018

The Board of Water Supply, County of Kaua'i, met in regular meeting at the Board Conference Room in Līhu'e on Friday, February 23, 2018. Chair Beth Tokioka called the meeting to order at 10:04 a.m. The following Board members were present:

BOARD: Ms. Beth Tokioka, *Chair*
Mr. Sherman Shiraishi
Mr. Michael Dahilig
Mr. Thomas Canute
Mr. Lawrence Dill

EXCUSED: Ms. Laurie Ho
Mr. Lyle Tabata

Quorum was achieved with 5 members present at Roll Call.

At 10:04 a.m., Mr. Dill exited the meeting.

STAFF: Mr. Steven Kyono
Mr. Bryan Wienand
Mr. Valentino Reyna
Mr. Edward Doi
Mrs. Jonell Kaohelaulii
Mr. Dustin Moises
Deputy County Attorney Mahealani Krafft
Mr. Carl Arume
Mrs. Marites Yano
Mrs. Sandi Nadatani-Mendez
Mr. Michael Hinazumi
Mr. Keith Aoki
Mrs. Mj Akuna

GUEST(s) Mr. Eric Agena, District Engineer Department of Accounting & General Services
Mr. Hall Parrott, Private Citizen

C. ACCEPTANCE OF AGENDA

Mr. Dahilig moved to reorder the Agenda and deferred Manager's Report 18-91 to the March Agenda and to move up Consent Calendar Item I, No. 3, Manager's Report No. 18-96; seconded by Mr. Shiraishi; with no objections; motion carried with 4 ayes.

D. MEETING MINUTES

Review and approval of:
Regular Board Meeting – January 26, 2018

Mr. Dahilig moved to approve the Regular Board Meeting minutes of January 26, 2018; seconded by Mr. Shiraishi; with no objections, motion carried with 4 ayes.

E. CORRESPONDENCE/ANNOUNCEMENTS

None.

F. BOARD COMMITTEE & PERMITTED INTERACTION GROUP REPORTS

None.

G. OLD BUSINESS

None.

H. NEW BUSINESS

2. *Manager's Report No. 18-92* - Request Board Approval of Resolution No. 18-04, *(2/18),* Employee of the Year, Bryan Wienand, Civil Engineer V, Engineering Division

Mr. Aoki read Employee of the Year, Mr. Wienand's Resolution. Photos were taken with the Board members.

Board approved *Manager's Report No. 18-92* - Request Board Approval of Resolution No. 18-04, *(2/18),* Employee of the Year, Bryan Wienand, Civil Engineer V, Engineering Division with no objections.

At 10:08 a.m., Mr. Dill re-entered the meeting.

3. *Manager's Report No. 18-93* - Discussion and Possible Action for Board Approval to enter a Memorandum of Understanding No. 2294 between the Hawai'i Department of Transportation and the Board of Water Supply, County of Kaua'i for the Hawai'i Department of Transportation's Maalo Road Resurfacing, Mile Post 1.0 to Mile Post 2.0, Project No. 583A-01-18M

Mr. Shiraishi moved to approve *Manager's Report No. 18-93* - Discussion and Possible Action for Board Approval to enter a Memorandum of Understanding No. 2294 between the Hawai'i Department of Transportation and the Board of Water Supply, County of Kaua'i for the Hawai'i Department of Transportation's Maalo Road Resurfacing, Mile Post 1.0 to Mile Post 2.0, Project No. 583A-01-18M; seconded by Mr. Canute; with no objections, motion carried 4 Ayes, 1 Recused (LD).

H. NEW BUSINESS

1. *Manager's Report No. 18-91* - Request Board Approval of Resolution No. 18-03, *(2/18),* Employee of the Year, Reynold Abigania, Groundskeeper, Operations Division

Board deferred *Manager's Report No. 18-91* Request Board Approval of Resolution No. 18-03, *(2/18),* Employee of the Year, Reynold Abigania, Groundskeeper, Operations Division to the March meeting with no objections.

Chair Tokioka welcomed *Acting* Manager and Chief Engineer Mr. Steven Kyono to his first meeting.

I. CONSENT CALENDAR

3. *Manager's Report No. 18-96* - Discussion and Possible Action to approve a Grant of Easement for the former Līhu'e Courthouse Renovations with the County of Kaua'i Board of Water Supply affecting the following Landowner:
   a. State of Hawai'i, Department of Accounting and General Services, TMK: (4)3-6-005:001, Līhu'e, Kaua'i, Hawai'i

BACKGROUND:
Chair Tokioka mentioned there are tenants ready to move into the former Līhu'e Courthouse and to get the water turned on. All agencies including the Department of Water (DOW) need to work together.

Chief of Construction Management Mr. Moises outlined the remaining process to this project as follows:
- Certificate of Completion was drafted and emailed to Admin.; once finalized Mr. Moises will sign.
- Application of the meter installation and fee was received.
- Fiscal will create the Field Activity and Work Order to drop the meter.
- Once Mr. Moises signs off on the documents today, water could be turned on by next Friday.

Mr. Eric Agena, District Engineer
Department of Accounting and General Services (DAGS) provided his testimony.

Mr. Agena expressed appreciation to those who worked closely with DOW. Within DAGS and DOW's control they kept this project moving. Private entities have been impacted on how long the project has taken.

Chair Tokioka thanked the staff in also getting this project done.

Mr. Shiraishi moved to approve *Manager's Report No. 18-96* - Discussion and Possible Action to approve a Grant of Easement for the former Līhu'e Courthouse Renovations with the County of Kaua'i Board of Water Supply affecting the following Landowner: a) State of Hawai'i, Department of Accounting and General Services, TMK: (4)3-6-005:001, Līhu'e, Kaua'i, Hawai'i; seconded by Mr. Dill; with no objections, motion carried with 5 ayes.

1. *Manager's Report No. 18-94* - Discussion and Possible Action for the Board to approve a Right of Entry letter from Grove Farm Company, Inc. for Job No. 18-01, that will allow the Department to abandon Hanamā'ulu Well No. 1 and Hanamā'ulu Well No. 2, affecting the following:
   a. Grove Farm Company, Inc., TMK: (4) 3-8-018:001 Hanamā'ulu, Kaua'i, Hawai'i

DISCUSSION:
Mr. Dill referred to line item Hanamā'ulu Well No.1 & No. 2 on page 73 regarding $200,000. Mr. Aoki clarified the $200,000 was on a previous Manager's Report to abandon the two wells.

Mr. Shiraishi approved *Manager's Report No. 18-94* - Discussion and Possible Action for the Board to approve a Right of Entry letter from Grove Farm Company, Inc. for Job No. 18-01, that will allow the Department to abandon Hanamā'ulu Well No. 1 and Hanamā'ulu Well No. 2, affecting the following: a) Grove Farm Company, Inc., TMK: (4) 3-8-018:001 Hanamā'ulu, Kaua'i, Hawai'i; seconded by Mr. Dill; with no objections, motion carried with 5 ayes.

2. *Manager's Report No. 18-95* – Discussion and Possible Action to approve multiple Right of Entry Agreements with private owners that will allow the Department of Water to relocate and/or reconnect water meters for Job No. 15-07 WP2020 Project No. HE-10 (Reorganize Water System: Hanapēpē Road 6-Inch Main Replacement) affecting the following:
   a. Paul Y. Nozaki and Sue Kajihara-Nozaki, Co-trustees of the Paul Y. Nozaki Trust, Lyle N. Nozaki, Nancy A. Nozaki, and Sidney M. Nozaki and Suzanne E. Nozaki, Co-trustees of the Sidney M. Nozaki Trust and the Suzanne E. Nozaki Trust, TMK: (4) 1-8-08:051, Hanapēpē, Kaua'i, Hawai'i

Mr. Shiraishi moved to approve *Manager's Report No. 18-95* – Discussion and Possible Action to approve multiple Right of Entry Agreements with private owners that will allow the Department of Water to relocate and/or reconnect water meters for Job No. 15-07 WP2020 Project No. HE-10 (Reorganize Water System: Hanapēpē Road 6-Inch Main Replacement) affecting the following: a. Paul Y. Nozaki and Sue Kajihara-Nozaki, Co-trustees of the Paul Y. Nozaki Trust, Lyle N. Nozaki, Nancy A. Nozaki, and Sidney M. Nozaki and Suzanne E. Nozaki, Co-trustees of the Sidney M. Nozaki Trust and the Suzanne E. Nozaki Trust, TMK: (4) 1-8-08:051, Hanapēpē, Kaua'i, Hawai'i; seconded by Mr. Dill; with no objections, motion carried with 5 Ayes.

4. *Manager's Report No. 18-97* – Discussion and Possible Action on Grant of Easement for Reduced Pressure Detector Assembly and Water Meter Plan for Lot 8-A, TMK: (4) 4-5-

010:001,Kapa‘a, Kaua'i, Hawai'i affecting the following Landowner: a) Aloiau, Inc. affecting TMK: (4) 4-5-010:001, Kapa‘a, Kaua'i, Hawai'i

Mr. Shiraishi approved *Manager's Report No. 18-97* – Discussion and Possible Action on Grant of Easement for Reduced Pressure Detector Assembly and Water Meter Plan for Lot 8-A, TMK: (4) 4-5-010:001, Kapa‘a, Kaua'i, Hawai'i affecting the following Landowner: a) Aloiau, Inc. affecting TMK: (4) 4-5-010:001, Kapa‘a, Kaua'i, Hawai'i; seconded by Mr. Dill; with no objections, motion carried with 5 ayes.

The Commission Support Clerk will correct the missing number in the TMK (4) 4-5-010:001 on the Manager's Report. The TMK in the GOE was correct.

J. STAFF REPORTS

MONTHLY

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

BACKGROUND:
Waterworks Controller highlighted water sales is 5% up due to the increase of water consumption as shown on Page 83, YTD cumulative increase at 113 MG.

Received – 5 members

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

DISCUSSION:
The Board will be notified on the Mayor's Proclamation for Fix a Leak Week scheduled on March 16th, 11:00 am – 11:30 am at DOW front lobby. This is in conjunction with the Environmental Protection Agency's Water Sense Program a national wide campaign to support water conservation. This will be the DOW's first opportunity to introduce the media partners in a proactive role.

Received – 5 members

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

DISCUSSION:
Operations goal is to maintain a number lower than 100 gallons per connection/loss per day. According to the Water Auditor the standard in California is 100 and 120 on the high side.

After discussion with the Board, Mr. Reyna agreed to update the Water Loss Chart (water losses per connection) to reflect sequential 12 months (oldest month to the current month) from March 2017 to February 2018.

Received – 5 members

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

DISCUSSION:
Mr. Shiraishi questioned Professional Services Contract with Ashford and Wriston for Special Counsel to provide Environmental Land Use, and Regulatory Compliance Litigation and Related Legal Services

in the amount of $25,000.00, asking if they were retained. Deputy County Attorney Krafft mentioned the contract was sent for Ashford's execution.

Received – 5 members

a. Report of the BAB pay down as of January 2018

Received – 5 members

K. 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).

L. TOPICS FOR NEXT WATER BOARD MEETING *(March 2018)*

1. Draft Budget for Fiscal Year 2018-2019
   a. Fiscal Year 2018 - 2019 – Draft Operating Budget
   b. Fiscal Year 2018 - 2019 – Draft Capital Outlay Budget

Finance Committee meetings on the Budget will be scheduled in *April.*

- A draft rate study proposal is to start a new rate increase in September 2018 or January 2019 or the next FY 2019 – 2020 which will be proposed in the budget.
- If there is no rate increase, the DOW could pay their bills.
- Construction Management will only have two projects this FY.
- Mr. Dill requested to see 1) The next billing with no rate increase for next year & 2) If there is no rate increase, projects need to be deferred.
- Mr. Dill expects a preliminary recommendation from staff to consider a rate increase with next year's FY budget and to be approved by the Finance Committee.
- Tess will provide a copy of the draft budget for the Finance Committee.

Deputy Manager Wienand clarified the draft budget which will be more involved in the Finance Committee meeting. It was not the staff's intent to put a proposed rate increase in the budget without being addressed. The recommendation will be a rate increase for next fiscal year and not July 2018 due to timing.

3. *Manager's Report No. 17-29 (Update)* - Discussion and Possible Action on the Financial Management Planning and Water Rate Analysis for the Department of Water for July 2018 to June 2021 and submit an Impact Statement to the Small Business Regulatory Review Board

Finance Committee meetings on the Finance Management Planning and Water Rate Analysis will be scheduled in *March.*

- Rate Study to be completed by September 2018.
- Rate increase recommended for next FY due to timing.
- Chair Tokioka requested the rate increase steps and process and to look at a realistic timing.
- Mr. Dahilig's inquired if the State had a study or a prerequisite if rates are raised. Deputy Attorney Krafft was not sure whether or not a study is required prior to increasing rates; she would look into it.

4. Discussion and Possible Action on Proposed Board Policy for Delegating Routine Actions from the Water Board to the Department of Water's Manager and Chief Engineer regarding Right of Entry

5. Discussion and Possible Action on Utility Agreement No. 2257 between the State of Hawai'i Department of Transportation and the Board of Water Supply, County of Kaua'i for the upcoming Hanapēpē River Bridge, Kaumuali'i Highway, Route 50, HI STP SR50 (1) Project, Hanapēpē, Kaua'i Hawai'i Water System Improvements

M. TOPICS FOR FUTURE WATER BOARD MEETINGS

1. Workshop presentation regarding the Long Range Plan of the Department of Water's former Administration Building
2. Audit Committee Meeting
3. Discussion and Possible Action to hire a consultant to provide a Policy in the Development of Priorities for the Current Rate Study & 2018-2019 Budget Process for:
   a. Capital Budget
   b. Operating Budget
   c. Reserves
   d. Debt

- Hiring a consultant will be added to next year's budget.

Chair Tokioka mentioned, if deferred, the DOW needs the guidance on the scope of work for the next budget and procurement could be done early in the fiscal year. It would take three months to hire a consultant.

N. UPCOMING EVENTS

1. Fix a Leak Week *(March 18 – 24, 2018);* Proclamation *(March 16, 2018)*
2. AWWA Conference, Las Vegas, Nevada *(June 11 – 14, 2018)*
3. Make a Splash, Project Wet *(September 20, 2018)*
4. HWWA & HRWA Conference, Līhu'e, HI *(November 7 – 9, 2018)*

O. NEXT WATER BOARD MEETING

1. Friday, March 23, 2018, 10:00 a.m.
2. Friday, April 27, 2018, 10:00 a.m.
3. Friday, May 25, 2018, 10:00 a.m.
4. Friday, June 22, 2018, 10:00 a.m.

Deputy Manager Wienand expressed his gratitude on behalf of the staff for Mr. Kyono who has been great to work with in this short time.

Commission Support Clerk announced that Information and Education Specialist Jonell Kaohelaulii was promoted recently effective February 1st.

P. ADJOURNMENT

Mr. Dahilig moved to adjourn the Regular Board meeting at 10:58 a.m., seconded by Mr. Dill; with no objections, motion carried with 5 ayes.

Respectfully submitted,

Edith Ignacio Neumiller
Commission Support Clerk

Approved,

Thomas Canute
Secretary – Board of Water Supply

Old Business

DEPARTMENT OF WATER

County of Kaua'i

"Water has no Substitute – Conserve It!"

MANAGER'S REPORT No. 18-91

March 23, 2018

Re: Request Board Approval of Resolution No. 18-03, *(3/18),* Employee of the Year, Reynold Abigania, Groundskeeper, Operations Division

It is requested that the Board approve Resolution 18-03, *(3/18),* and congratulate Employee of the Year Reynold Abigania, Groundskeeper, Operations Division.

Respectively submitted,

Steven Kyono, P.E.
Acting Manager and Chief Engineer

SK/ein

Attachment: Resolution 18-03 Employee of the Year, Reynold Abigania, Groundskeeper, Operations Division

Mgrrp/March2018/18-91/Request Board Approval of Resolution No. 18-03, *(3/18),* Employee of the Year, Reynold Abigania, Groundskeeper, Operations Division (3-23-18):ein

RESOLUTION NO. 18-03

(3/18)

COUNTY OF KAUAI
DEPARTMENT OF WATER
Employee of the Year

REYNOLD ABIGANIA
MAHALO
2017

WHEREAS, REYNOLD ABIGANIA, has been selected by his peers as the Department of Water's 2017 Outstanding Employee of the Year; and

WHEREAS, Reynold became the newest member of the Operations Division when he joined the Department of Water in September 2016 after more than twenty (20) years with the private sector performing golf course maintenance and irrigation;

WHEREAS, being the newest member of Operations did not deter Reynold from performing above and beyond expectations;

WHEREAS, over the past year, Reynold has kept the grounds of the Department's baseyard, parking area, and new administration building presentable and well maintained;

WHEREAS, Reynold showed that he understood the team concept and did not limit his work to grounds keeping and maintenance but also made himself available in assisting the maintenance workers and the meter mechanic;

WHEREAS, Reynold is an avid outdoorsman who likes golfing, fishing, hunting, or relaxing at the beach with family on his days off;

WHEREAS, Reynold immediately gained the respect of his co-workers due to his hairstyling, expertise, unselfishness, and easy-to-get-along with manners;

WHEREAS, Reynold has proven that he is a competent, responsible, dedicated, employee by making sure that all his tasks and responsibilities are taken cared of;

WHEREAS, Reynold has demonstrated sustained excellent performance and dependability as an Operations Division team member and Department of Water employee; now, therefore

BE IT RESOLVED BY THE BOARD OF WATER SUPPLY, COUNTY OF KAUA`I, STATE OF HAWAI`I that it acknowledges and appreciates the contributions of REYNOLD for his outstanding dedication and loyalty and congratulate him upon being chosen to receive the 2017 Outstanding Employee of the Year Award.

CONGRATULATIONS REYNOLD

We do certify that the foregoing was duly adopted by the Board of Water Supply during its meeting on March 23, 2018.

_____
Beth Tokioka, Chairperson

_____
Thomas Canute, Secretary

New Business

DEPARTMENT OF WATER

County of Kaua'i

"Water has no Substitute – Conserve It!"

MANAGER'S REPORT No. 18-98

March 23, 2018

Re: Discussion and Possible Action on the Second Amendment to Agreement for Water dated June 1, 1979 between the Board of Water Supply and Princeville Utilities Company, Inc. to add one (1) Additional Dwelling Unit on TMK: 5-3-005:009 for a Total Allocation of 66,500 Gallons Per Day

RECOMMENDATION:
It is recommended that the Board approve the Second Amendment to Agreement for Water dated June 1, 1979.

FUNDING: N/A.

BACKGROUND:
The First Amendment to the Agreement for Water dated June 1, 1979 was approved on December 31, 2013. The current agreement provides a maximum of 65,750 gallons per day of potable water to five Department of Water (DOW) customers on Honu Road and allows DOW's 'Anini water system to be connected to the Princeville Utilities Company, Inc. (PUCI) water system.

At this time, PUCI is requesting to amend this existing agreement to add one (1) Additional Dwelling unit on TMK: 5-3-005:009 (Owner: Kevyn K. Paik and Wendy S. L. Paik).

PUCI is a regulated entity and operate under a tariff approved by the Hawai'i Public Utilities Commission (PUC). Pursuant to its tariff, PUCI will allocate additional water resources in the amount of 750 gallons per day, plus fire flow needs for the Paik ADU.

The amended total allocation to the Board will be 66,500 gallons per day.

OPTIONS:
Option 1: **Approve Manager's Report**.
Pro: Kevyn K. Paik and Wendy S. L. Paik will be able to construct their proposed ADU.

Con: None.

Option 2: Deny Manager's Report.
Pro: None.

Con: Kevyn K. Paik and Wendy S. L. Paik will not be able to construct their proposed ADU.

ED/ein

Attachments: Second Amendment to Agreement for Water Dated June 1, 1979
First Amendment to Agreement for Water Dated June 1, 1979
Location Map of TMK: 5-3-05:009
WR&P Correspondence dated March 12, 2013

Mgrrp/March 2018/18-98/Discussion and Possible Action on the Second Amendment to Agreement for Water dated June 1, 1979 between the Board of Water Supply and Princeville Utilities Company, Inc. to add one (1) Additional Dwelling Unit on TMK: 5-3-005:009 for a Total Allocation of 66,500 Gallons Per Day (3-23-18):ein

SECOND AMENDMENT TO
AGREEMENT FOR WATER DATED JUNE 1, 1979

THIS SECOND AMENDMENT TO AGREEMENT FOR WATER DATED JUNE 1, 1979 is made by and between the BOARD OF WATER SUPPLY of the County of Kauai (hereinafter "Board"), and PRINCEVILLE UTILITIES COMPANY, INC. (hereinafter "PUCI"), whose Hawaii office and mailing address is 5-3541 Kuhio Highway, Suite 221, Princeville, Hawaii 96722-5564.

I. RECITALS

A. An Agreement was made by and among Princeville Water System, Inc., Kauai County Public Improvement Corporation (hereinafter "KCPIC"), and the Board of Water Supply, Department of Water, County of Kauai, for the sale of Princeville Water System water to the Board and the use of KCPIC pipes for transmission of said water, dated June 1, 1979 (hereinafter "1979 Agreement").

B. The 1979 Agreement provided for the sale of a maximum of 50,000 gallons per day for the Board's five customers on Honu Road and the County's Anini water system, which is connected to the Princeville system at the end of Wyllie Road.

C. Pursuant to the 1979 Agreement, KCPIC agreed to transport that water through its distribution system.

D. Thereafter, KCPIC and Princeville Water System, Inc. merged into PUCI, which is a regulated entity and operates under a tariff approved by the Hawaii Public Utilities Commission.

E. The 1979 Agreement was thereafter amended by a First Amendment To Agreement For Water Dated June 1, 1979 (dated December 31, 2013). Pursuant to these two agreements (jointly, the "Water Agreements"), PUCI agreed to provide a maximum of 65,750 gallons per day to be used for: the County's five customers on Honu Road; twenty farm dwelling units on nine lots in Subdivision S-2013-08, Kauai TMK (4) 5-3-006:025; one single family dwelling unit on Lot 4-A, Kauai TMK No. (4) 5-4-004:032; and the portion of the County's Anini water system which is connected to the Princeville system at the end of Wyllie Road.

F. PUCI and the Board now desire to further amend the Water Agreements to add an additional customer.

II. AGREEMENT

NOW THEREFORE, the Board and PUCI, in consideration of the mutual promises hereinafter set forth, hereby agree as follows:

1. The amount of water provided by PUCI to the Board shall be increased by such amounts as are necessary to provide for the potable needs and the fire flow needs of one (1) Additional Dwelling Unit ("ADU") on L.C. Aw. 11248:2, R. P. 7155, Kalihikai, Kauai, Hawaii, Kauai Tax Map Key No. (4) 5-3-005:009 (Owner: Kevyn K. Paik and Wendy S. L. Paik) ("Paik ADU").

2. Pursuant to PUCI's tariff, PUCI will allocate additional water resources in the amount of 750 gallons per day, plus fire flow needs, for the Paik ADU.

3. As a result of the addition of the Paik ADU, the new amended total allocation of water from PUCI to the Board shall be 66,500 gallons per day.

4. Pursuant to PUCI's tariff, a Contribution in Aid of Construction ("CIAC") fee will be collectable. PUCI will deal directly with the Paiks to collect the CIAC fee for the Paik ADU.

This Second Amendment to the 1979 Agreement, as amended, is effective upon execution by the parties involved and is subject to additional modifications by mutual agreement.

This Second Amendment to the 1979 Agreement, as amended, may be executed in more than one counterpart, each of which shall be considered to be an original, but all of which shall constitute a single counterpart.

IN WITNESS WHEREOF, the parties have made and executed this Second Amendment To Agreement For Water Dated June 1, 1979 as of this _____ day of _____, 20_____.

APPROVED:

_____
Steven Kyono, P.E.
Acting Manager and Chief Engineer

BOARD OF WATER SUPPLY,
COUNTY OF KAUA'I

By: _____
Beth Tokioka
Its: Chairperson

APPROVED AS TO FORM
AND LEGALITY:

_____
Mahealani M. Krafft
Deputy County Attorney

PRINCEVILLE UTILITIES COMPANY,
INC.

By: _____
Its: Manager

STATE OF HAWAII)
) SS:
COUNTY OF KAUAI)

On this _____ day of _____, 20____, in the Fifth Circuit, State of Hawai'i, before me personally appeared **Beth Tokioka**, who is personally known to me or whose identity I proved on the basis of satisfactory evidence, who being by me duly sworn or affirmed, did say that such person is the **Chairperson** for the **Board of Water Supply, County of Kaua'i** executed the **SECOND AMENDMENT TO AGREEMENT FOR WATER DATED JUNE 1, 1979** dated _____, 20____, which document consists of _____ pages at the time of notarization, as the free act and deed of such person, and if applicable in the capacity shown, having been duly authorized to execute such instrument in such capacity.

_____
Notary Public, State of Hawai'i
Name of Notary: _____ (Affix Seal)
My Commission expires: _____

STATE OF HAWAII)
) SS:
COUNTY OF KAUAI)

On this 7th day of March, 2018, before me appeared BRADLEY SUIZU, to me personally known, who, being by me duly sworn, did say that he is the Manager of PRINCEVILLE UTILITIES COMPANY, INC., a Hawaii corporation, and that the foregoing SECOND AMENDMENT TO AGREEMENT FOR WATER DATED JUNE 1, 1979 dated undated, 20____, which document consists of 3 page(s), was signed in behalf of said corporation by authority of its Board of Directors, and the said officer acknowledged said instrument to be the free act and deed of said corporation.

SHARI E. OGATA NOTARY PUBLIC No. 88-549 STATE OF HAWAII

_____
Name of Notary: Shari E. Ogata
Notary Public, Fifth Judicial Circuit,
State of Hawaii.

My commission expires: 10/05/2020

FIRST AMENDMENT TO AGREEMENT FOR WATER DATED JUNE 1, 1979

THIS FIRST AMENDMENT to the AGREEMENT for water dated June 1, 1979 is made by and between the **BOARD OF WATER SUPPLY** of the County of Kaua'i (hereinafter "Board"), and **PRINCEVILLE UTILITIES COMPANY, INC.**, a, (hereinafter "PUCI") whose Hawai'i office and mailing address is 5-3541 Kuhio Highway, Suite 221, Princeville, Hawai'i 96722-5564.

WHEREAS, an Agreement was made by and among Princeville Water System, Inc., Kaua'i County Public Improvement Corporation (hereinafter "KCPIC") and the Board of Water Supply, Department of Water, County of Kaua'i, for the sale of Princeville Water System water to the Board and the use of KCPIC pipes for transmission of said water, dated June 1 1979 (hereinafter "Agreement"); and

WHEREAS, the above referenced Agreement provided for the sale of a maximum of 50,000 gallons per day for the Board's five (5) customers on Honu Road and the County's Anini water system, which is connected to the Princeville system at the end of Wyllie Road; and

WHEREAS, KCPIC agreed to transport that water through its' distribution system; and

WHEREAS, since the date of the original agreement KCPIC and Princeville Water System, Inc., have been merged into PUCI, which is a regulated entity and operates under a tariff approved by the Hawai'i Public Utilities commission; and

WHEREAS, PUCI and the Board desire to amend the agreement to reflect changes that have occurred since the agreement and to account for additional customers and uses that the parties have mutually agreed to.

NOW THEREFORE, the Board and PUCI, in consideration of the mutual promises hereinafter set forth, hereby agree as follows:

A. Any reference to KCPIC or Princeville Water System, Inc., shall now be referenced as PUCI.

B. The amount of water provided by PUCI to the Board under Paragraph 2 (Page 2) of the Agreement shall be increased by such amounts as are necessary to provide for the potable needs and the fire flow needs of the following properties:

   1. Twenty (20) farm dwelling units on the nine (9) lots in Subdivision S-2013-08,

being a subdivision of Lot 2-A-2, identified by Kaua'i Tax Map Key No. (4) 5-3-006:025.

2. One (1) single family dwelling unit on Lot 4-A (por.), Hanalei, Kaua'i, Hawai'i, Kaua'i Tax Map Key No. (4) 5-4-004:032 (Owner: Richard Carlson, Trustee).

C. PUCI will allow the Board to use the PUCI system as an emergency back-up system for the Board's Maka Ridge (Hanalei) system. The Board shall be allowed to install facilities within Honu Road/Hanalei Plantation Road connecting the two systems.

D. Pursuant to PUCI tariff, PUCI will allocate additional water resources as follows:

1. Lot 4-A will receive 750 gallons per day, plus fire flow needs.
2. Nine-lot Anini Subdivision will receive 750 gallons per day per unit, up to twenty (20) units, plus fire flow needs. As used herein, fire flow needs refers to water that is not counted towards the maximum daily water allocation set forth herein.
3. Maka Ridge system backup service upon request by KDOW but subject to available capacity in PUCI's sole discretion.

E. PUCI, therefore, is permitting an additional allocation, by way of this Amendment to the Agreement, of a maximum of 15,750 gallons per day, plus fire flow needs, making the new amended total allocation at 65,750 gallons per day. As used in this First Amendment, fire flow needs refers to water that is not counted towards the maximum daily water allocation set forth herein.

1. Pursuant to PUCI's tariff, a Contribution in Aid of Construction fee (CIAC) is collectable for each additional lot or dwelling unit.
    i. PUCI has already collected a fee for one unit for Lot 4-A and will deal directly with Princeville Prince Golf Course (PPGC) for the remaining Anini Subdivision Units
    ii. PPGC has already paid the Board's Facilities Reserve Charge (FRC) in the total amount of $41,400, thus the Board agrees to reimburse the total amount of $41,400 to PUCI.
    iii. The owner of the tenth Anini Subdivision Unit shall pay the FRC for the owner's unit at the time of installation or as required by the Board.

This Amendment to the Agreement is effective upon execution by the parties involved and is subject to additional modifications by mutual agreement.

IN WITNESS WHEREOF, the Parties have made and executed this First Amendment to the Agreement as of this 31st day of December, 2013.

APPROVED:

Acting Manager and Chief Engineer

BOARD OF WATER SUPPLY
of the County of Kaua'i

By: _____
Its: Chairperson

APPROVED AS TO FORM
AND LEGALITY:

Deputy County Attorney

PRINCEVILLE UTILITIES COMPANY, INC.

By _____
Its Exec / MGR

By _____
Its

STATE OF HAWAI'I)
) ss.
COUNTY OF KAUA'I)

On this 31st day of December, 2013, before me appeared Randall Nishimura to me personally known, who being by me duly sworn, and that said officer is the Chairperson of the BOARD OF WATER SUPPLY, COUNTY OF KAUA'I, and that the foregoing instrument was signed on behalf of said Board with authority of said Board, and that said officer acknowledged the instrument to be the free act and deed of said Board, and that said Board has no corporate seal.

Doc. Date: Not dated. # Pages: 5
Debra V. Calaycay Fifth Circuit
Doc. Description First Amendment to Agreement for Water Dated June 1, 1979

Debra V. Calaycay 12/31/13
Notary Signature Date
NOTARY CERTIFICATION

Debra V. Calaycay
Notary Public, State of Hawai'i

Name of Notary: Debra V. Calaycay

My commission expires: 10/10/2015

DEBRA V. CALAYCAY NOTARY 95-423 PUBLIC STATE OF HAWAII

STATE OF Hawaii)
) ss.
COUNTY OF Kauai)

On this 3 day of JANUARY, 2014, before me appeared MICHAEL LOO and N/A, to me personally known, who, being by me duly sworn, did say they are the SEC/MGR and N/A of PRINCEVILLE UTILITIES COMPANY, INC., a HAWAII corporation; that the seal affixed to the foregoing instrument is the seal of said corporation; that said instrument was signed and sealed on behalf of said corporation by authority of its Board of Directors; and N/A and N/A acknowledged said instrument to be the free act and deed of said corporation.

Frank R. Turoni's
Notary Public, State of Hawai'i

Name of Notary: Frank R Turoni's

My commission expires: 12/28/15

FRANK R. TURONI'S NOTARY PUBLIC No. 03-764 STATE OF HAWAII

STATE OF HAWAII

} SS

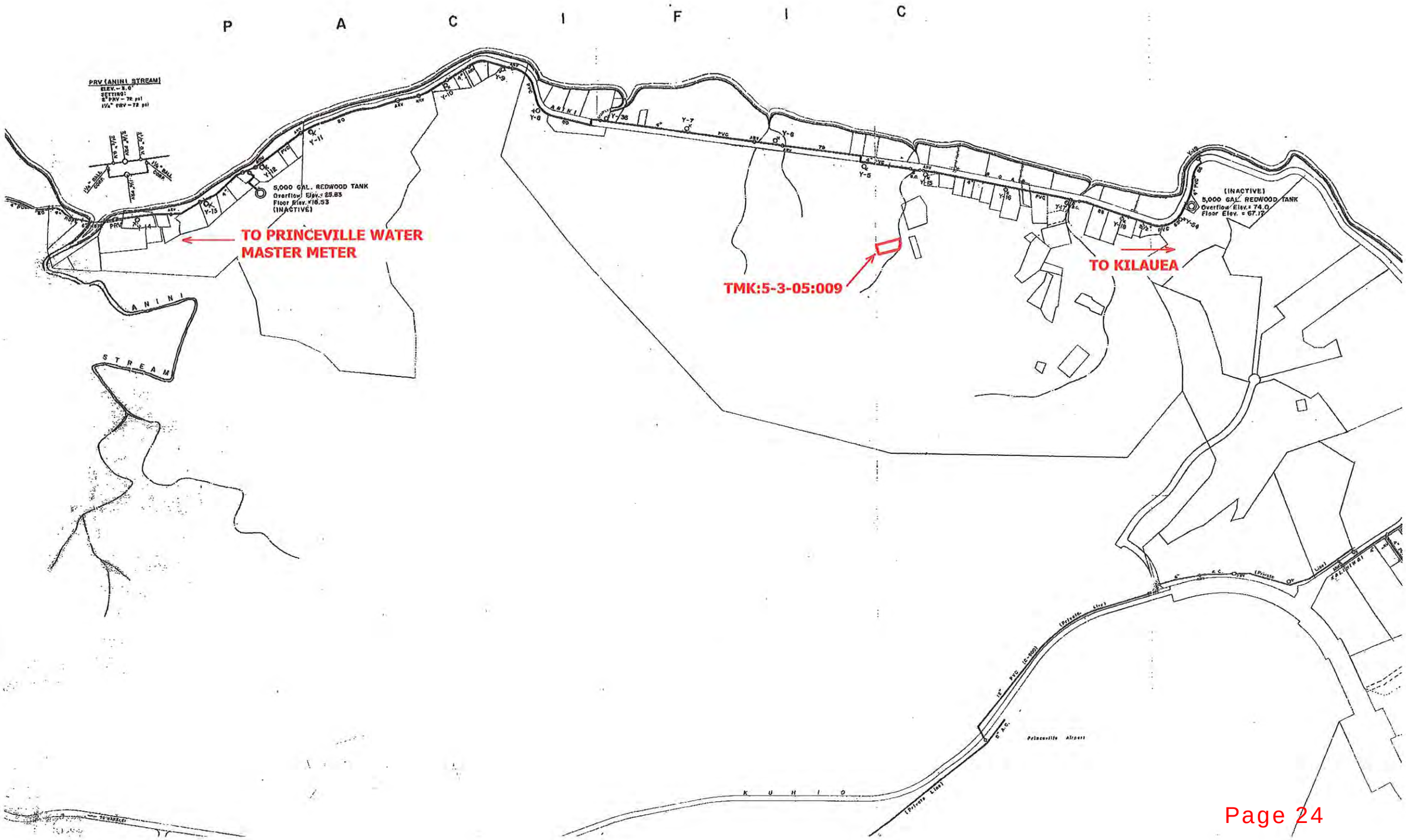
COUNTY OF KAUAI

On this 3 day of JANUARY, 2014, in the 5th Circuit, State of Hawaii, before me personally appeared MICHAEL LOO and N/A to me personally known (or proved to be on the basis of satisfactory evidence), who, being dully sworn or affirmed, did say that such person (s) executed the foregoing instrument identified or described as FIRST AMENDMENT TO AGREEMENT FOR WATER DATED... as the free act and deed of such person (s), and if applicable, in the capacity shown, having been duly authorized to execute such instrument in such capacity. The foregoing instrument is dated JAN. 3 2014 and contained 3 pages at the time of this acknowledgement/certification.

FRANK R. TURONIS
NOTARY PUBLIC
No. 03-764
STATE OF HAWAII

FRANK R TURONIS

Notary Public
Fifth Judicial Circuit
State of Hawaii
My Commission Expires 12/28/2015
My Commission No. 03-764


P A C I F I C
PRV (ANINI STREAM)
ELEV. = 3.0'
SETTING:
6" PRV = 72 psi
1½" PRV = 72 psi
5,000 GAL. REDWOOD TANK
Overflow Elev.= 25.83
Floor Elev.=16.53
(INACTIVE)
TO PRINCEVILLE WATER MASTER METER
ANINI
STREAM
TMK:5-3-05:009
TO KILAUEA
(INACTIVE)
5,000 GAL. REDWOOD TANK
Overflow Elev.= 74.0
Floor Elev. = 67.17
K U H I O
Princeville Airport

Department of Water County of Kaua'i

MAILED
MAR 16 2015

Water has no substitute.....Conserve it

LOGGED

COPIES TO:
FILE, JB, Rdng

March 12, 2015

UID #5163

Mr. Kevyn Paik
3727F Anini Road
Kilauea, HI 96754

Dear Mr. Paik:

Subject: Water Meter Service Request: Conditions for Building Permit Approval for a Proposed Additional Dwelling Unit (One Existing Dwelling, One Existing 5/8-Inch Water Meter) to TMK: 5-3-05:009, Anini Road, Anini, Kauai

This is in regard to the letter from Mr. Sean Combs about your proposed ADU received on November 19, 2014 and his conversation with Mr. Joel Bautista of my staff on January 6, 2015.

The applicant is made aware that at the present time, the source facilities for this area are operating at capacity. The Department of Water (DOW) is limiting water meter service to one 5/8-inch water meter or one single family dwelling per lot of record until additional source facilities for this area are available.

Prior to the DOW recommending building permit approval for the proposed ADU, the applicant must:

1. Amend the 1979 Agreement between Princeville Utilities Company, Inc. (PUCI) and the DOW to add one more 5/8-inch water meter for residential use.
2. Pay the applicable charges in effect at the time payment is made to PUCI. At the present time, these charges include but are not limited to the PUCI Contribution-in-Aid-of-Construction Charge (CIAC). Payment of the required amount shall be made directly to PUCI and not the DOW. The applicant shall submit satisfactory evidence to the DOW that the applicant has paid the required amount.

All conditions stated above are subject to the Rules and Regulations of DOW as amended or as will be amended.

If you have any questions, please contact Mr. Joel Bautista at (808) 245-5441.

Sincerely,

Edward Doi

Edward Doi
Water Resources and Planning Division

5-3-05-009, T-16645, Paik/JB:loo

4398 Pua Loke St., P.O. Box 1706, Lihue, HI 96766 Phone: 808-245-5400
Engineering and Fiscal Fax: 808-245-5813, Operations Fax: 808-245-5402, Administration Fax: 808-246-8628

Mr. Kevyn Paik
Subject: Water Meter Service Request: Conditions for Building Permit Approval for a Proposed Additional Dwelling Unit (One Existing Dwelling, One Existing 5/8-Inch Water Meter) to TMK: 5-3-05:009, Anini Road, Anini, Kauai
March 12, 2015

DOW NOTES ONLY:

- Sean Combs stated that PUCI will submit an amendment to the water agreement just for Mr. Paik's lot OR they will do an entirely new water agreement with the DOW for a proposed waterline is installed that will allow more development to the area.
- WRP (J.B.) stated to Sean Combs that 750 gpd was an acceptable allocation amount for the ADU.
- One existing dwelling, one non-permitted ADU (shed illegally converted to dwelling).
- DOW records indicate there is no approved building permit for the existing ADU on TMK: 5-3-05:009.

T-16645

Princeville Utilities Company, Inc.

14 NOV 19 A9:13

DEPT. OF WATER
COUNTY OF KAUAI

Assigned to: Eddie
Copies to:
Date: NOV 19 2014

November 3, 2014

Mr. Kirk Saiki
Acting Manager and Chief Engineer
Department of Water
P.O. Box 1706
Lihue, HI 96766

Subject: Water Service for Kevyn Paik ADU, Anini Beach

TMK: 5-3-05: 009 ?

Dear Kirk,

We have been in discussion with Eddie Doi in your office regarding water service for an ADU for Kevyn Paik in Anini. It is our understanding that the DOW will provide water service for his lot if the water agreement between PUCI and DOW is amended to provide the additional capacity necessary. This letter is to confirm that PUCI is willing to do this based on our earlier discussions regarding payment of CIAC fees. (Fees Waived)

Please let us know what additional flow allotment will be required by your Department and any other issues that may need to be addressed.

Sincerely,

Sean Combs
Asset Manager

5-3541 Kuhio Highway, Suite 221 Princeville, Hawaii 96722 • Telephone: 808-826-6100 •Fax: 808-827-8019

DEPARTMENT OF WATER

County of Kaua'i

"Water has no Substitute – Conserve It!"

MANAGER'S REPORT 18-99

March 23, 2018

Re: Board Discussion on the Assistant Chief of Operations Participation on the Board of the Hawaii Rural Water Association

RECOMMENDATION: Board discussion and approval is requested for the DOW's Assistant Chief of Operations to be considered as a candidate for the Hawaii Rural Water Association Board of Directors.

FUNDING: N/A

BACKGROUND: The Hawaii Rural Water Association is a chapter under the National Rural Water Association primarily focusing on rural areas since December of 2010.

The DOW's Assistant Chief of Operations, Ryan Smith participated in the Hawaii Rural Water Association (HWRA) Board Meeting on March 1, 2018.

With conversations between the DOW's previous Managers and the Mayor, it was recommended that the DOW continue representation on the HWRA Board. As such, Kirk Saiki is no longer an employee of the DOW and the DOW wishes to continue as an active member of the HRWA. The DOW requests that the Board consider Ryan Smith as a candidate to represent Kaua'i on HRWA's Board. The HRWA Board members are comprised of a representative from all County Water Departments and three private representatives.

The HRWA has requested participation from the DOW to continue and could involve some time.

As a member of the HRWA Board of Directors the DOW will benefit from the following:

1. Direct input to training and technical assistance programs;
2. Direct input of programs, services and products;
3. Target the available resources that are best for your county;
4. Provide added leadership to the utility industry in Hawai'i;
5. Impact the National Agenda for water and wastewater industry;
6. Input on a national level in ensuring resources and directing water policy in Washington, D.C.;
7. Systems that participate with HRWA will benefit from thousands of dollars' worth of savings not only through operator certification and continuing education courses both through onsite technical assistance and services provided through our contracts. These services are provided free of charge to the utility systems.

MJA/ein

Mgrrp/ Board Discussion on the Assistant Chief of Operations Participation on the Board of the Hawaii Rural Water Association (03-23-18):ein

MANAGER'S REPORT No. 18-100

March 23, 2017

Re: Discussion and Possible Action for the Board of Water Supply to enter into Utility Agreement No. 2257 with the State of Hawai`i in association with the State Department of Transportation's upcoming Hanapēpē River Bridge, Kaumualiʻi Highway, Route 50, HI STP SR50 (1) Project, Hanapēpē, Kaua'i Hawai'i in the amount of $194,070.00

RECOMMENDATION:

It is recommended that the Board enter into Utility Agreement (UA) No. 2257 with the State in the amount of $194,070.00 and allow an additional $9,700.00 in contingency funds, if needed.

Further, Board approval is specifically requested of the indemnification provision in this agreement; wherein, the Board agrees to:

1. *"…indemnify and hold harmless the State from any and all liabilities which may arise from the County's (*County of Kaua`i, Department of Water*) acts or omissions relating to such pipelines and facilities.*
2. *"The COUNTY and the STATE shall not be responsible nor liable for any injury, death or damage arising or growing out of the acts or omissions of the other party in their performance of the work covered by this Agreement."*

FUNDING:

FRC/Capital Outlay Account No. 20-21-00-605-000

Funds Approved in 2017-2018 Budget		$315,000.00
Utility Agreement Amount	$194,070.00	
Contingency (approximately 5%)	$ 9,700.00	
Total Funds for UA No. 2257		$203,770.00
Remaining budget balance		$111,230.00

BACKGROUND:

The State of Hawaiʻi Department of Transportation's (DOT's) proposed Hanapēpē River Bridge, Kaumualiʻi Highway, Route 50, HI STP SR50 (1) Project ("project") will replace the existing Hanapēpē River Bridge located along Kaumualiʻi Highway (Route 50), at approximately Milepost 16.57 where the highway crosses the Hanapēpē River near Hanapēpē Bay. The purpose and need for the project is to replace the existing Hanapēpē River Bridge to amend structurally deficient conditions, narrow roadway widths, limited load capacity, substandard bridge railings, and adverse effects from hydraulic scour. The project is being funded and delivered by Central Federal Lands (CFL), a division of the Federal Highways Administration (FHWA).

The Department of Water (DOW) currently operates and maintains a 12-inch ductile iron water main which is hung on the makai side of the existing Hanapēpē River Bridge for approximately 300 linear feet. The State DOT is requiring that the DOW enter into a UA for the new (replacement) 12-inch ductile iron

water main that will be installed as a part of the project. However, the design of the new bridge will locate the new (replacement) 12-inch water main underneath the new bridge deck, through the bridge girders. Therefore, the DOW will have very limited access to the new water main under the bridge, and any repairs that would be needed to the water main located under the bridge could be time consuming and cause extended water service delays.

To mitigate this potential problem, the DOW first proposed that the State DOT locate (hang) the new water main along the outside of the new bridge, similar to the existing water main's location along the existing Hanapēpē River Bridge. The State DOT and CFL-FHWA rejected this proposal, and indicated that the proposal to hang the new main on the outside of the bridge would require a re-design of the bridge and would delay the project's completion beyond what was considered acceptable. The DOW then provided an alternative to hanging the new water main along the outside of the new bridge, by suggesting that the design provide two 12-inch water mains underneath the new bridge. The intention of this alternative is to provide a completely redundant, or "back-up" 12-inch water main, so that in the event that one of the two water mains needs repair, the other water main will maintain service. This alternative provides greater reliability for the DOW's system and would accommodate the State DOT's and CFL-FHWA's schedule.

The State DOT and CFL-FHWA are agreeable to providing a second, redundant 12-inch water main underneath the new Hanapēpē River Bridge as a part of the project. The State DOT is requiring that the DOW pay for the second 12-inch water main as a "betterment" cost. The DOW has an approved budget of $315,000 to fund UA No. 2257. The betterment cost was originally estimated by the DOT at $300,000.00, therefore the DOW budgeted $315,000 for the UA in the current budget (which was calculated by adding 5% contingency to the estimate of $300,000).

In February 2018, a revised estimated betterment cost of $194,070.00 was submitted to the Department. The UA terms state that the DOW will be responsible for the actual costs (of the betterment work). If the actual cost is higher than the estimated amount, the DOW will need to pay the difference between the cost and the estimated amount. Conversely, if the actual cost is less, the DOW will only reimburse the actual cost. There is adequate funding for UA No. 2257, based on the engineer's February 2018 revised construction estimate of $194,070.00. The DOW is requesting that the Board allow the DOW to expend a total of $203,770.00 (which is the estimated cost plus approximately 5% contingency) for UA No. 2257.

The State has indicated that their Hanapēpē River Bridge project has Federal funding and that they have a deadline to utilize the funding and need the UA to be completed soon or they may lose Federal funding for their project.

Item no. 4 of UA No. 2257 states, "The removal and relocation of the existing facilities and/or installation of new facilities shall be in accordance with those certain plans and drawings dated September, 2017, prepared by the STATE and approved by the COUNTY which are on file in the Highways Division, Department of Transportation, State of Hawai'i." However, the plans were not approved by the DOW in September, 2017 as stated in UA No. 2257. The DOT conveyed that they cannot change the September, 2017 date in this UA. However, the DOT and CFL are agreeable to DOW indicating in its approval letter for the project that approval is subject to include all updates to the plans and specifications that have been made since 2017. The updates are to be added to the construction required for the project as a contract modification. The estimated betterment cost includes allowances for updates made to the plans and specifications after September 2017.

For purposes of the options analysis, the intent is to install a redundant 12-inch water main across the bridge. If the redundant water main is not installed, the UA can be completed without any betterment cost to the DOW.

OPTIONS:

Option 1: **Enter into Utility Agreement No. 2257 with the State of Hawai`i and approve the expenditure of up to $203,773.00.**

Pros: This will allow the DOT to complete their project and install a redundant 12-inch water line across the Hanapēpē River Bridge.

Cons: The DOW will be responsible for the cost of the second, redundant 12-inch water main, which is estimated to cost $194,070.00. The actual cost is not known at this time.

Option 2: **Do not enter into Utility Agreement No. 2257 with the State of Hawai`i and expenditure of $203,773.00.**

Pros: The DOW will not be responsible to fund the second, redundant 12-inch water main, which will be installed underneath the new Hanapēpē River Bridge, which is estimated to cost $194,070.00. The actual cost is not known at this time.

Cons: The DOT will not install the redundant 12-inch water main. The DOW will be at risk in the event that the new 12-inch water main is in need of repairs, due to the challenging location of the new water main. It is unknown how the DOW would be able to make repairs to the water main in this location, and water service could be disrupted for a substantial period of time while repairs are evaluated and then being made. It is likely that the DOW would need to hire a contractor to make any repairs needed to the new water main at this location.

KA/ein

Attachments: Proposed Utility Agreement No. 2257with State DOT (reference)
State DOT Construction Cost Estimate for 2nd (Redundant) 12-inch Water Main

Mgrrp/March 2018/18-100/Discussion and Possible Action for the Board of Water Supply to enter into Utility Agreement No. 2257 with the State of Hawai`i in association with the State Department of Transportation's upcoming Hanapēpē River Bridge, Kaumualiʻi Highway, Route 50, HI STP SR50 (1) Project, Hanapēpē, Kaua'i Hawai'i in the amount of $194,070.00 (3-23-18):ein

DOT 4-204-C
(HWY-RL 7/2007)

UTILITY AGREEMENT NO. 2257

THIS AGREEMENT, made this_____ day of _____, 20___, by and between the STATE OF HAWAII, hereinafter called the "STATE", and **County of Kauai, Department of Water** _____, hereinafter called the "COUNTY",

WITNESSETH THAT:

WHEREAS, the STATE has scheduled the construction of the **Hanapepe River Bridge, Kaumualii Highway, Route 50, HI STP SR50 (1)** _____, hereinafter referred to as the "Highway Project", and

WHEREAS, the Highway Project will affect the facilities of the COUNTY which will necessitate the removal and relocation of said facilities and/or the installation of new facilities,

NOW, THEREFORE, in consideration of the foregoing premises, it is mutually agreed by the parties hereto that the removal and relocation of the existing facilities and/or the installation of new facilities as a result of the Highway Project shall be paid for by the STATE and performed in accordance with the following terms and conditions:

1. The COUNTY shall comply with the provisions of Exhibit A (Revised), which is attached hereto and made a part hereof, regarding the basis of payment, work procedures, retention of records, etc.

2. The scope of work and the total estimated cost for the removal and relocation of the existing facilities and/or

installation of new facilities is the sum of $ 415,230.00 , which scope and estimate, consisting of 3 page(s), are attached hereto as Utility Cost Estimate No. 2257 and made a part hereof.

3. Based on the estimated cost of $ 415,230.00 , the STATE's share is estimated to be $ 260,560.00 . The actual amount of the STATE's share in the cost of removal and relocation of the existing facilities and/or installation of new facilities will be determined in accordance with the procedures set forth on page 1 of said Utility Cost Estimate and will be based on the actual costs incurred by the parties hereto in removing and relocating the existing facilities and/or installing new facilities of the COUNTY. Reimbursement, if any, by the appropriate party, shall be based on said actual costs.

4. The removal and relocation of the existing facilities and/or installation of new facilities shall be in accordance with those certain plans and drawings dated September , 20 17 , prepared by the STATE and approved by the COUNTY which are on file in the Highways Division, Department of Transportation, State of Hawaii.

5. The STATE shall perform or cause to be performed all of the work involved in the relocation of the facilities, except as provided for in said Utility Cost Estimate.

6. The COUNTY shall service and maintain and bear all costs of servicing and maintaining its facilities and further agrees not to perform such work from:

(a) the through traffic lanes and ramps of freeways;

(b) the through traffic lanes and ramps on other highways during peak traffic hours;

(c) the through traffic lanes and ramps of other highways during high volume hours, and

(d) the traffic lanes and ramps mentioned in (a), (b) and (c) above, except in emergencies and then only under the condition that such work shall be performed most expeditiously and with least possible interference with free flow of traffic and safe operation of highway facilities.

7. The cost of any future removal, relocation, replacement, reconstruction or adjustment of the utility facilities of the COUNTY, due to construction, reconstruction or maintenance of the highway, shall be borne by the parties hereto in accordance with Section 264-33, Hawaii Revised Statutes, but only to the extent applicable.

8. The COUNTY and the STATE shall not be responsible nor liable for any injury, death or damage arising or growing out of the acts or omissions of the other party in their performance of the work covered by this Agreement.

9. Any facilities of the COUNTY not affected or relocated under this Agreement but which are situated within the aforementioned project and shown on the aforementioned plans may remain in place upon the express condition, however, that paragraphs 6 and 7, above, shall also be applicable to said facilities.

10. When applicable, at its own expense, the COUNTY will be required to remove any of its underground facilities which it constructs, in the event the utility abandons the use of the facilities, unless the STATE consents in writing to allow abandonment in place. Notwithstanding any such consent by the STATE for abandonment in place, the COUNTY agrees to be responsible for the removal costs and any costs of clean-up and remediation for any pollution or contamination caused by the facilities, if such action becomes necessary in the future. The

COUNTY further agrees to indemnify and hold harmless, the STATE, from any and all liabilities which may arise from the COUNTY'S acts or omissions relating to such pipelines or facilities.

11. Pursuant to regulations and requirements of the Federal Highway Administration (FHWA) and Hawaii state law, the COUNTY is prohibited from assigning or subleasing any facilities that are allowed to be abandoned in place in the highway right-of-way without the express permission of, and arrangements with the STATE or unless such assignment or sublease is required by law. The COUNTY shall give the STATE ten (10) days prior written notice of any use by third parties of the COUNTY'S facilities that the COUNTY is required by law to allow. Any unauthorized use of the COUNTY's facilities by any other utility or third party is strictly prohibited.

12. This Agreement shall be binding upon the parties hereto, their successors and assigns, and expired service life is not applicable to the work to be performed hereunder because expired service life is no longer addressed in federal regulations.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed by their duly authorized officers as of the day and year first above written.

STATE OF HAWAII

By _____
Its Director of Transportation

COUNTY OF KAUAI, DEPARTMENT OF WATER

By _____
Print Name Steven Kyono, P.E.
Its Acting Manager and Chief Engineer
Department of Water, County of Kauai

By _____
Print Name Beth Tokioka
Its Chairperson
Board of Water Supply, County of Kauai

APPROVED AS TO FORM:

_____
Deputy Attorney General
State of Hawaii

APPROVED AS TO FORM AND LEGALITY:

_____
Attorney for COUNTY

BASIS OF PAYMENTS, RECORDS AND ACCOUNTS

EXHIBIT A (REVISED)

1. The cost of the relocation shall be based on the prevailing rates and/or unit prices for labor, equipment and material, plus a fixed percentage of such costs for indirect costs and overhead, at the time the relocation is commenced and in lieu of the rates indicated in the cost estimate. Such rates, unit prices and percentages shall be subject to the prior approval of the State, and shall be based on actual cost incurred by the County for the relocation of its facilities.

2. The State shall give the County N/A working days notice to proceed with its portion of the work. The County shall coordinate its work with the State's contractor and shall not unreasonably interfere with or delay the State's highway project. The County will also notify the State's project engineer N/A day(s) prior to the commencement of the relocation of said facilities by the County. The County estimates that it will complete its portion of the work within N/A working days.

3. A final statement of cost shall be submitted by the County in the same general form as the cost estimate within 90 days N/A.

4. The records and accounts of the County and its contractor, pertaining to the work performed under the terms of this Agreement, shall be retained for a period of not less than three (3) years from the date of the final payment of Federal funds to the State for said project and shall be available for inspection and audit by representatives of the Department of Transportation, State of Hawaii, and the United States Federal Highway Administration at the respective offices of the County and the contractor in Honolulu.

5. Where applicable, the terms of this Agreement, including the final statement of cost and payment thereof, shall be subject to the amended provisions of the Code of Federal Regulations 23 CFR 140, 23 CFR 645 and Section 264-33 of the Hawaii Revised Statutes, which are incorporated herein by reference and made a part of this agreement.

6. Notwithstanding any reference to said provision of the Code of Federal Regulations 23 CFR 140 and 23 CFR 645 it is expressly agreed that the State shall bear the entire cost of relocating said facilities.

7. The County's existing facilities shall remain in place until the proposed site is ready and available for installation of the new facilities.

STATE OF HAWAII
DEPARTMENT OF TRANSPORTATION
HIGHWAYS DIVISION

DOT 4-232
(HWY-RL 6/00)

UTILITY COST ESTIMATE FOR UTILITY AGREEMENT NO. 2257

Project: Hanapepe River Bridge
Kaumualii Highway, Route 50
Project No.: HI STP SR50(1)

Utility Co.: County of Kauai, Dept. of Water
Prepared by: J. Kage Date: 2/22/2017
Checked by: _____ Date: _____

UTILITY PAYMENT STANDARDS COMPARISON

		STATE STANDARDS		FEDERAL STANDARDS (FAPG Sec. 645.117)	
A.	Work/material by Project Contractor	0.00			
B.	Work/material by State and/or its Contractor	415,230.00			
C.	Total Cost of Utility Work (A+B)		415,230.00		415,230.00
D.	Less Deductions:				
	1. Depreciation	0.00		0.00	
	2. Salvage Value	0.00		0.00	
	3. Betterments	154,670.00		154,670.00	
E.	Total Deductions (D1+D2+D3)		154,670.00		154,670.00
F.	Net Cost of Relocation (C minus E)		260,560.00		260,560.00
G.	Less Cost Sharing Arrangements:				
	1. $10,000 (only if required by H.R.S. Section 264-33, e.g., privately owned facilities within the highway right-of-way)	0.00		10,000.00	
	2. Amount for Extraordinary* Items referred to in Item J	0.00		0.00	
	3. Total (G1+G2)		0.00		10,000.00
H.	Net Amount (F minus G3)		260,560.00		250,560.00
I.	State Share in Net Amount [100%]	260,560.00		125,280.00	
J.	State's Share for Extraordinary* Items which have been deleted from G2	0.00		0.00	
K.	State's Share in Total Cost of Utility Work (I+J)		260,560.00		125,280.00 (Amount for Fed Par)
L.	Utility's Share in Total Cost of Utility Work (C minus K)		154,670.00		

* Extraordinary Items are special improvements in which the State does not participate on the same basis, percentagewise. Attach a description.

ESTIMATED REIMBURSEMENT		FEDERAL SHARE
Utility Company to State (B minus K)	154,670.00	100,224.00 (K x Fed Par Rate)
project to pay (K minus B)	(154,670.00)	

MATERIAL & WORK COST BREAKDOWN

Project:	Hanapepe River Bridge	Utility	Department of Water
	Kaumualii Highway, Route 50	Engineer:	Jason Kage
Project No.:	HI STP SR50(1)	WO NO:	4040/8P00
		Date:	9/5/2017

COST DESCRIPTION	F QUANTITY OR HOURS		G BASIC RATE $	H=F*G BASIC SUB-TOTAL $	I OVER-HEAD RATE $	J=F*I OVER-HEAD SUB-TOT $	K=H+J TOTAL $
Replacement WATERLINE A Costs (w/temp)							
Water Pipes							
12-Inch Waterline, Ductile Iron CL 52	408	LF	150.00	$61,200.00	0.00	0.00	$61,200.00
Reinforced Concrete Jacket 12" WL	42	LF	250.00	$10,500.00	0.00	0.00	$10,500.00
Concrete Thrust Blocks	4	EA	1,200.00	$4,800.00	0.00	0.00	$4,800.00
Tie In (Connection to existing)	2	EA	4,000.00	$8,000.00	0.00	0.00	$8,000.00
Pipe Hangers w/ lateral supports	40	EA	250.00	$10,000.00	0.00	0.00	$10,000.00
Water System Appurtenances							
Bends and Fittings	2230	LBS	12.00	$26,760.00	0.00	0.00	$26,760.00
AC to DI sleeve connections	2	EA	750.00	$1,500.00	0.00	0.00	$1,500.00
VB for GV	2	EA	500.00	$1,000.00	0.00	0.00	$1,000.00
12" GV CL. 150	2	EA	1,500.00	$3,000.00	0.00	0.00	$3,000.00
VB for ARV	1	EA	500.00	$500.00	0.00	0.00	$500.00
1" ARV	1	EA	800.00	$800.00	0.00	0.00	$800.00
Flexible Coupling	2	EA	2,000.00	$4,000.00	0.00	0.00	$4,000.00
Sleeve w/ Restrained Couplings	4	EA	2,000.00	$8,000.00	0.00	0.00	$8,000.00
Chlorination & Testing	1	LS	10,000.00	$10,000.00	0.00	0.00	$10,000.00
Adjusted Manhole and Valve Box covers			1,000.00				
Trench Excavation at Abutments	25	CY	400.00	$10,000.00	0.00	0.00	$10,000.00
Crushed Rock	3	CY	200.00	$600.00	0.00	0.00	$600.00
Temporary for Testing							
12" DI sleeve	2	LF	800.00	$1,600.00	0.00	0.00	$1,600.00
12" Cap with 2 1/2" clean out	2	EA	2,000.00	$4,000.00	0.00	0.00	$4,000.00
Concrete block	2	EA	500.00	$1,000.00	0.00	0.00	$1,000.00
Temporary Bypass Waterline							
12-Inch Waterline, Ductile Iron CL 52	460	LF	150.00	$69,000.00	0.00	0.00	$69,000.00
Tie In (Connection to existing)	2	EA	4,000.00	$8,000.00	0.00	0.00	$8,000.00
AC to DI sleeve connections	2	EA	750.00	$1,500.00	0.00	0.00	$1,500.00
VB for GV	2	EA	500.00	$1,000.00	0.00	0.00	$1,000.00
12" GV CL. 150	2	EA	1,500.00	$3,000.00	0.00	0.00	$3,000.00
1" ARV	1	LF	800.00	$800.00	0.00	0.00	$800.00
Chlorination and Testing	1	LS	10,000.00	$10,000.00	0.00	0.00	$10,000.00
Subtotal							$ 260,560.00
Installation WATERLINE B							$ 154,670.00
Total Material & Work							$ 415,230.00

Note: Labor Overhead Costs Include the Following:

- Transportation
- General Office Expense
- Accounting Expense
- Pension, Medical Benefits, Group Insurance, Workers Comp
- Payroll Taxes
- Plant Supervision
- Equipment Costs
- Tool Expense Costs

Material Overhead Costs Include the Following:

- Minor Material Costs
- Supply Expense
- Sales Tax

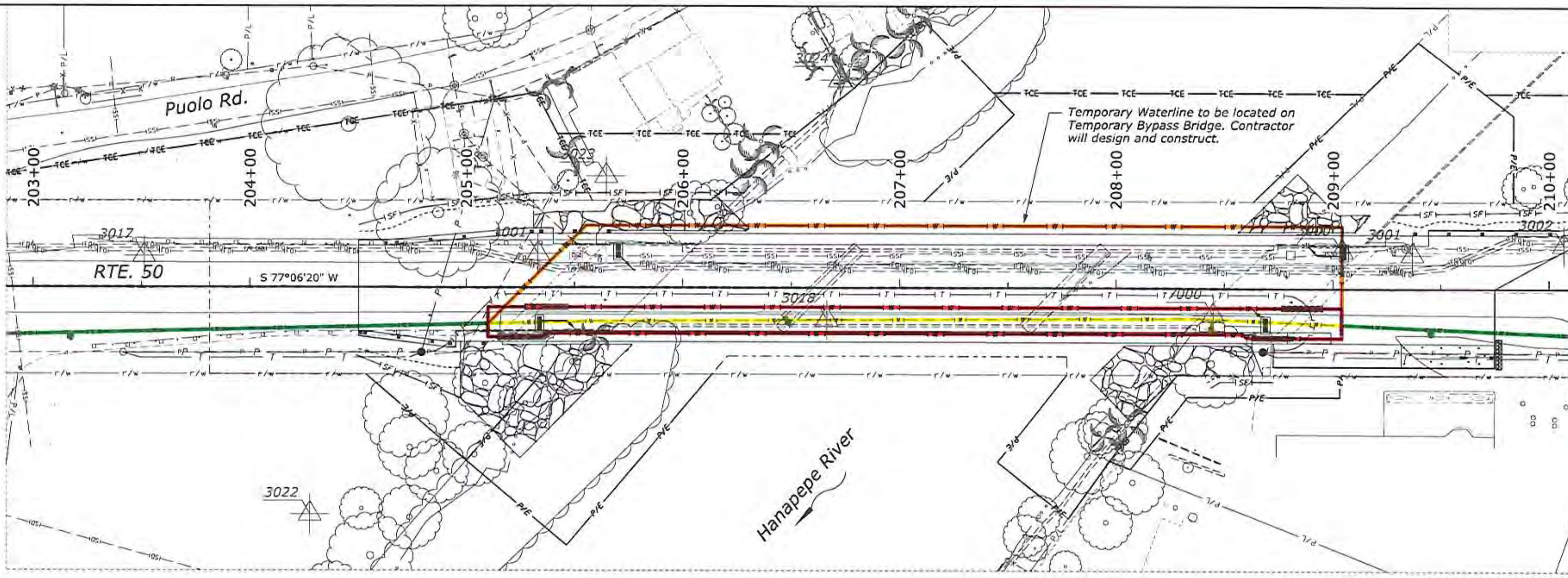
Contractor Overhead Costs Include the Following:

- Direct Support and Supervision
- Material Freight Loadings
- Benefits Distributed

BETTERMENTS

Project:	Hanapepe River Bridge	Utility	County of Kauai, Dept. of Water
	Kaumualii Highway, Route 50	Engineer:	
Project No.:	HI STP SR50(1)	WO NO:	
		Date:	2/22/2017

DESCRIPTION	F QUANTITY	F1 UNIT	G BASIC UNIT COST	H OVERHEAD UNIT COST	I TOTAL COST		BETTERMENT COST
FOR WATERLINE B - BETTERMENT							
Water Pipes							
12-Inch Waterline, Ductile Iron CL 52	410	LF	150.00	$61,500.00	0.00	0.00	$61,500.00
Reinforced Concrete Jacket 12" WL	39	LF	250.00	$9,750.00	0.00	0.00	$9,750.00
Concrete Thrust Blocks	2	EA	1,200.00	$2,400.00	0.00	0.00	$2,400.00
Tie In (Connection to existing)		EA	4,000.00	$0.00	0.00	0.00	$0.00
Pipe Hangers w/ lateral supports	40	EA	250.00	$10,000.00	0.00	0.00	$10,000.00
Water System Appurtenances							
Bends and Fittings	2210	LBS	12.00	$26,520.00	0.00	0.00	$26,520.00
AC to DI sleeve connections		EA	750.00				
VB for GV	2	EA	500.00	$1,000.00	0.00	0.00	$1,000.00
12" GV CL. 150	2	EA	1,500.00	$3,000.00	0.00	0.00	$3,000.00
VB for ARV	1	EA	500.00	$500.00	0.00	0.00	$500.00
1" ARV	1	EA	800.00	$800.00	0.00	0.00	$800.00
Flexible Coupling	2	EA	2,000.00	$4,000.00	0.00	0.00	$4,000.00
Sleeve w/ Restrained Couplings	4	EA	2,000.00	$8,000.00	0.00	0.00	$8,000.00
Chlorination & Testing	1	LS	10,000.00	$10,000.00	0.00	0.00	$10,000.00
Adjusted Manhole and Valve Box covers			1,000.00				
Trench Excavation at Abutments	25	CY	400.00	$10,000.00	0.00	0.00	$10,000.00
Crushed Rock	3	CY	200.00	$600.00	0.00	0.00	$600.00
Temporary for Testing							
12" DI sleeve	2	LF	800.00	$1,600.00	0.00	0.00	$1,600.00
12" Cap with 2 1/2" clean out	2	EA	2,000.00	$4,000.00	0.00	0.00	$4,000.00
Concrete block	2	EA	500.00	$1,000.00	0.00	0.00	$1,000.00
TOTAL BETTERMENTS							$154,670.00



UTILITY SYMBOLS

Irrigation Ditch
- Underground (Existing, Proposed)
- Surface (Existing, Proposed)

Support Pole (Existing, Proposed)
Support Pole Anchor (Existing, Proposed)
Street Light (Existing, Proposed)
Telephone Booth (Existing, Proposed) TB TB
Telephone Pedestal (Existing, Proposed) TP TP

Underground Utility (Existing, Proposed)
- CATV
- Fiber Optic
- Gas
- Oil
- Power
- Sanitary Sewer
- Telephone
- Water

Overhead Utility Line (Existing, Proposed)
- CATV
- Fiber Optic
- Power
- Telephone

COLOR CODE LEGEND

- Red: New facilities
- Green: Existing facilities to remain
- Yellow: Existing facilities to be removed, demolished, abandoned, or relocated.
- Orange: Temporary facilities to be removed after use

N

0 50' 100'
Scale in Feet

HANAPEPE BRIDGE
COLOR CODED MAP
WATERLINE
UTILITY AGREEMENT

DEPARTMENT OF WATER

County of Kaua'i

"Water has no Substitute – Conserve It!"

March 23, 2018

Re: Proposed Budget for Fiscal Year 2018-2019

RECOMMENDATION:
Board review and approval of the Department of Water ("DOW")'s Proposed FY 2018-2019 Annual Operating and New Capital Outlay Budgets.

BACKGROUND:
The DOW is a semi-autonomous agency of the County of Kauai and it operates as an enterprise fund. The operations are managed by the Manager and Chief Engineer who is appointed by the Board of Water Supply ("Board") with a Deputy Manager and seven Division Heads, each managing their respective divisions.

The DOW's proposed budget is a compilation summary of each division's programs and planned projects for the FY 2018 – 2019. It consists of the following:

I. The Operating Budget and
II. The New Capital Outlay Budget

A summary of Purchase Orders ("PO") rollovers for unexpended encumbrances such as Contracts and Purchase Orders will be submitted as a supplemental budget under separate cover after the financial closing of FY 2018 is completed.

There are three (3) Sources of Funds that are maintained separately and these are:
1. The Water Utility Fund ("WUF")
2. The Facilities Reserve Charge ("FRC")
3. The Build America Bond ("BAB")

The WUF is the general operating fund of the DOW. It is used to finance the DOW's operating expenses and various capital outlays in accordance with the budget as approved by the Board.

I. The Operating Budget

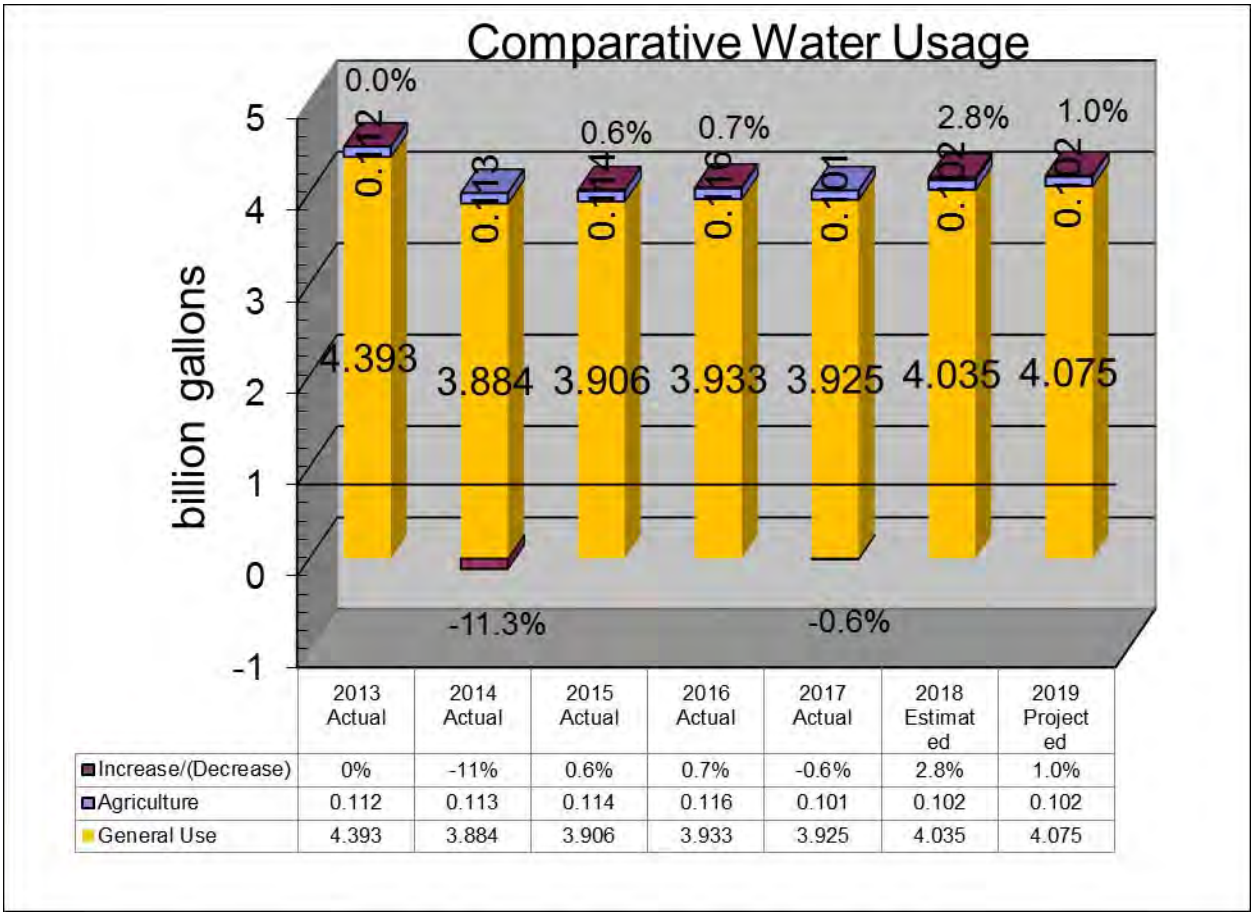
The main source of revenue is generated from water sales. Historically, the DOW provided an annual average of four billion gallons of water to over 21,000 customer accounts from single to multi-family dwellings, agricultural, commercial, government and other mixed-use accounts from the operation and maintenance of nine different water systems island wide.

The water rate charges were developed with the help of consultants who have expertise in the Water Utilities industry. The last five-year rate study for FY 2011 - 2016 was completed in 2011 with the last water rate increase effective July, 1, 2014.

The DOW is actively working with new consultants to perform another five-year water rate study. At present, the staff is re-evaluating the Capital Outlays project list and re-prioritizing the same to meet the greatest needs of the island. While the water rate study is in the final stage of completion, the department proposes NO WATER RATE INCREASE as well as NO POWER COST ADJUSTMENT for FY 2018 - 2019. This can be done because the DOW's budgeted capital outlays in the previous years were not constructed as planned. In addition, the projected revenues for FY 2018-2019 include a $6.9M in state appropriations which will be used to finance most of the DOW's planned capital projects.

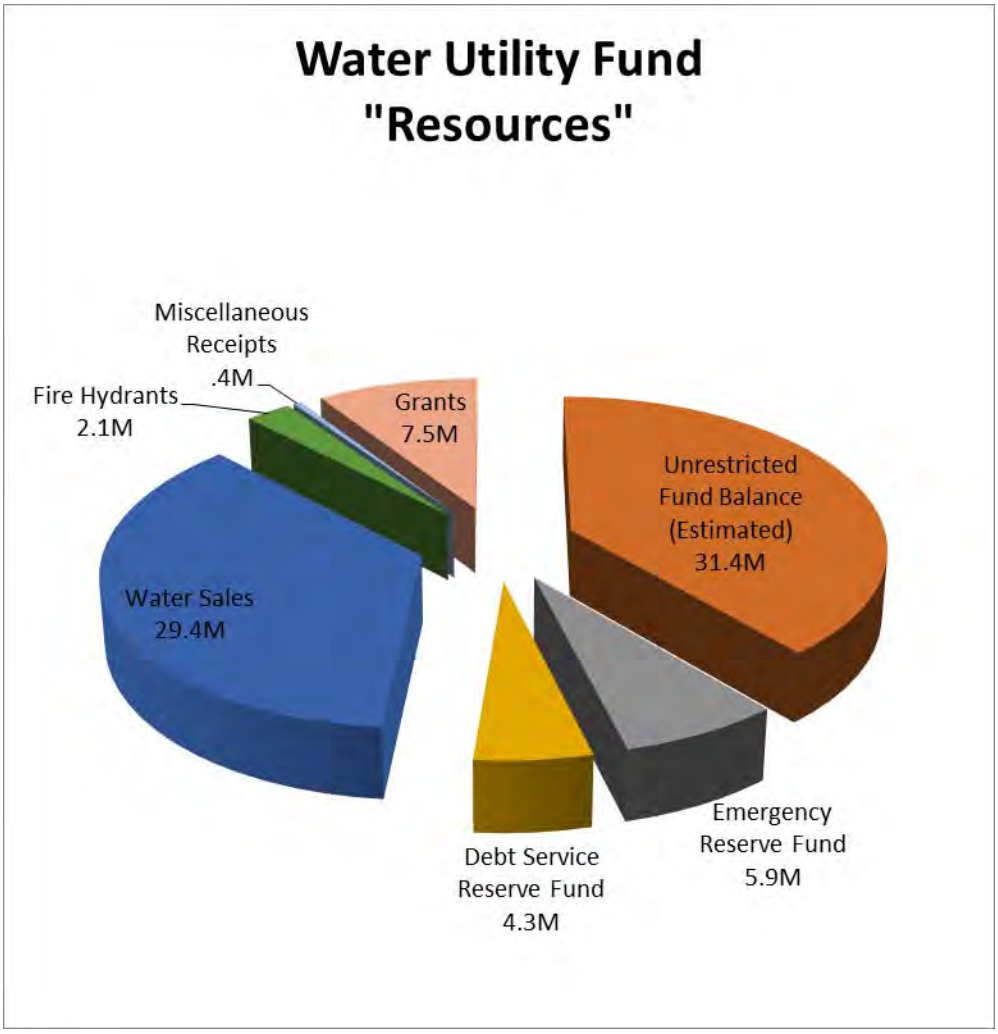
The last three fiscal years ("FY") showed a 1% (+/-) average increase and decrease in water consumption. FY 2015 & FY 2016 increased by .6% and .7% while FY 2017 decreased by .6%. Nonetheless, FY 2018 is estimated to increase by approximately 2.8% as evidenced by the year to date cumulative increase of water consumption as of February, 2018. The average of these increases and decreases is equal to 1%. This 1% increase is applied in projecting the FY 2019 water sales revenues.

The chart below is a five year illustration of the actual water consumption in billions of gallons from fiscal years ending 2013 – 2017, estimated for FY 2018 and the projected water consumption for FY 2019.



	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Estimated	2019 Projected
Increase/(Decrease)	0%	-11%	0.6%	0.7%	-0.6%	2.8%	1.0%
Agriculture	0.112	0.113	0.114	0.116	0.101	0.102	0.102
General Use	4.393	3.884	3.906	3.933	3.925	4.035	4.075

A. PROJECTED RESOURCES:



DOW Available Resources is comprised of the following:

1. Water Utility Fund Balance - $41,623,229 (estimated)

DOW's audited financial statements have an unrestricted beginning balance of $41,623,229 as of July 1, 2017. This amount consists of an Unrestricted Fund Balance of $31.4 million (M), an Emergency Reserve of $5.9M and Debt Service Reserve of $4.3M. The net estimated unrestricted beginning fund balance of $31.4M for FY 2018 -2019 will change with the actual results of the projected revenues and expenses at the end of FY 2018.

2. Operating Revenues $39,348,139 (projected)

2.1 **Water Sales - $29,354,767.** As stated earlier, the main source of DOW revenues are generated from water sales. The projected water sales accounts for 75 percent (%) of the projected revenues and receipts in FY 2019.

The water sales projection for FY 2019 is $562 thousand ("K") higher than FY 2018 budget. A one percent ("1 %") increase was applied to estimate the projected FY 2019 water sales based on the calculation sheet in the attached "Revenue" section of the proposed budget.

2.2 **Revenue from Public Fire Protection - $2,133,294**. The Revenues from Public Fire Protection at $2,133,494 is a non-cash revenue that we bill the County of Kauai for a total of 2,932 public fire hydrants and stand pipes that the DOW maintains island wide. The County does not pay the DOW for this bill but in exchange, DOW benefits from the countywide services that the County of Kauai provides to the DOW and its staff. A contra-expenditure account offsets this revenue.

2.3 **Grants - $6,869,595.** The State of Hawaii released two ("2") state appropriations to the County of Kauai for the DOW as follows: 1.) Act 119 SLH 2015 - $ 4,450,000 2.) Act 124 SLH 2016 - $2,750,000. The DOW has received $330,404 from Act 119 SLH 2015 for the design phase and the remaining balance will be used towards the construction budget. The capital outlay projects related to these grants are anticipated to go in construction in FY 2019.

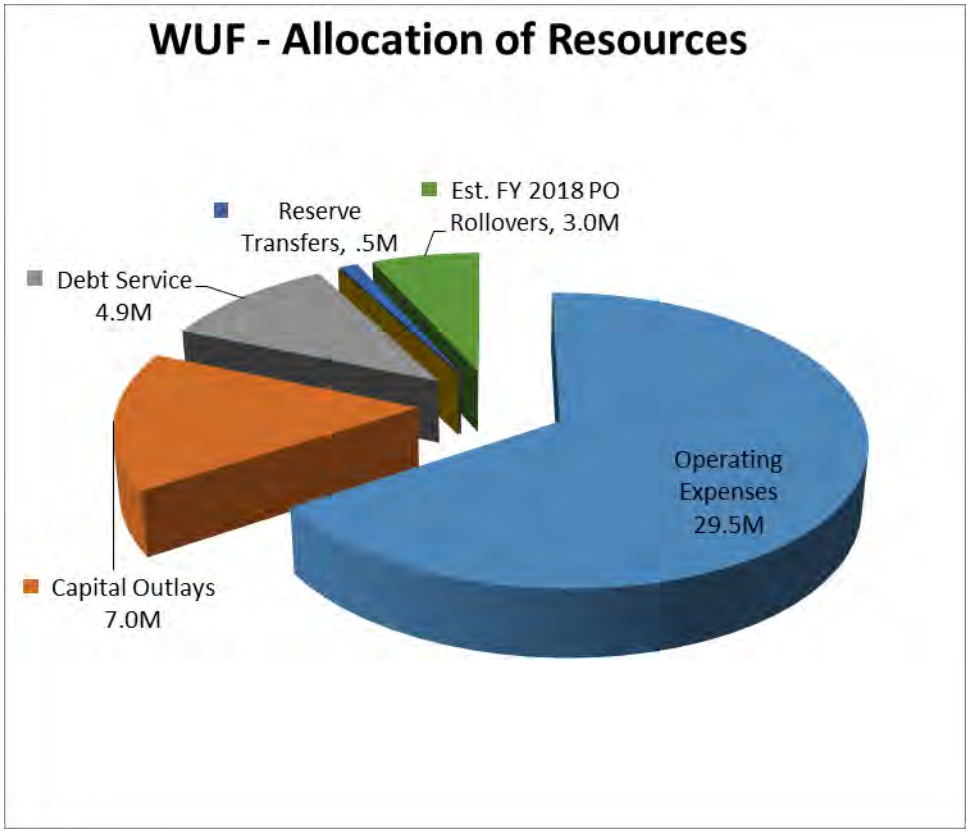
In addition to the grants, DOW will receive a BAB Subsidy of $906,403.49; $634,482 or 70 percent ("70 %") is allocated to WUF and the remaining 30 percent ("30 %") or $271,921 is allocated to the FRC fund.

2.4 **Other Revenues - $356,000**. Other water revenues of $356,000 are derived from projected installations, jobbing, interest income and gains or losses from the disposal of capital assets.

3. **Non-Revenue Cash Inflow – None.** The Department of Water does not anticipate any State Revolving Fund Loan or Bond Proceeds in FY 2019.

4. **Transfers in – WUF -None.** Transfers – In from FRC to WUF is a process to reimburse WUF the 30 percent ("30 %") debt service allocation of debt financed expansion projects. FRC Receipts are projected at $400K plus a 30% allocation of BAB subsidy of $271,921. The estimated receipts are not sufficient for the department to propose a transfer to WUF at this time.

B. ALLOCATION OF PROJECTED RESOURCES - WUF:



1. Operating Expenses - $29,523,894.00

The DOW's operating expenses are summarized by major expenditure items or similar categories for this report. An Operating Expense Summary and an Operating Expense Detail are attached for your further review, analysis and discussion thereof.

1.1 DOW's Salaries and Wages for FY 18-19 are budgeted at $7,300,598 which is an increase of $354.1K from the prior fiscal year's budget. This is equivalent to a 5.1% increase in budget from FY 2018. The average (across the board) salary increases are 3.5% and can double with step movements and within range progressions. Salaries are negotiated with the different bargaining units. The latest negotiated contracts will end at the end of FY 2019.

Included in the "Salaries & Wages" budget are twenty one (21) approved vacant positions and one (1) new position which is requested for Information Technology Section. Ten (10) of these positions are proposed to be funded at 100%, four (4) at 75%, eight (8) at 50% and one (1) at zero funding.

1.2 The DOW's FY 2019 active employee benefits budget is $3,449,971, a decrease of $322.7K or 8.55% down from FY 2018 budget. The employee benefits are comprised of the FICA employer taxes, EUTF for health plan premiums, Employee Retirement System (ERS) for pensions and Other Post-Employment Benefit ("OPEB") for retiree medical benefits.

The budget for FICA taxes increased correspondingly by 5.2% with the salaries and wages while the ERS contributions decreased by 19.18%. The decrease is due to a change in the ERS contribution rate. In FY 2018 budget, DOW used 24.75 percent (24.75%). Last fiscal year when the FY 2018 budget was drafted for board approval, the ERS had a maximum 24.75% pending bill proposal to the State legislature regarding ERS employer contributions. The state legislature approved a phased in increase of ERS contributions and the approved contribution for FY 2019 is at 19%. Health premiums are fixed amounts based on plan subscriptions and OPEB costs were budgeted at $1.01M which fully funds the Annual Required Contribution ("ARC") of DOW for DOW Retiree Health Care Plan using the actuarial valuation draft report as of July 1, 2016 provided by GRS Consultants and Actuaries.

1.3 Services, which include Professional Services, Accounting & Auditing, Other General Services, Public Relations and Miscellaneous Services totaled $5,803,841, an increase in budget of $83K or 2.22% from FY 2018 budget. Major projected expenditures under the Services category are:

1.3.1 Professional Services – General; this budget line item is increased by $83.6K as compared to FY 2018 budget. The increases are from: (1) Administration - $150K – increasing the budget from 150K to $300K for the performance audit, (2) Water Quality - $33.6K, Construction Management (CM) - $450K for As Needed CM, Fiscal – Billing, from $50K to 230K for consulting services and project management on alternative billing software and credit card payment options and Fiscal – Accounting – from $56K to $206K for Consulting Services on Financial Policies development. Total amount of $963K professional budget increase are offset by decreases in IT budget by $550K, Engineering by $180K and Operations by $150K.

1.3.2 Accounting and auditing budget – there's no significant change in budget.

1.3.3 Other services, general & billing – budget remains the same.

1.3.4 Public Relations, Procurement advertising, Communications, Freight & Postage, Rentals & Leases account for $28K increase in budget. The increase is from the following: Project Wet budget was increased by $10K, Public Relations Program was increased by $9K and a new line item for Pipe Tapping was budgeted for $8K.

1.3.5 Insurance – there's no significant change in budget.

1.4 County Service Charge at $2.13M is a non-cash expenditure where revenues from public fire hydrants are billed to the County of Kauai and the same amount is charged as a contra-expenditure for services rendered by the County to DOW.

1.5 Utility Services budget at $2.9M increased by $104K as compared to FY 2018 budget. Power and pumping costs account for the majority of the DOW's utility costs. The increase in budget is to provide allowance for possible increases in gas prices.

1.6 Repairs & Supplies, which includes Repairs & Maintenance for water systems, Repairs & Maintenance – (other than water systems), Office & Operating Supplies, Fuel and Bulk Water Purchases have a total proposed budget of $4.2M in FY 2018 - 2019, a combined increase of $612K as compared from the FY 2018 budget. These total increases are accounted as follows: IT budget for repairs and maintenance increased by $92K, SCADA Control - $150K, Operations – Inventory Stock - $250K and $150K in various Operations' operating supplies.

1.7 Human Resources budget includes Books, Publications & Memberships, Training & Development, Travel & per diem and meeting expenses for both staff and Board members. Budget for this category increased by $20K from $282K in FY 2018 budget to $302K in FY 2019.

1.8 Interest Expense- total annual interest expense for FY 2019 is $3.46M, decreased by $179K from $3.63M in FY 2018 to $3.46M in FY 2019 budget.

2. Debt Service – Principal - $4,883,749.

Annual Debt Service Requirements (DSR) equals $8.34M; $4.88M of this amount is payment for debt principal.

3. New Capital Outlay - $6,993,500.00

The Water Utility Fund – New Capital Outlay - CIP is presented separately below.

4. Reserve Transfers - $500,000 (net)

In accordance with Board Policies 26 & 27, the following are adjusted accordingly:

- Debt Service Reserve (DSR) is reduced by $100K.
- Emergency Reserve Fund (ERF) is increased by $600K.

II. New Capital Outlay – All Funds

In addition to the operating expenses, debt service and reserve transfers, the DOW has a separate capital outlay budget. Below is a detailed breakdown of the New Capital Outlay budget.

The DOW Capital Outlays are categorized as "**Expansion" or "Rehabilitation & Replacement" ("R&R").** Each project is categorized before identifying the fund sources. Each Fund Source will be selected from one or more of the following based on available resources and purposes of the fund:

1.1 Water Utility Fund (WUF)
1.2 Facility Reserve Charge (FRC) Fund
1.3 Bond Fund
1.4 State Revolving Fund (SRF)

Capital Outlay budget are categorized and funded below as follows:

1. Miscellaneous Capital Purchases
   - Expansion
   - Rehabilitation and Replacements ("R&R")

2. Capital Projects – R&R
   - Design
   - Construction

3. Capital Projects – Expansion
   - Design
   - Construction

1. **Capital Outlay / Water Utility Fund: $6,993,500.00**

1.1 Capital Outlay – Furniture, Fixtures & Equipment ("FFE") & Technology - $1,818,500

- Replacement budget of $1.29 M consists of the following:
  - IT budget for Audio replacement - $20K, computers - $98K, Asset Management Software - $317.5K and Websence appliance $ 15K
  - Operations budget for heavy equipment, pump & motor replacement - $670K
  - Administration, Water Quality & Fiscal Divisions budget for vehicle replacements - $160K
  - As Needed Construction Fees and Costs - $10K.

- New Purchases budget of $528K consists of the following:
  - IT budget for GIS viewer and mapping layers - $190K
  - Operations budget for emergency generators - $200K, P/U trucks (2) $90K, Miscellaneous tools & equipment - $38K.

1.2 Capital Outlay- Capital Improvement Projects (CIP): R&R - $5,175,000.00

- Design. R&R Project's budget for $20K is for permitting fees and costs. There is no new design project budget for FY 2019.
- Construction. R&R has two (2) proposed projects for $5,155,000. These are:
  - Paua Valley tank repair - $ 1.4M
  - Kilauea 1&2 MCC repair - $ 3.76M

1.3 Capital Outlay - CIP: Expansion – None

2. **Capital Outlay/ FRC Fund – None.**

3. **Capital Outlay / BAB Fund- None**

Thank you for your attention to these matters and we look forward to working together with you on the proposed budget.

MY:ein

Attachment: Proposed Budget Fiscal Year 2018-2019

Mgrrp/March 2018/Proposed Budget for Fiscal Year 2018-2019 (3-23-18):ein

Fund Balance Projections

	Fund Balance Projections						
	Water Utility General Fund	Water Utility Emergency Reserve	Water Utility Debt Reserve	**Facility Reserve Charge Fund	Bond Fund	State Revolving Fund	TOTAL
Beginning Balances 7/1/17	**$28,093,161**	**$5,900,000**	**$4,300,000**	**$1,386,729**	**$15,096,524**	**$0**	**$54,776,414**
Fund Balance Restricted for Unexpended Prior Year (FY2017) Encumbrances	$3,330,068	$0	$0	$415,535	$1,236,533	$0	**$4,982,136**
Estimated Change in Fund Balances 6/30/18		$0	$0				**$0**
Estimated Beginning Fund Balance - 7/1/18	**$31,423,229**	**$5,900,000**	**$4,300,000**	**$1,802,264**	**$16,333,057**	**$0**	**$59,758,550**
Revenues	$39,348,139	$0	$0	$671,921	$50,000	$0	$40,070,060
Non- Revenue Cash - Inflow	$0						**$0**
Transfers In	$0	$0	$0		$0	$0	**$0**
Transfers (Out)		$0	$0	$0	$0		**$0**
Adjusted Balance	**$70,771,368**	**$5,900,000**	**$4,300,000**	**$2,474,185**	**$16,383,057**	**$0**	**$99,828,610**
Operating Expenses	$29,523,894	$0	$0	$0	$0	$0	**$29,523,894**
Debt Principal Repayment	$4,883,749	$0	$0	$0	$0	$0	**$4,883,749**
New Capital Outlay - FFE	$1,818,500	$0	$0				$1,818,500
New Capital Outlay - CIP	$5,175,000			$0	$0	$0	**$5,175,000**
Reserve Transfers	$500,000	-$600,000	$100,000	$0	$0	$0	**$0**
Prior Year Encumbrances (Estimated)	$3,000,000	$0	$0	$300,000	$3,958,748	$0	**$7,258,748**
Supplemental Budget # 1							**$0**
Interfund Transfer							**$0**
Estimated Ending Balance - 6/30/19	**$25,870,225**	**$6,500,000**	**$4,200,000**	**$2,174,185**	**$12,424,309**	**$0**	**$51,168,719**

** FRC fund balance is not sufficient to fund the Proposed Capital Outlay - Expansion Projects. An Interfund transfer through a Manager's Report will be required in order to proceed with any of the FRC Capital Outlay - Expansion projects.

Calculation of DOW Reserves:	current budget	required balance	budget required FY 2018
EMERGENCY Reserve = 25% of Operating Expenses net of Depreciation/Amortization & Interest Expense	26,063,806.19	$6,515,952	$600,000
DSR = 50% of annual DSR budget	8,343,836.43	$4,171,918	-$100,000
			$500,000

Operating Budget

	Water Utility Fund								
	FY 2014-15 (Actual)	FY 2015-16 (Actual)	FY 2016-2017 Budget	FY 2016-2017 Actuals	FY 2017-2018 Budget	FY 2017-2018 YTD Actuals (As of 1/31/18)	FY 2018-2019 Proposed Budget	INCREASE (DECREASE)	% INC/ (DEC)
Budgeted Revenue from Operations	$32,756,288	$33,581,263	$37,175,295	$32,006,961	$36,873,079	$19,843,961	$39,348,139	$2,475,060	7%
Water Sales	$29,615,790	$29,228,109	$29,810,007	$28,445,143	$28,792,464	$17,578,506	$29,354,767	$562,303	2%
Public Fire Hydrants, Investment Income & Misc Revenues	$2,349,243	$2,670,149	$2,241,750	$2,905,022	$2,975,851	$1,913,826	$2,489,294	-$486,557	-16%
Grants	$791,256	$1,683,005	$5,123,538	$656,796	$5,104,765	$351,629	$7,504,078	$2,399,313	47%
Budgeted Operating Expenses	$20,864,536	$20,893,255	$27,003,532	$21,895,366	$28,840,486	$13,465,369	$29,523,894	$683,407	2%
Salaries (Regular & Special Wages)	$5,006,203	$5,463,282	$6,582,554	$5,738,801	$6,846,494	$3,651,712	$7,300,598	$454,104	7%
Other Operating Expenses	$15,858,333	$15,429,973	$20,420,978	$16,156,566	$21,993,992	$9,813,657	$22,223,295	$229,303	1%
Other (Sources)/ Uses	$4,390,954	$4,565,889	$6,017,296	$5,374,092	$9,940,224	$4,585,052	$11,753,344	$1,813,120	18%
Debt Service - Principal	$4,390,954	$4,565,889	$4,717,296	$4,717,296	$4,835,459	$4,233,423	$4,883,749	$48,290	1%
State Grants - Capital Outlay			$1,300,000	$656,796	$5,104,765	$351,629	$6,869,595	$1,764,830	35%
Estimated Net Proceeds from Operations (Fund Balance Transfer)	$7,500,798	$8,122,119	$4,154,467	$4,737,503	-$1,907,631	$1,793,539	-$1,929,099	-$21,468	1%

Revenue Summary

		FY 2014-2015 Actuals	FY 2015-2016 Actuals	FY 2016-2017 Budget	FY 2016-2017 Actuals	FY 2017-2018 Budget	FY 2017-2018 Actuals	FY 2018-2019 Proposed
REVENUES								
Water Utility Fund		*$32,756,288*	*$33,581,263*	**$37,175,295**	**$32,006,961**	**$36,873,079**	**$19,843,961**	**$39,348,139**
10-00-00-400-000	Water Sales	*$29,615,790*	*$29,228,109*	*$29,810,007*	*$28,445,143*	*$28,792,464*	*$17,578,506*	*$29,354,767*
10-00-00-405-000	Revenue from Public Fire Protection	*$1,991,250*	*$2,122,038*	*$1,991,250*	*$2,133,294*	*$2,122,038*	*$1,244,422*	*$2,133,294*
10-00-00-410-000	Other Water Revenue	*$248,386*	*$338,585*	*$150,000*	*$335,888*	*$250,000*	*$192,745*	*$250,000*
10-00-00-430-000	Federal Grants	*$0*	*$0*	*$0*	*$0*	*$0*	*$0*	*$0*
10-00-00-432-000	State Grants	*$103,511*	*$1,030,090*	*$4,450,000*	*$330,405*	*$4,450,000*	*$0*	*$6,869,595*
10-00-00-440-000	Capital Contributions - Cash Receipts	*$615,588*	*$635,696*	*$672,538*	*$619,529*	*$654,765*	*$351,629*	*$634,482*
10-00-00-440-010	Capital Contributions - Non - Cash Receipts	*$0*	*$0*	*$0*	*$0*	*$0*	*$0*	*$0*
10-00-00-453-000	Net Increase / Decrease in Fair Value of Investments	*$41,463*	*$15,165*	*$0*	*-$294,918*	*$0*	*$0*	*$0*
10-00-00-461-000	Investment Income	*$109,607*	*$209,526*	*$100,000*	*$417,287*	*$100,000*	*$157,741*	*$100,000*
10-00-00-470-000	Gain or Loss on Disposal of Capital Assets	*$0*	*$0*	*$500*	*$18,554*	*$5,000*	*$18,554*	*$5,000*
10-00-00-480-000	Gain or Loss from the Retirement of Debt	*$0*	*$0*	*$0*	*$0*	*$0*	*$0*	*$0*
10-00-00-490-000	Miscellaneous Revenues	*$30,694*	*$2,054*	*$1,000*	*$1,781*	*$498,813*	*$300,364*	*$1,000*
Water Utility Fund Bond and Loan Proceeds		*$0*	*$0*	**$0**	**$0**	**$0**	**$0**	**$0**
10-00-00-498-300	WU Bond Proceeds	*$0*	*$0*	*$0*	*$0*	*$0*	*$0*	*$0*
10-00-00-499-600	WU/ Loan Proceeds - SRF Loan	*$0*	*$0*	*$0*	*$0*	*$0*	*$0*	*$0*
FRC Fund		*$713,365*	*$2,154,675*	$993,981	$613,657	$680,614	$569,453	**$671,921**
20-00-00-424-000	Facility Reserve Charge	*$429,900*	*$1,882,234*	*$705,750*	*$348,145*	*$400,000*	*$418,755*	*$400,000*
20-00-00-430-000	Federal Grants	*$276,518*	*$272,441*	*$288,231*	*$265,512*	*$280,614*	*$150,698*	*$271,921*
20-00-00-453-000	Net Increase / Decrease in Fair Value of Investments	*$0*	*$0*	*$0*	*$0*	*$0*	*$0*	*$0*
20-00-00-461-000	Investment Income	*$6,947*	*$0*	*$0*	*$0*	*$0*	*$0*	*$0*
Bond Fund		*$77,253*	*$86,942*	$100,000	$60,752	$50,000	$69,463	**$35,000**
30-00-00-453-000	Net Increase / Decrease in Fair Value of Investments	*-$416,744*	*-$242,299*	*$0*	*-$229,160*	*-$24,000*	*-$85,116*	*-$30,000*
30-00-00-461-000	Investment Income (Net of custodial fees & other investment cost)	*$493,997*	*$329,241*	*$100,000*	*$289,912*	*$74,000*	*$154,579*	*$65,000*
SRF Fund		*$2,005,798*	*$0*	**$0**	**$0**	**$0**	**$0**	**$0**
60-00-00-430-000	SRF - Federal Grants	*$2,005,798*	*$0*	*$0*	*$0*	*$0*	*$0*	*$0*
60-00-00-453-000	Net Increase / Decrease in Fair Value of Investments	*$0*	*$0*	*$0*	*$0*	*$0*	*$0*	*$0*

Operating Expense Summary

		FY 2014-2015 Actuals	FY 2015-2016 Actuals	FY 2016-2017 Budget	FY 2016-2017 Actuals	FY 2017-2018 Budget	FYTD Actual Exp. - As of 1/31/18	FY 2018-2019 Proposed Budget
OPERATING EXPENSES								
Water Utility Fund		*$20,864,536*	*$20,893,255*	*$27,003,532*	*$21,895,366*	**$28,840,486**	**$13,465,369**	**$29,523,894**
510-010	Salaries & Wages (Regular & Compensated Leave)	$4,175,159	$4,665,226	$5,689,574	$4,935,361	$6,116,514	$3,206,987	$6,448,618
510-020	Temporary Assignment	$78,573	$55,974	$60,386	$41,924	$57,386	$32,289	$61,386
510-030	Overtime	$586,511	$564,122	$551,000	$579,324	$491,000	$290,711	$519,000
510-040	Standby Pay	$165,960	$177,960	$181,594	$182,192	$181,594	$121,725	$181,594
520-040	Vacation & Compensatory Time Pay out	$40,921	$0	$100,000	$0	$100,000	$0	$90,000
530-010	FICA Taxes	$345,292	$374,248	$503,565	$404,526	$531,407	$265,382	$559,261
530-020	Retirement Contributions	$740,080	$1,166,860	$1,112,793	$2,269,719	$1,708,121	$631,542	$1,380,464
530-030	Life and Health Insurance	$403,618	$437,043	$565,869	$465,933	$516,132	$294,582	$484,247
530-040	Workers Compensation	-$106,697	$0	$0	$2,954	$0	$19,745	$0
530-050	Unemployment Compensation	$15,000	$2,954	$15,000	$0	$15,000	$310	$15,000
530-060	Post Employment Benefits (OPEB)	$884,000	$914,000	$968,000	$968,000	$1,002,000	$663,244	$1,011,000
540-010	Professional Services - General	$645,584	$543,373	$2,011,548	$504,191	$3,751,800	$1,148,987	$3,835,401
540-020	Professional Services - Accounting and Auditing	$71,000	$85,284	$190,000	$58,805	$120,000	$65,900	$106,800
541-010	Other Services - General	$44,243	$46,412	$77,200	$47,367	$71,186	$25,381	$60,878
541-020	Other Services - Billing Costs	$166,885	$185,723	$255,500	$199,586	$206,658	$80,562	$206,658
542-010	Public Relations - General	$132,636	$125,772	$78,500	$62,009	$92,850	$34,809	$119,300
542-020	Procurement Advertising	$10,201	$5,747	$10,000	$10,069	$10,000	$2,202	$10,000
543-000	Communication Services	$107,486	$105,092	$126,980	$118,711	$119,680	$65,679	$120,360
544-000	Freight and Postage Services	$4,661	$4,096	$9,500	$338	$15,120	$3,528	$16,370
545-000	Rentals and Leases	$88,787	$86,273	$117,400	$114,527	$133,300	$56,061	$133,075
546-000	Insurance	$63,449	$118,972	$700,000	$69,109	$1,200,000	$18,336	$1,195,000
547-000	County Service Charge	$1,989,642	$2,122,038	$1,991,250	$2,133,294	$2,122,038	$1,066,647	$2,133,294
551-000	Utility Services	$2,964,602	$2,588,958	$3,246,000	$2,709,416	$2,773,540	$1,832,627	$2,877,540
560-000	Repairs and Maintenance - Water System	$208,798	$10,265	$366,000	$43,342	$121,000	$123,554	$221,000
561-000	Repairs and Maintenance - Other than Water System	$257,553	$210,619	$821,510	$708,299	$677,200	$169,389	$785,250
562-000	Office Supplies	$22,590	$19,396	$44,367	$13,196	$22,000	$11,183	$22,000
563-000	Operating Supplies	$923,727	$826,458	$1,098,050	$565,140	$848,050	$374,097	$1,252,050
564-000	Fuel	$111,959	$86,012	$148,750	$82,695	$115,500	$49,689	$115,500
565-000	Bulk Water Purchase	$1,573,111	$1,517,937	$1,916,826	$1,009,005	$1,800,576	$955,541	$1,800,576
570-010	Books, Publications, Subscriptions, and Memberships	$25,976	$14,526	$29,860	$23,701	$30,520	$16,666	$30,045
570-020	Books, Publications, Subscriptions, and Memberships - Boar	$444	$450	$1,500	$600	$1,025	$75	$1,025
571-010	Training and Development	$52,391	$61,895	$92,530	$74,294	$108,580	$17,377	$128,580
572-010	Travel and Per Diem	$13,218	$39,231	$79,720	$40,817	$101,340	$28,906	$92,570
572-020	Travel and Per Diem - Board	$5,226	$6,967	$20,210	$8,862	$22,530	$1,903	$17,490
573-010	Meeting Expense	$33,907	$3,286	$6,800	$2,288	$7,800	$2,691	$18,400
573-020	Meeting Expense - Board	$4,670	$3,751	$7,090	$5,680	$9,940	$1,859	$14,075
582-000	Interest Expense	$4,013,376	$3,716,337	$3,808,660	$3,440,092	$3,639,100	$1,785,201	$3,460,087

Operating Expense Summary

		FY 2014-2015 Actuals	FY 2015-2016 Actuals	FY 2016-2017 Budget	FY 2016-2017 Actuals	FY 2017-2018 Budget	FYTD Actual Exp. - As of 1/31/18	FY 2018-2019 Proposed Budget
OPERATING EXPENSES								
Water Utility Fund - Bond and Loan Proceeds and Repayment		*$4,390,954*	*$4,565,889*	*$4,717,296*	*$4,717,296*	*$4,835,459*	*$4,233,423*	*$4,883,749*
682-000	Debt Principal Repayment	*$4,390,954*	*$4,565,889*	*$4,717,296*	*$4,717,296*	*$4,835,459*	*$4,233,423*	*$4,883,749*
Water Utility Fund - Non Budgetary Operating Expenses		**$7,152,877**	**$7,107,359**	**$7,964,750**	**$7,482,384**	**$7,964,750**	**$3,792,914**	**$8,014,750**
580-000	Depreciation	$6,707,560	$6,513,305	$7,314,750	$6,821,400	$7,314,750	$3,446,622	$7,314,750
581-000	Amortization	$445,317	$594,054	$650,000	$660,984	$650,000	$346,292	$700,000
580-000	Inflows/Outflows	$0	-$41,932	$0	-$41,932	$0	-$20,966	-$41,932

Items 601, 602 and 682 are balance sheet items that are tracked as revenues and expenses for convenience during the year.

Operating Expense Detail

		FY 2014-2015 Actuals	FY 2015-2016 Actuals	FY 2016-2017 Budget	FY 2016-2017 Actuals	FY 2017-2018 Budget	FYTD Actual Exp. - As of 1/31/18)	FY 2018-2019 Proposed Budget
OPERATING EXPENSES (Detail)								
Water Utility Fund Operating Expenses		**20,864,536**	**$20,893,255**	**$27,003,532**	**$21,895,366**	**$28,840,486**	**$13,465,369**	**$29,523,894**
510-010	**Salaries and Wages (includes compensated annual leaves and comp time.)**	**4,175,159**	**$4,665,226**	**$5,689,574**	**$4,935,361**	**$6,116,514**	**$3,206,987**	**$6,448,618**
0-01-10-510-010	WU - Admin - Admin - Salaries and Wages	491,128	$586,951	$787,453	$561,707	$763,007	$335,256	$908,186
0-02-10-510-010	WU - IT - Admin - Salaries and Wages	191,111	$159,204	$159,424	$160,362	$203,117	$115,203	$245,649
0-10-40-510-010	WU - Qual - Purification - Salaries and Wages	199,766	$208,980	$213,066	$216,663	$228,655	$140,841	$233,339
0-20-10-510-010	WU - Eng - Admin - Salaries and Wages	138,847	$212,611	$288,109	$243,947	$362,260	$162,316	$306,930
0-21-10-510-010	WU - Const - Admin - Salaries and Wages	255,693	$271,672	$473,518	$344,275	$475,614	$218,668	$536,682
0-22-10-510-010	WU - Plan - Admin - Salaries and Wages	295,073	$337,425	$533,794	$425,186	$517,562	$273,544	$522,927
0-30-20-510-010	WU - Bill - Collection - Salaries and Wages	392,278	$451,905	$458,705	$461,920	$516,268	$294,135	$573,348
0-31-10-510-010	WU - Acctg - Admin - Salaries and Wages	354,883	$364,755	$478,657	$406,898	$487,057	$265,640	$503,168
0-40-30-510-010	WU - Ops - Source - Salaries and Wages	188,281	$186,095	$213,702	$248,045	$265,032	$199,905	$349,097
0-40-40-510-010	WU - Ops - Purification - Salaries and Wages	177,108	$212,103	$210,985	$185,999	$251,772	$126,842	$252,491
0-40-50-510-010	WU - Ops - PowerAndPump - Salaries and Wages	158,715	$144,478	$181,422	$164,471	$241,694	$108,278	$208,607
0-40-60-510-010	WU - Ops - TandD - Salaries and Wages	1,332,276	$1,529,047	$1,690,739	$1,515,888	$1,804,477	$966,361	$1,808,196
510-020	**Temporary Assignment**	**78,573**	**$55,974**	**$60,386**	**$41,924**	**$57,386**	**$32,289**	**$61,386**
0-01-10-510-020	WU - Admin - Admin - Temporary Assignment	1,639	$2,692	$1,000	$2,845	$1,000	$7,580	$2,000
0-02-10-510-020	WU - IT - Admin - Temporary Assignment	261	$452	$500	$1,105	$500	$32	$500
0-10-40-510-020	WU - Qual - Purification - Temporary Assignment	1,547	$1,400	$1,500	$1,415	$1,500	$698	$1,500
0-20-10-510-020	WU - Eng - Admin - Temporary Assignment	9,432	$1,531	$6,000	$4,218	$3,000	$2,957	$6,000
0-21-10-510-020	WU - Const - Admin - Temporary Assignment	-	-$3,315	$5,000	$0	$5,000	$357	$5,000
0-22-10-510-020	WU - Plan - Admin - Temporary Assignment	30,733	$17,753	$10,000	$825	$10,000	$610	$10,000
0-30-20-510-020	WU - Bill - Collection - Temporary Assignment	2,673	$3,105	$5,000	$5,227	$5,000	$2,552	$5,000
0-31-10-510-020	WU - Acctg - Admin - temporary Assignment	13,606	$8,244	$12,000	$4,383	$12,000	$2,041	$12,000
0-40-30-510-020	WU - Ops - Source - Temporary Assignment	801	$1,613	$886	$983	$886	$1,603	$886
0-40-40-510-020	WU - Ops - Purification - Temporary Assignment	376	$551	$500	$1,296	$500	$518	$500
0-40-50-510-020	WU - Ops - PowerAndPump - Temporary Assignment	2,100	$1,629	$3,000	$2,090	$3,000	$1,759	$3,000
0-40-60-510-020	WU - Ops - TandD -Temporary Assignment	15,405	$20,319	$15,000	$17,537	$15,000	$11,582	$15,000
510-030	**Overtime**	**586,511**	**$564,122**	**$551,000**	**$579,324**	**$491,000**	**$290,711**	**$519,000**
0-01-10-510-030	WU - Admin - Admin - Overtime	20,472	$23,458	$20,000	$38,214	$20,000	$14,014	$30,000
0-02-10-510-030	WU - IT - Admin - Overtime	58,522	$51,329	$50,000	$48,774	$30,000	$26,845	$30,000
0-10-40-510-030	WU - Qual - Purification - Overtime	2,976	$1,513	$4,000	$1,398	$4,000	$211	$2,000
0-20-10-510-030	WU - Eng - Admin - Overtime	25,731	$18,926	$30,000	$23,767	$25,000	$17,246	$25,000
0-21-10-510-030	WU - Const - Admin - Overtime	909	$20,270	$30,000	$14,375	$35,000	$4,653	$35,000
0-22-10-510-030	WU - Plan - Admin - Overtime	32,294	$22,801	$30,000	$9,952	$30,000	$6,790	$30,000

Operating Expense Detail

		FY 2014-2015 Actuals	FY 2015-2016 Actuals	FY 2016-2017 Budget	FY 2016-2017 Actuals	FY 2017-2018 Budget	FYTD Actual Exp. - As of 1/31/18)	FY 2018-2019 Proposed Budget
OPERATING EXPENSES (Detail)								
0-30-20-510-030	WU - Bill - Collection - Overtime	82,736	$54,803	$60,000	$62,631	$40,000	$27,043	$50,000
0-31-10-510-030	WU - Acctg - Admin - Overtime	81,160	$74,220	$70,000	$79,401	$50,000	$31,768	$60,000
0-40-30-510-030	WU - Ops - Source - Overtime	4,113	$1,404	$6,000	$5,447	$6,000	$4,989	$6,000
0-40-40-510-030	WU - Ops - Purification - Overtime	44,568	$53,859	$50,000	$40,341	$50,000	$18,412	$50,000
0-40-50-510-030	WU - Ops - PowerAndPump - Overtime	1,082	$3,117	$1,000	$11,770	$1,000	$3,848	$1,000
0-40-60-510-030	WU - Ops - TandD - Overtime	231,948	$238,422	$200,000	$243,255	$200,000	$134,891	$200,000
510-040	**Standby Pay**	**$165,960**	**$177,960**	**$181,594**	**$182,192**	**$181,594**	**$121,725**	**$181,594**
0-01-10-510-040	WU - Admin - Admin - Standby Pay	-	$45		$390	$0	$0	$0
0-40-40-510-040	WU - Ops - Purification - Standby Pay	11,678	$11,630	$11,594	$9,692	$11,594	$6,216	$11,594
0-40-50-510-040	WU - Ops - PowerAndPump - Standby Pay	-	$0	$0	$0	$0	$0	$0
0-40-60-510-040	WU - Ops - TandD - Standby Pay	154,282	$166,285	$170,000	$172,110	$170,000	$115,509	$170,000
520-040	**Vacation & Compensatory Time Payout**	**$40,921**	**$0**	**$100,000**		**$100,000**	**$0**	**$90,000**
0-01-10-520-040	WU - Admin - Admin - Vacation Payout	38,305	$0	$90,000	$0	$90,000	$0	$0
0-01-10-520-040	WU - Admin - Admin - Compensatory Time Payout	2,616	$0	$10,000	$0	$10,000	$0	$90,000
530-010	**FICA Taxes**	**$345,292**	**$374,248**	**$503,565**	**$404,526**	**$531,407**	**$265,382**	**$559,261**
0-01-10-530-010	WU - Admin - Admin - FICA	36,488	$41,736	$69,497	$42,473	$67,627	$26,318	$79,574
0-02-10-530-010	WU - IT - Admin - FICA	17,693	$14,747	$16,059	$15,046	$17,872	$10,699	$21,125
0-10-40-530-010	WU - Qual - Purification - FICA	14,950	$15,141	$16,720	$15,903	$17,913	$10,635	$18,118
0-20-10-530-010	WU - Eng - Admin - FICA	12,280	$16,999	$24,794	$19,670	$29,855	$13,710	$25,852
0-21-10-530-010	WU - Const - Admin - FICA	18,158	$19,263	$38,902	$25,930	$39,444	$16,785	$44,116
0-22-10-530-010	WU - Plan - Admin - FICA	16,758	$25,361	$43,895	$29,733	$42,653	$20,272	$43,064
0-30-20-530-010	WU - Bill - Collection - FICA	35,226	$34,909	$40,063	$37,253	$42,937	$22,915	$48,069
0-31-10-530-010	WU - Acctg - Admin - FICA	31,350	$30,371	$42,890	$34,451	$42,003	$22,080	$44,000
0-40-30-530-010	WU - Ops - Source - FICA	12,269	$11,915	$16,875	$16,976	$20,802	$14,366	$27,233
0-40-40-530-010	WU - Ops - Purification - FICA	17,008	$19,665	$20,891	$18,411	$24,011	$10,853	$24,066
0-40-50-530-010	WU - Ops - PowerAndPump - FICA	10,077	$9,366	$14,185	$12,093	$18,796	$8,161	$16,264
0-40-60-530-010	WU - Ops - TandD - FICA	123,035	$134,775.00	$158,794	$136,584.49	$167,494.99	$88,589	$167,779
530-020	**Retirement Contributions**	**$740,080**	**$1,166,860**	**$1,112,793**	**$2,269,719**	**$1,708,121**	**$631,542**	**$1,380,464**
0-01-10-530-020	WU - Admin - Admin - Retirement Contributions	45,611	$395,793	$148,195	$208,649	$207,654	$59,967	$189,085
0-02-10-530-020	WU - IT - Admin - Retirement Contributions	39,766	$34,561	$35,687	$77,652	$57,820	$25,359	$52,468
0-10-40-530-020	WU - Qual - Purification - Retirement Contributions	34,087	$35,236	$37,156	$81,033	$57,953	$25,404	$44,999
0-20-10-530-020	WU - Eng - Admin - Retirement Contributions	24,467	$35,370	$55,099	$95,413	$96,589	$30,378	$64,207
0-21-10-530-020	WU - Const - Admin - Retirement Contributions	43,184	$45,787	$86,448	$129,751	$127,615	$39,762	$109,569
0-22-10-530-020	WU - Plan - Admin - Retirement Contributions	41,316	$62,381	$97,545	$162,517	$137,997	$50,389	$106,956

Operating Expense Detail

		FY 2014-2015 Actuals	FY 2015-2016 Actuals	FY 2016-2017 Budget	FY 2016-2017 Actuals	FY 2017-2018 Budget	FYTD Actual Exp. - As of 1/31/18)	FY 2018-2019 Proposed Budget
OPERATING EXPENSES (Detail)								
0-30-20-530-020	WU - Bill - Collection - Retirement Contributions	78,028	$81,948	$89,030	$190,999	$138,914	$56,870	$119,386
0-31-10-530-020	WU - Acctg - Admin - Retirement Contributions	70,728	$71,398	$95,312	$177,864	$135,892	$51,973	$109,282
0-40-30-530-020	WU - Ops - Source - Retirement Contributions	31,969	$30,638	$37,500	$93,803	$67,300	$36,528	$67,637
0-40-40-530-020	WU - Ops - Purification - Retirement Contributions	38,042	$45,442	$46,423	$97,591	$77,682	$26,650	$59,771
0-40-50-530-020	WU - Ops - PowerAndPump - Retirement Contributions	25,607	$23,588	$31,522	$64,478	$60,809	$20,098	$40,395
0-40-60-530-020	WU - Ops - TandD - Retirement Contributions	267,275	$304,718	$352,876	$889,969	$541,895	$208,164	$416,707
530-030	**Life and Health Insurance**	**$403,618**	**$437,043**	**$565,869**	**$465,933**	**$516,132**	**$294,582**	**$484,247**
0-01-10-530-030	WU - Admin - Admin - Life and Health Insurance	34,583	$41,061	$56,487	$47,537	$57,209	$25,712	$85,347
0-02-10-530-030	WU - IT - Admin - Life and Health Insurance	14,420	$11,757	$11,634	$12,297	$16,176	$7,511	$26,713
0-10-40-530-030	WU - Qual - Purification - Life and Health Insurance	11,519	$10,617	$11,480	$10,315	$10,177	$6,305	$9,939
0-20-10-530-030	WU - Eng - Admin - Life and Health Insurance	16,192	$16,685	$25,069	$20,246	$25,080	$12,150	$31,013
0-21-10-530-030	WU - Const - Admin - Life and Health Insurance	15,365	$17,729	$27,144	$14,190	$20,072	$18,886	$34,221
0-22-10-530-030	WU - Plan - Admin - Life and Health Insurance	27,046	$41,232	$45,478	$49,590	$53,891	$31,257	$36,602
0-30-20-530-030	WU - Bill - Collection - Life and Health Insurance	36,894	$36,095	$44,424	$33,712	$37,083	$22,000	$31,952
0-31-10-530-030	WU - Acctg - Admin - Life and Health Insurance	37,835	$39,221	$49,237	$43,734	$49,071	$25,646	$35,799
0-40-30-530-030	WU - Ops - Source - Life and Health Insurance	32,296	$24,851	$33,274	$31,115	$29,444	$22,658	$29,698
0-40-40-530-030	WU - Ops - Purification - Life and Health Insurance	9,904	$12,345	$14,762	$13,189	$14,696	$7,608	$11,974
0-40-50-530-030	WU - Ops - PowerAndPump - Life and Health Insurance	21,186	$16,800	$29,093	$18,299	$21,834	$10,863	$14,477
0-40-60-530-030	WU - Ops - TandD - Life and Health Insurance	146,378	$168,650	$217,787	$171,709	$181,398	$103,986	$136,512
530-040	**Workers Compensation**	**-$106,697**	**$0**	**$0**	**$2,954**	**$0**	**$19,745**	**$0**
0-01-10-530-040	WU - Admin - Admin - Workers Compensation	(106,697)	$0		$2,954		$2,035	
0-40-30-530-040	WU - Ops - Source - Workers Compensation		*$0*		*$0*		*$618*	
0-40-40-530-040	WU - Ops - Purification - Workers Compensation		*$0*		*$0*		*$17,092*	
530-050	**Unemployment Compensation**	**$15,000**	**$2,954**	**$15,000**	**$0**	**$15,000**	**$310**	**$15,000**
0-01-10-530-050	WU - Admin - Admin - Unemployment Compensation	15,000	$2,954	$15,000	$0	$15,000	$310	$15,000
530-060	**Post-Employment Benefits (OPEB)**	**$884,000**	**$914,000**	**$968,000**	**$968,000**	**$1,002,000**	**$663,244**	**$1,011,000**
0-01-10-530-060	WU - Admin - Admin - OPEB	$103,985.78	$114,994.05	$97,166	$97,166	$124,995	$67,462	$142,383
0-02-10-530-060	WU - IT - Admin - OPEB	$40,463.64	$31,191	$35,687	$35,687	$33,274	$26,005	$38,512
0-10-40-530-060	WU - Qual - Purification - OPEB	$42,296.15	$40,943	$37,260	$37,260	$37,458	$25,350	$36,582
0-20-10-530-060	WU - Eng - Admin - OPEB	$29,397.86	$41,654	$46,200	$46,200	$59,345	$30,637	$48,120
0-21-10-530-060	WU - Const - Admin - OPEB	$54,137.49	$53,225	$60,564	$60,564	$77,915	$39,628	$84,140
0-22-10-530-060	WU - Plan - Admin -OPEB	$62,475.35	$66,108	$74,128	$74,128	$84,786	$50,487	$81,983
0-30-20-530-060	WU - Bill - Collection - OPEB	$83,056.42	$88,536	$89,537	$89,537	$84,574	$62,474	$89,888
0-31-10-530-060	WU - Acctg - Admin - OPEB	$75,138.83	$71,462	$83,277	$83,277	$79,789	$56,231	$78,885

Operating Expense Detail

		FY 2014-2015 Actuals	FY 2015-2016 Actuals	FY 2016-2017 Budget	FY 2016-2017 Actuals	FY 2017-2018 Budget	FYTD Actual Exp. - As of 1/31/18)	FY 2018-2019 Proposed Budget
OPERATING EXPENSES (Detail)								
0-40-30-530-060	WU - Ops - Source - OPEB	$39,864.45	$36,459	$42,914	$42,914	$43,417	$22,498	$54,731
0-40-40-530-060	WU - Ops - Purification - OPEB	$37,498.80	$41,555	$45,130	$45,130	$41,245	$32,731	$39,585
0-40-50-530-060	WU - Ops - PowerAndPump - OPEB	$33,604.48	$28,306	$30,286	$30,286	$39,594	$20,678	$32,705
0-40-60-530-060	WU - Ops - TandD - OPEB	$282,080.75	$299,567	$325,850	$325,850	$295,607	$229,062	$283,485
540-010	**Professional Services - General**	**645,584**	**$543,373**	**$2,011,548**	**$504,191**	**$3,751,800**	**$1,148,987**	**$3,835,401**
0-01-10-540-010	WU - Admin - Admin - Professional Services - General	2,433	$9,973	$290,800	$38,695	$215,800	$7,198	$365,800
0-02-10-540-010	WU - IT - Admin - Professional Services - General	168,675	$0	$0	$2,600	$710,000	$694,521	$160,000
0-10-40-540-010	WU - Qual - Purification - Professional Services - General	61,372	$79,673	$30,000	$7,448	$30,000	$5,610	$63,600
0-20-10-540-010	WU - Eng - Admin - Professional Services - General	173,528	$141,545	$455,011	$111,932	$605,000	$98,857	$425,000
0-21-10-540-010	WU - Const - Admin - Professional Services - General	-	$0	$200,000	$0	$50,000	$17,505	$500,000
0-22-10-540-010	WU - Plan - Admin - Professional Services - General	225,844	$250,387	$779,736	$272,638	$1,635,000	$314,125	$1,635,000
0-30-20-540-010	WU - Bill - Collection - Professional Services - General	232	$0	$0	$0	$50,000	$0	$230,000
0-31-10-540-010	WU - Acctg - Admin - Professional Services - General	13,500	$61,795	$56,000	$70,879	$56,000	$11,171	$206,000
0-40-60-540-010	WU - Ops - TandD - Professional Services - General	-	$0	$200,001	$0	$400,000	$0	$250,001
540-020	**Professional Services - Accounting and Auditing**	**71,000**	**$85,284**	**$190,000**	**$58,805**	**$120,000**	**$65,900**	**$106,800**
0-31-10-540-020	WU - Acctg - Admin - Professional Services - Accounting and Auditing	71,000	$85,284	$190,000	$58,805	$120,000	$65,900	$106,800
541-010	**Other Services**	**44,243**	**$46,412**	**$77,200**	**$47,367**	**$71,186**	**$25,381**	**$60,878**
0-01-10-541-010	WU - Admin - Admin - Other Services	8,080	$7,831	$16,300	$4,908	$5,286	$1,411	$2,178
0-30-20-541-010	WU - Bill - Collection - Other Services	10,200	$17,501	$30,100	$24,513	$35,100	$15,160	$35,100
0-31-10-541-010	WU - Acctg - Admin - Other Services	25,637	$20,581	$28,800	$16,954	$28,800	$8,534	$21,600
0-40-60-541-010	WU - Ops - TandD - Other Services	326	$499	$2,000	$993	$2,000	$276	$2,000
541-020	**Billing Costs**	**166,885**	**$185,723**	**$255,500**	**$199,586**	**$206,658**	**$80,562**	**$206,658**
0-30-20-541-020	WU - Bill - Collection - Billing Costs	166,885	$185,723	$255,500	$199,586	$206,658	$80,562	$206,658
542-010	**Public Relations - General**	**132,636**	**$125,772**	**$78,500**	**$62,009**	**$92,850**	**$34,809**	**$119,300**
0-01-10-542-010	WU - Admin - Admin - Public Relations - General	132,636	$125,772	$78,500	$62,009	$92,850	$34,809	$119,300
542-020	**Procurement Advertising**	**10,201**	**$5,747**	**$10,000**	**$10,069**	**$10,000**	**$2,202**	**$10,000**
0-01-10-542-020	WU - Admin - Admin - Procurement Advertising	10,201	$5,747	$10,000	$10,069	$10,000	$2,202	$10,000
543-000	**Communication Services**	**107,486**	**$105,092**	**$126,980**	**$118,711**	**$119,680**	**$65,679**	**$120,360**
0-01-50-543-000	WU/Admin/PowerAndPump - Communication Services	-	$0	$7,000	$0	$0	$0	$0
0-02-10-543-000	WU - IT - Admin - Communication Services	69,039	$69,786	$79,500	$82,517	$79,200	$45,065	$82,260
0-02-50-543-000	WU - IT - PowerAndPump - Communication Services	-	$0	$0	$0	$0	$0	$38,100
0-40-50-543-000	WU - Ops - PowerAndPump - Communication Services	38,447	$35,306	$40,480	$36,194	$40,480	$20,613	$0
544-000	**Freight and Postage**	**4,661**	**$4,096**	**$9,500**	**$338**	**$15,120**	**$3,528**	**$16,370**
0-01-10-544-000	WU - Admin - Admin - Freight and Postage	2,615	$2,771	$4,000	$0	$13,120	$3,293	$12,870

Operating Expense Detail

		FY 2014-2015 Actuals	FY 2015-2016 Actuals	FY 2016-2017 Budget	FY 2016-2017 Actuals	FY 2017-2018 Budget	FYTD Actual Exp. - As of 1/31/18)	FY 2018-2019 Proposed Budget
OPERATING EXPENSES (Detail)								
0-02-10-544-000	WU - IT - Admin - Freight and Postage	143	$24	$3,000	$0	$500	$0	$500
0-10-40-544-000	WU - Qual - Purification - Freight and Postage	1,903	$1,300	$2,500	$338	$1,500	$235	$3,000
545-000	**Rentals and Leases**	**88,787**	**$86,273**	**$117,400**	**$114,527**	**$133,300**	**$56,061**	**$133,075**
0-01-10-545-000	WU - Admin - Admin - Rentals and Leases	18,333	$21,666	$22,400	$20,000	$53,300	$11,667	$52,900
0-02-10-545-000	WU - IT - Admin - Rentals and Leases	29,644	$29,223	$45,000	$24,697	$30,000	$20,253	$30,175
0-40-60-545-000	WU - Ops - TandD - Rentals and Leases	40,810	$35,383	$50,000	$69,831	$50,000	$24,142	$50,000
546-000	**Insurance**	**63,449**	**$118,972**	**$700,000**	**$69,109**	**$1,200,000**	**$18,336**	**$1,195,000**
0-01-10-546-000	WU - Admin - Admin - Insurance	63,449	$118,972	$700,000	$69,109	$1,200,000	$18,336	$1,195,000
547-000	**County Service Charge**	**1,989,642**	**$2,122,038**	**$1,991,250**	**$2,133,294**	**$2,122,038**	**$1,066,647**	**$2,133,294**
0-00-10-547-000	WU - County Service Charge	1,989,642	$2,122,038	$1,991,250	$2,133,294	$2,122,038	$1,066,647	$2,133,294
551-000	**Utility Services**	**2,964,602**	**$2,588,958**	**$3,246,000**	**$2,709,416**	**$2,773,540**	**$1,832,627**	**$2,877,540**
0-01-10-551-000	WU - Admin - Admin - Utility Services	135,071	$120,176	$200,000	$146,400	$177,540	$79,391	$177,540
0-40-50-551-000	WU - Ops - PowerAndPump - Utility Services	2,829,531	$2,468,782	$3,046,000	$2,563,016	$2,596,000	$1,753,236	$2,700,000
560-000	**Repairs and Maintenance - Water System**	**208,798**	**$10,265**	**$366,000**	**$43,342**	**$121,000**	**$123,554**	**$221,000**
0-40-50-501-000	W/U - Ops - Powerand Pump - Emergency Repairs	349,346	$0	$0	$0	$0	$0	$0
0-40-50-560-000	WU - Ops - Source - Repairs and Maintenance - Water System	148,857	$0	$200,000	$8,292	$100,000	$5,730	$50,000
0-40-60-560-000	WU - Ops - TandD - Repairs and Maintenance - Water System	59,941	$10,265	$166,000	$35,050	$21,000	$117,824	$171,000
561-000	**Repairs and Maintenance - Other than Water System**	**257,553**	**$210,619**	**$821,510**	**$708,299**	**$677,200**	**$169,389**	**$785,250**
0-01-10-561-000	WU - Admin - Admin - Repairs and Maintenance - Other than Water System	14,367	$22,947	$37,200	$12,158	$32,440	$10,504	$0
0-02-10-561-000	WU - IT - Admin - Repairs and Maintenance - Other than Water System	128,227	$97,639	$571,960	$486,797	$462,760	$80,743	$555,250
0-10-40-561-000	WU - Qual - Purification - Repairs and Maintenance - Other than Water System	1,896	$1,475	$2,350	$1,464	$2,000	$1,272	$2,000
0-40-60-561-000	WU - Ops - TandD - Repairs and Maintenance - Other than Water System	113,063	$88,558	$210,000	$207,879	$180,000	$76,869	$228,000
562-000	**Office Supplies**	**22,590**	**$19,396**	**$44,367**	**$13,196**	**$22,000**	**$11,183**	**$22,000**
0-01-10-562-000	WU - Admin - Admin - Office Supplies	-	$0	$14,367	$0	$0	$0	$0
0-31-10-562-000	WU - Accounting - Admin - Office Supplies	22,590	$19,396	$30,000	$13,196	$22,000	$11,183	$22,000
563-000	**Operating Supplies**	**923,727**	**$826,458**	**$1,098,050**	**$565,140**	**$848,050**	**$374,097**	**$1,252,050**
0-01-10-563-000	WU - Admin - Admin - Operating Supplies	199	$2,701	$5,000	$1,517	$5,000	$957	$5,000
0-02-10-563-000	WU - IT - Admin - Operating Supplies	81,444	$59,461	$68,000	$66,131	$58,000	$17,831	$61,000
0-10-40-563-000	WU - Qual - Purification - Operating Supplies	13,613	$14,002	$15,000	$6,868	$15,000	$3,709	$15,000
0-20-10-563-000	WU - Eng - Admin - Operating Supplies	4	$13	$300	$115	$300	$315	$300
0-21-10-563-000	WU - Const - Admin - Operating Supplies	1,436	$2,536	$4,500	$3,230	$4,500	$1,671	$4,500
0-22-10-563-000	WU - Plan - Admin - Operating Supplies	73	$1,096	$3,250	$346	$1,250	$2,956	$1,250
0-30-20-563-000	WU - Bill - Collection - Operating Supplies	1,710	$1,214	$2,500	$2,520	$2,500	$1,179	$3,500
0-31-10-563-000	WU - Acctg - Admin - Operating Supplies	1,338	$2,270	$3,500	$2,776	$2,500	$268	$2,500

Operating Expense Detail

		FY 2014-2015 Actuals	FY 2015-2016 Actuals	FY 2016-2017 Budget	FY 2016-2017 Actuals	FY 2017-2018 Budget	FYTD Actual Exp. - As of 1/31/18)	FY 2018-2019 Proposed Budget
OPERATING EXPENSES (Detail)								
0-40-30-563-000	WU - Ops - Source - Operating Supplies	146,329	$133,429	$115,000	$38,008	$75,000	$19,517	$75,000
0-40-40-563-000	WU - Ops - Purification - Operating Supplies	33,943	$57,876	$48,000	$34,245	$48,000	$28,440	$78,000
0-40-50-563-000	WU - Ops - PowerAndPump - Operating Supplies	40,477	$102,417	$21,000	$36,568	$25,000	$16,459	$95,000
0-40-60-563-000	WU - Ops - TandD - Operating Supplies	223,300	$449,443	$151,000	$251,688	$200,000	$157,489	$250,000
0-40-50-563-010	WU - Ops - PowerAndPump - Operating Supplies - Invty. Stock	-	$0	$15,000	$1,857	$15,000	$3,649	$15,000
0-40-60-563-010	WU - Ops - TandD - Operating Supplie - Invty. Stock	379,862	$0	$646,000	$119,269	$396,000	$119,657	$646,000
564-000	**Fuel**	**111,959**	**$86,012**	**$148,750**	**$82,695**	**$115,500**	**$49,689**	**$115,500**
0-40-60-564-000	WU - Ops - TandD - Fuel	111,959	$86,012	$148,750	$82,695	$115,500	$49,689	$115,500
565-000	**Bulk Water Purchase**	**1,573,111**	**$1,517,937**	**$1,916,826**	**$1,009,005**	**$1,800,576**	**$955,541**	**$1,800,576**
0-40-30-565-000	WU - Ops - Source - Bulk Water Purchase (Reclass)	-		$0	$1,009,005	$1,800,576	$955,541	$1,800,576
0-40-60-565-000	WU - Ops - TandD - Bulk Water Purchase	1,573,111	$1,517,937	$1,916,826	$0		$0	$0
570-010	**Books, Publications, Subscriptions, and Memberships**	**25,976**	**$14,526**	**$29,860**	**$23,701**	**$30,520**	**$16,666**	**$30,045**
0-01-10-570-010	WU - Admin - Admin - Books, Publications, Subscriptions, and Memberships	23,562	$13,302	$25,550	$21,958	$26,860	$15,897	$26,685
0-02-10-570-010	WU - IT - Admin - Books, Publications, Subscriptions, and Memberships	-	$118	$500	$0	$500	$0	$500
0-10-40-570-010	WU - Qual - Purification - Books, Publications, Subscriptions, and Memberships	-	$0	$500	$0	$0	$0	$0
0-20-10-570-010	WU - Eng - Admin - Books, Publications, Subscriptions, and Memberships	-	$16	$200	$0	$200	$0	$200
0-21-10-570-010	WU - Const - Admin - Books, Publications, Subscriptions, and Memberships	2,214	$700	$1,700	$1,543	$1,850	$769	$1,550
0-30-20-570-010	WU - Bill - Collection - Books, Publications, Subscriptions, and Memberships	-	$0	$0	$0	$350	$0	$350
0-31-10-570-010	WU - Acctg - Admin - Books, Publications, Subscriptions, and Memberships	200	$390	$1,410	$200	$760	$0	$760
570-020	**Books, Publications, Subscriptions, and Memberships - Board**	**444**	**$450**	**$1,500**	**$600**	**$1,025**	**$75**	**$1,025**
0-01-10-570-020	WU - Admin - Admin - Books, Publications, Subscriptions, and Memberships - Bo	444	$450	$1,500	$600	$1,025	$75	$1,025
571-010	**Training and Development**	**52,391**	**$61,895**	**$92,530**	**$74,294**	**$108,580**	**$17,377**	**$128,580**
0-01-10-571-010	WU - Admin - Admin - Training and Development	11,358	$13,220	$21,150	$12,209	$22,200	$7,581	$46,200
0-02-10-571-010	WU - IT - Admin - Training and Development	8,142	$3,808	$12,000	$9,363	$12,000	$701	$12,000
0-10-40-571-010	WU - Qual - Purification - Training and Development	229	$0	$3,500	$0	$3,500	$0	$1,500
0-20-10-571-010	WU - Eng - Admin - Training and Development	809	$390	$1,130	$705	$1,130	$705	$1,130
0-21-10-571-010	WU - Const - Admin - Training and Development	1,300	$1,415	$6,250	$5,341	$9,250	$255	$6,250
0-22-10-571-010	WU - Plan - Admin - Training and Development	7,224	$7,066	$3,000	$14,565	$20,000	$595	$20,000
0-30-20-571-010	WU - Bill - Collection - Training and Development	868	$686	$6,000	$75	$1,000	$0	$2,000
0-31-10-571-010	WU - Acctg - Admin - Training and Development	2,034	$558	$2,000	$517	$2,000	$0	$2,000
0-40-60-571-010	WU - Ops - TandD - Training and Development	20,426	$34,752	$37,500	$31,519	$37,500	$7,540	$37,500
572-010	**Travel and Per Diem**	**13,218**	**$39,231**	**$79,720**	**$40,817**	**$101,340**	**$28,906**	**$92,570**
0-01-10-572-010	WU - Admin - Admin - Travel and Per Diem	7,166	$25,109	$38,670	$28,504	$45,390	$23,253	$38,600
0-02-10-572-010	WU - IT - Admin - Travel and Per Diem	2,273	$20	$0	$0	$0	$0	$0

Operating Expense Detail

		FY 2014-2015 Actuals	FY 2015-2016 Actuals	FY 2016-2017 Budget	FY 2016-2017 Actuals	FY 2017-2018 Budget	FYTD Actual Exp. - As of 1/31/18)	FY 2018-2019 Proposed Budget
OPERATING EXPENSES (Detail)								
0-20-10-572-010	WU - Eng - Admin - Travel and Per Diem	478	$2,575	$3,760	$20	$3,760	$2,357	$3,760
0-21-10-572-010	WU - Const - Admin - Travel and Per Diem	1,857	$0	$6,500	$213	$6,500	$0	$5,000
0-22-10-572-010	WU - Plan - Admin - Travel and Per Diem	-	$0	$7,800	$8,100	$22,300	$20	$22,300
0-30-20-572-010	WU - Bill - Collection - Travel and Per Diem	-	$0	$4,225	$0	$4,425	$0	$4,425
0-31-10-572-010	WU - Acc - Admin - Travel and Per Diem	1,444	$5,009	$4,765	$0	$4,965	$0	$4,485
0-40-60-572-010	WU - Ops - TandD - Travel and Per Diem	-	$6,518	$14,000	$3,980	$14,000	$3,276	$14,000
572-020	**Travel and Per Diem - Board**	**5,226**	**$6,967**	**$20,210**	**$8,862**	**$22,530**	**$1,903**	**$17,490**
0-01-10-572-020	WU - Admin - Admin - Travel and Per Diem - Board	5,226	$6,967	$20,210	$8,862	$22,530	$1,903	$17,490
573-010	**Meeting Expense**	**33,907**	**$3,286**	**$6,800**	**$2,288**	**$7,800**	**$2,691**	**$18,400**
0-01-10-573-010	WU - Admin - Admin - Meeting Expense	27,973	$1,090	$2,500	$2,034	$3,500	$2,691	$13,500
0-20-10-573-010	WU - Eng - Admin - Meeting Expense	-	$0	$450	$254	$450	$0	$1,050
0-21-10-573-010	WU - Const - Admin - Meeting Expense	1,640	$1,104	$3,250	$0	$3,250	$0	$3,250
0-31-10-573-010	WU - Acctg - Admin - Meeting Expense	2,169	$180	$600	$0	$600	$0	$600
0-40-60-573-010	WU - Ops - TandD - Meeting Expense	2,125	$913	$0	$0	$0	$0	$0
573-020	**Meeting Expense - Board**	**4,670**	**$3,751**	**$7,090**	**$5,680**	**$9,940**	**$1,859**	**$14,075**
0-01-10-573-020	WU - Admin - Admin - Meeting Expense - Board	4,670	$3,751	$7,090	$5,680	$9,940	$1,859	$14,075
582-000	**Interest Expense**	**4,013,376**	**$3,716,337**	**$3,808,660**	**$3,440,092**	**$3,639,100**	**$1,785,201**	**$3,460,087**
0-00-00-582-000	WU - Interest Expense	4,013,376	$3,716,337	$3,808,660	$3,440,092	$3,639,100	$1,785,201	$3,460,087
Water Utility Fund Bond and Loan Repayment		**4,390,954**	**$4,565,889**	**$4,483,163**	**$4,717,296**	**$4,835,459**	**$4,233,423**	**$4,883,749**
682-000	**Debt Principal Repayment**	**4,390,954**	**$4,565,889**	**$4,717,296**	**$4,717,296**	**$4,835,459**	**$4,233,423**	**$4,883,749**
0-00-00-682-000	WU - Debt Principal Repayment	4,390,954	$4,565,889	$4,717,296	$4,717,296	$4,835,459	$4,233,423	$4,883,749
Water Utility Fund - Non Cash Operating Expenses		**7,152,877**	**$7,065,427**	**$7,964,750**	**$7,440,452**	**$7,964,750**	**$3,771,948**	**$7,972,818**
0-00-90-580-000	WU - Depreciation - Depreciation	6,707,560	$6,513,305	$7,314,750	$6,821,400	$7,314,750	$3,446,622	$7,314,750
0-00-90-581-000	WU - Depreciation - Amortization	445,317	$594,054	$650,000	$660,984	$650,000	$346,292	$700,000
0-00-90-582-000	WU - Bond Inflows & Outflows	-	-$41,932	$0	-$41,932	$0	-$20,966	-$41,932

New Capital Outlay

		FY 2014- 2015 Actuals	FY 2015- 2016 Actuals	FY 2016- 2017 Budget	FY 2016- 2017 Actual	FY 2017- 2018 Budget	FY 2017- 2018 Additons, /Transfers In (Out), Encumbrances	Proposed Budget FY 2018- 2019	Anticipated NTPs
CAPITAL Outlay (New Appropriations)		**$296,146**	**$1,377,260**	**$2,015,855**	**$1,175,237**	**$2,174,800**	**$319,654**	**$1,818,500**	
Water Utility Fund (Misc. Capital Purchases - Replacement)		**$290,925**	**$780,622**	**$1,320,175**	**$470,491**	**$1,644,800**	**$255,398**	**$1,290,500**	
10-01-00-604-999	WU-Admin-RandR Capital Purchases	$0	**$0**	**$0**	**$0**	**$0**	**$0**	**$90,000**	
10-02-00-604-999	WU-IT-RandR Capital Purchases	$30,174	**$326,638**	**$715,175**	**$50,588**	**$711,800**	**$162,159**	**$450,500**	
10-10-40-604-999	WU-Qual-Purification-RandR Capital Purchases	$0	$0	$0	$0	$0	$0	$37,000	
10-21-00-604-999	WU-Const/Admin/Capital Purchases	**$0**	**$0**	**$10,000**	**$1,669**	**$55,000**	**$0**	**$10,000**	
10-30-00-604-999	WU-Fiscal-RandR Capital Purchases	**$0**	**$27,714**	**$0**	**$0**	**$33,000**	**$0**	**$33,000**	
10-40-00-604-999	WU-Ops-RandR Capital Purchases	**$260,751**	**$426,269**	**$595,000**	**$418,234**	**$845,000**	**$93,239**	**$670,000**	
Water Utility Fund (Misc. Capital Purchases - New)		**$5,220**	**$596,638**	**$695,680**	**$704,746**	**$530,000**	**$64,256**	**$528,000**	
10-01-00-605-999	WU-Admin-RandR Capital Purchases	$0	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	
10-02-00-605-999	WU-IT-Expansion Capital Purchases	**$0**	**$0**	**$0**	**$35,567**	**$20,000**	**$0**	**$190,000**	
10-10-40-605-999	WU-Qual-Expansion Capital Purchases	**$5,220**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	
10-21-00-605-999	WU-Const/Admin/Capital Purchases	**$0**	**$0**	**$10,000**	**$1,021**	**$10,000**	**$0**	**$10,000**	
10-30-00-605-999	WU-Fiscal-RandR Capital Purchases	**$0**	**$502,507**	**$290,680**	**$596,689**	**$0**	**$54,384**	**$0**	
10-40-00-605-999	WU-Ops-Expansion Capital Purchases	**$0**	**$94,131**	**$395,000**	**$71,469**	**$500,000**	**$9,872**	**$328,000**	
CAPITAL OUTLAY - CIP (New Appropriations)		**$0**	**$8,311,612**	**$39,396,375**	**$1,229,143**	**$15,341,853**	**$1,152,785**	**$5,175,000**	
10-20-00-604 - Water Utility Fund (Capital Outlay - Rehabilitation & Replacement- Design)		**$0**	**$97,779**	**$350,009**	**$13,994**	**$450,800**	**$269,233**	**$20,000**	
10-20-00-604-000	W/U/Eng-Permit Fees	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$20,000**	encumbered
10-20-00-604-001	WU-Eng-ALLR-KW-07 Paua Valley Tank Repair	**$0**	**$0**	**$150,000**	**$0**	**$150,000**	**$42,481**	**$0**	encumbered
10-20-00-604-006	WU-Eng-34%R-PLH-28 Hanamaulu Main (Hoohana Street)	**$0**	**$0**	**$1**	**$0**	**$0**	**$0**	**$0**	
10-20-00-604-007	WU-Eng-ALLR-WK-11a Upper Wailua Houselots Main Rpl	**$0**	**$0**	**$1**	**$0**	**$0**	**$0**	**$0**	
10-20-00-604-009	WU-Eng-ALLR-Hanapepe Stream Crossing	**$0**	**$0**	**$0**	**$0**	**$200,000**	**$0**	**$0**	June-18
10-20-00-604-013	WU-Eng-ALLR-PLH-32 Rice St Kapule Intersection	**$0**	**$0**	**$1**	**$0**	**$0**	**$0**	**$0**	
10-20-00-604-120	WU-Eng-Kilauea 1.0 MG tank (RR 10%)	**$0**	**$801**	**$0**	**$3,740**	**$0**	**$0**	**$0**	
10-20-00-604-146	WU-Eng-Hanapepe-Eleele Connecting Pipeline HE-1 and HE-10 (RR 12%)	**$0**	**$96,977**	**$0**	**$10,254**	**$0**	**$36,730**	**$0**	encumbered
10-20-00-604-147	WU-Eng-Rehabilitate Puupilo Steel tank	**$0**	**$0**	**$1**	**$0**	**$0**	**$0**	**$0**	
10-20-00-604-148	WU-Eng-Kuhio Hwy (Hardy-Oxford) 16" Main Replace (R&R 56% of $100K)	**$0**	**$0**	**$1**	**$0**	**$100,800**	**$0**	**$0**	Jun-18
10-20-00-604-149	WU-Eng-Kuhio Hwy (N. Papaloa to Waikaea Canal) Main Replace (RR 56%)	**$0**	**$0**	**$1**	**$0**	**$0**	**$0**	**$0**	
10-20-00-604-150	WU-Eng-Makanui and Kuai Road Main Replacement (RR 37%)	**$0**	**$0**	**$1**	**$0**	**$0**	**$0**	**$0**	
10-20-00-604-151	KP-14a Koloa 6" and 12" Main Replacement plus additional area (Wailani and	**$0**	**$0**	**$1**	**$0**	**$0**	**$0**	**$0**	
10-20-00-604-152	WU-Eng-Hoona, Hoone, Pane Road main replacement (RR 37%)	**$0**	**$0**	**$1**	**$0**	**$0**	**$0**	**$0**	
10-20-00-604-157	Kilauea Wells MCC rehab	**$0**	**$0**	**$200,000**	**$0**	**$0**	**$190,022**	**$0**	encumbered
Water Utility Fund (Misc. Capital Purchases - Expansion)		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	
10-20-00-605-017	18" Cane Haul Road Main								
10-20-00-605-xxx	Kuhio Hwy (Hardy-Oxford) 16" Main replacement (EXP 44% of $150K)								
10-20-00-605-xxx	Kilauea 1.0 MG tank (EXP 90%)								
Water Utility Fund (Capital Projects - R&R - Construction)		**$0**	**$892,868**	**$7,799,675**	**$315,299**	**$2,231,101**	**$5,650**	**$5,155,000**	
10-21-00-604-017	WU/Cns/1.45%R-18In Cane Haul Main (1.45% RR of $3.15M)	**$0**	**$0**	**$45,675**	**$0**	**$0**	**$0**	**$0**	
10-21-00-604-029	WU/Const/Capital Outlay/09-01, Yamada Tank, Clearwell & connecting PL	**$0**	**$0**	**$4,700,000**	**$0**	**$1**	**$0**	**$0**	
10-21-00-604-033	WU-Cns-ALLR-13-07, Koloa Well D Repairs (s/b 20, per Dustin)	**$0**	**$0**	**$450,000**	**$315,299**	**$0**	**$5,650**	**$0**	
10-21-00-604-035	WU-Cns-ALLR-XX-YY, HE-14, Eleele Booster Rehab	**$0**	**$0**	**$550,000**	**$0**	**$577,500**	**$0**	**$0**	PP #37
10-21-00-604-102	WU-Cns-44%R-10-01 Ani-01b-Anini Rd WL DOW-Princvl	**$0**	**$0**	**$572,000**	**$0**	**$0**	**$0**	**$0**	
10-21-00-604-132	WU-Cns-ALLR-13-05 Kolo Road Main (Kilauea School)	**$0**	**$892,868**	**$0**	**$0**	**$0**	**$0**	**$0**	
10-21-00-604-146	WU/Cns/78%RR/15-07/HE-01,HE-10, Reorganize Wtr Sys. PL connecting Hanapepe & Eleele (6" Main Repl) Ph I (County R/W)(78%RR of $1.9M)	**$0**	**$0**	**$1,482,000**	**$0**	**$1,653,600**	**$0**	**$0**	
10-21-00-604-XXX	Paua Valley Tank Repair	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$1,400,000**	PP #1
10-21-00-604-XXX	Kilauea 1&2 MCC	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$3,755,000**	PP #5

New Capital Outlay

		FY 2014- 2015 Actuals	FY 2015- 2016 Actuals	FY 2016- 2017 Budget	FY 2016- 2017 Actual	FY 2017- 2018 Budget	FY 2017- 2018 Additons, /Transfers In (Out), Encumbrances	Proposed Budget FY 2018- 2019	Anticipated NTPs
Water Utility Fund (Capital Projects - Exp - Construction)		**$0**	**$0**	**$2,518,000**	**$0**	**$7,160,075**	**$0**	**$0**	
10-21-00-605-118	WU/Const/Capital Outlay/WK-39-Kapaa Homestead Well No. 4 (100% Expansion)	$0	$0	$0	$0	$750,000	$0	$0	Jun-18
10-21-00-605-146	WU/Cns/22%EXP/15-07/HE-01,HE-10, Reorganize Wtr Sys. PL connecting Hanapepe & Eleele (6" Main Repl) Ph I (County R/W)(22%EXP of $1.9M)	$0	$0	$418,000	$0	$466,400	$0	$0	April-18
10-21-00-605-146	WU/Cns/100%EXP/15-07/HE-01,HE-10, Reorganize Wtr Sys. PL connecting Hanapepe & Eleele (6" Main Repl) Ph II State R/W)	$0	$0	$2,100,000	$0	$2,748,000	$0	$0	Apr-18
10-21-00-605-017	Kapaia Cane Haul Road 18" Main (98.55% Exp) $3,241,350	$0	$0	$0	$0	$3,195,675	$0	$0	June-18
FRC Fund (Capital Projects - Expansion - Design)		**$0**	**$0**	**$455,015**	**$33,657**	**$534,200**	**$0**	**$0**	
20-20-00-605-006	FRC-Eng-66%E-PLH-28 Hanamaulu Main (Hoohana Street)	$0	$0	$1	$0	$0	$0	$0	
20-20-00-605-010	FRC-Eng-ALLE-Wailua Homesteads 538 1.0 MG Tank	$0	$0	$1	$0	$0	$0	$0	
20-20-00-605-014	FRC-Eng-ALLE-Purchase Water System 1	$0	$0	$1	$0	$0	$0	$0	
20-20-00-605-016	FRC-Eng-ALLE-Poipu 1 MG Storage Tank	$0	$0	$1	$0	$0	$0	$0	
20-20-00-605-018	FRC-Eng-ALLE-H-08 Hanalei Well 2	$0	$0	$75,000	$0	$75,000	$0	$0	will do later
20-20-00-605-019	FRC-Eng-E-Kapaia SWTP Expansion	$0	$0	$1	$0	$0	$0	$0	
20-20-00-605-120	FRC-Eng-Kilauea 1.0 MG tank (EXP 90%)	$0	$0	$0	$33,657	$0	$0	$0	
20-20-00-605-148	FRC-Eng-Kuhio Hwy (Hardy-Oxford) 16" Main replacement (EXP 44% of $150K)	$0	$0	$1	$0	$79,200	$0	$0	May-18
20-20-00-605-149	FRC-Eng-Kuhio Hwy (N. Papaloa to Waikaea Canal) Main Replacement (EXP 44%)	$0	$0	$1	$0	$0	$0	$0	
20-20-00-605-150	FRC-Eng-Makanui and Kuai Road Main Replacement (EXP 63%)	$0	$0	$1	$0	$0	$0	$0	
20-20-00-605-151	KP-14A Koloa 6" & 12" Main Repla + addt'l area (Wailani & Waihihinou Rds, prt of KP-14 (Exp 50%)	$0	$0	$1	$0	$0	$0	$0	
20-20-00-605-152	FRC-Eng-Hoona, Hoone, Pane Road main replacement (EXP 63%)	$0	$0	$1	$0	$0	$0	$0	
20-20-00-605-154	FRC-Eng-Drill and Test Kilauea Well #3 (EXP)	$0	$0	$300,000	$0	$300,000	$0	$0	Aug-17
20-20-00-605-155	FRC-Eng-Wainiha Well #4 (EXP)	$0	$0	$80,000	$0	$80,000	$0	$0	August-17
20-20-00-605-156	FRC-Eng-land acquisition for Kilauea Well #3	$0	$0	$1	$0	$0	$0	$0	
20-20-00-605-156	FRC-England aqcuisition for jelly factory booster pump	$0	$0	$1	$0	$0	$0	$0	
20-20-00-605-156	FRC-Eng-land aqcuisition for Poipu tank	$0	$0	$1	$0	$0	$0	$0	
20-20-00-605-156	FRC-Eng-land acquisition for Haena 0.2 MG tank	$0	$0	$1	$0	$0	$0	$0	
20-20-00-605-156	FRC-Eng-land acquisition for SWTP expansion	$0	$0	$1	$0	$0	$0	$0	
FRC Fund (Capital Projects - Expansion - Construction)		**$0**	**$0**	**$14,223,675**	**$0**	**$315,001**	**$0**	**$0**	
20-21-00-605-017	FRC-Eng-ALLE-18IN Cane Haul Road Main	$0	$0	$3,195,675	$0	$0	$0	$0	
20-21-00-605-029	FRC-Cns-56%E-09-01 Yamada Tank Clearwell, Conn Pip	$0	$0	$300,000	$0	$1	$0	$0	
20-21-00-605-102	WU/Const/Capital Outlay/10-01 Ani-01b anini Rd. WL DOW -Princevl (56%	$0	$0	$728,000	$0	$0	$0	$0	
20-21-00-605-116	WU/Const/Capital Outlay/WK-08-Kapaa Homestead 313' 1.0 MG Tank (Ornellas) (0% RR of $10M)	$0	$0	$10,000,000	$0	$0	$0	$0	
20-21-00-605-xxx	Hanapepe River Bridge, Kaumualii Hwy. Rt. 50, HI STP SR50 (1) Project, Hanapepe, Kauai, HI	$0	$0	$0	$0	$315,000	$0	$0	Dec-17
Bond Fund (Capital Projects - R&R - Construction)		**$0**	**$6,729,290**	**$4,649,000**	**$866,193**	**$3,800,675**	**$877,902**	**$0**	
30-21-00-604-101	BAB-Cns-ALLR-10-01 Ani01a-Anini Kalihiwai 6IN Main	$0	$0	$0	$0	$0	$0	$0	
30-21-00-604-102	BAB-Cns-44%R-10-01 Ani-01b-Anini Rd WL DOW-Princvl	$0	$0	$1,188,000	$0	$0	$0	$0	
30-21-00-604-107	BAB-Cns-ALLR-XX-YY KP-09-MCC Chlor KoloaWell16-A,E	$0	$0	$1,750,000	$0	$3,755,000	$877,902	$0	In construction
30-21-00-604-109	BAB-Cns-19%R-XX-YYLO-08LO-10-Koloa Al.-Piko, Lawai	$0	$0	$0	$0	$0	$0	$0	
30-21-00-604-112	BAB-Cns-40%R-11-02 PLH-01a Grove Farm Tanks 1 - 2	$0	$0	$1,080,000	$0	$0	$0	$0	
30-21-00-604-114	BAB-Cns-ALLR-XX-YY PLH-39a-Lihue Baseyard Imprvmt	$0	$6,295,454	$0	$605,698	$0	$0	$0	Completed
30-21-00-604-120	BAB-Cns-10%R-0206WKK15-Kilauea 466 Tnk Puu Pane W3	$0	$0	$400,000	$0	$0	$0	$0	
30-21-00-604-129	BAB-Cns-ALLR-11-10 8IN WL Halewili, Kaum to HHale	$0	$433,837	$0	$260,495	$0	$0	$0	Completed
30-21-00-604-136	BAB-Cns-11%R-XX-YY H-05 Weke Anae Hee 6-8IN Mains	$0	$0	$231,000	$0	$0	$0	$0	
30-21-00-604-xxx	BAB-Cns-Kapaia Cane Haul Road 18" main (1.45% R&R - $3,241,350))	$0	$0	$0	$0	$45,675	$0	$0	Jun-18

New Capital Outlay

		FY 2014- 2015 Actuals	FY 2015- 2016 Actuals	FY 2016- 2017 Budget	FY 2016- 2017 Actual	FY 2017- 2018 Budget	FY 2017- 2018 Additons, /Transfers In (Out), Encumbrances	Proposed Budget FY 2018- 2019	Anticipated NTPs
Bond Fund (Capital Projects: Expansion - Design)		**$0**	**$0**	**$50,001**	**$0**	**$0**	**$0**	**$0**	
30-20-00-605-139	BAB-Eng-ALLE-Moloaa Tank Site Acquisition	**$0**	**$0**	**$1**	**$0**	**$0**	**$0**	**$0**	
30-20-00-605-140	BAB-Eng-ALLE-Koloa Well F Land Acquisition	**$0**	**$0**	**$50,000**	**$0**	**$0**	**$0**	**$0**	
Bond Fund (Capital Projects - Expansion - Construction)		**$0**	**$0**	**$9,351,000**	**$0**	**$850,001**	**$0**	**$0**	
30-21-00-605-102	BAB-Cns-56%E-10-01 Ani-01b-Anini Rd WL DOW-Princvl	**$0**	**$0**	**$1,512,000**	**$0**	**$0**	**$0**	**$0**	
30-21-00-605-106	BAB-Cns-50%E-03-04 K05a-Kalaheo Tank 0.5MG 886FT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	
30-21-00-605-109	BAB-Cns-81%E-XX-YYLO-08LO-10-Koloa Al.-Piko, Lawai	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	
30-21-00-605-110	BAB-Cns-ALLE-WK-08-Kapaa Homestead Tank (Ornellas)	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	
30-21-00-605-112	BAB-Cns-60%E-11-02 PLH-01a Grove Farm Tanks 1 - 2	**$0**	**$0**	**$1,620,000**	**$0**	**$0**	**$0**	**$0**	
30-21-00-605-118	BAB-Cns-ALLE-WK-39-Kapaa Homestead Well No. 4	**$0**	**$0**	**$750,000**	**$0**	**$850,000**	**$0**	**$0**	Jun-18
30-21-00-605-120	BAB-Cns-90%E-0206WKK15-Kilauea 466 Tnk Puu Pane W3	**$0**	**$0**	**$3,600,000**	**$0**	**$0**	**$0**	**$0**	
30-21-00-605-136	BAB-Cns-89%E-XX-YY H-05 Weke Anae Hee 6-8IN Mains	**$0**	**$0**	**$1,869,000**	**$0**	**$0**	**$0**	**$0**	
30-21-00-605-029	BAB-Cns-CO-09-01 Klaheo 1111' & 1112' WS Improv Pkg A,B,C	**$0**	**$0**	**$0**	**$0**	**$1**	**$0**	**$0**	
30-21-00-605-xxx	BAB-Cns-CO-Kapaia Cane Haul Road 18" Main (98.55% Exp $3,241,350	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	
SRF Fund (Capital Projects - R&R - Construction)		**$0**	**$591,675**	**$0**	**$0**	**$0**	**$0**	**$0**	
60-21-00-604-114	SRF-Cns-ALLR-X-YY PLH-39a-Lihue Baseyard Imprvmts	$0	$591,675	$0	$0	$0	$0	$0	

REVENUES

Account	Description	*FY 2014-2015 Actual*	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual	FY 2018-2019 Proposed
Water Utility Fund		$ 32,756,288	$ 33,581,263	$ 37,175,295	$ 32,006,961	$ 36,873,079	$ 19,843,961	$ 39,348,139
10-00-00-400-000	WU/Water Sales	$ *29,615,790*	$ 29,228,109	$ 29,810,007	$ *28,445,143*	$ 28,792,464	$ 17,578,506	$ 29,354,767
10-00-00-405-000	WU/Revenue from Public Fire Protection	$ *1,991,250*	$ 2,122,038	$ 1,991,250	$ *2,133,294*	$ 2,122,038	$ 1,244,422	$ 2,133,294
10-00-00-410-000	WU/Other Water Revenue	$ *248,386*	$ 338,585	$ 150,000	$ *335,888*	$ 250,000	$ 192,745	$ 250,000
10-00-00-430-000	WU/Federal Grants (Reclassed as capital contributions)			$ -		$ -		$ -
10-00-00-432-000	WU/State Grants	$ *103,511*	$ 1,030,090	$ 4,450,000	$ *330,405*	$ 4,450,000		$ 6,869,595
10-00-00-440-000	WU/Capital Contributions - Cash Receipts	$ *615,588*	$ 635,696	$ 672,538	$ *619,529*	$ 654,765	$ 351,629	$ 634,482
10-00-00-440-010	WU/Capital Contributions - Non - Cash receipts	$ -		$ -	$ -	$ -		$ -
10-00-00-453-000	WU/Net Increase in Fair Value of Investments	$ *41,463*	$ 15,165	$ -	$ *(294,918)*	$ -	$ -	$ -
10-00-00-461-000	WU/Investment Income	$ *109,607*	$ 209,526	$ 100,000	$ *417,287*	$ 100,000	$ 157,741	$ 100,000
10-00-00-470-000	WU/Gain or Loss on Disposal of Capital Assets			$ 500	$ *18,554*	$ 5,000	$ 18,554	$ 5,000
10-00-00-480-000	WU/Gain or Loss from the Retirement of Debt			$ -		$ -		$ -
10-00-00-490-000	WU/Miscellaneous Revenues	$ *30,694*	$ 2,054	$ 1,000	$ *1,781*	$ 498,813	$ 300,364	$ 1,000
Non-Revenue Cash Inflow		$ -	$ -	$ -	$ -	$ -		$ -
10-00-00-498-300	WU/Bond Proceeds - BAB	$ -		$ -	$ -	$ -		$ -
10-00-00-499-600	WU/Loan Proceeds - SRF Loan			$ -		$ -		$ -
FRC Fund		$ 713,365	$ 2,154,675	$ 993,981	$ 613,657	$ 680,614	$ 569,453	$ 671,921
20-00-00-424-000	FRC/Facility Reserve Charge	$ *429,900*	$ 1,882,234	$ 705,750	$ *348,145*	$ 400,000	$ 418,755	$ 400,000
20-00-00-440-000	WU/Capital Contributions - Cash Receipts (BAB Subsidy)	$ *276,518*	$ 272,441	$ 288,231	$ *265,512*	$ 280,614	$ 150,698	$ 271,921
20-00-00-453-000	FRC/Net Increase in Fair Value of Investments			$ -		$ -		$ -
20-00-00-461-000	FRC/Investment Income	$ *6,947*		$ -	$ -	$ -		$ -
BAB Fund		$ 77,253	$ 86,942	$ 100,000	$ 60,752	$ 50,000	$ 69,463	$ 35,000
30-00-00-453-000	BAB/Net Increase in Fair Value of Investments	$ *(416,744)*	$ (242,299)	$ -	$ *(229,160)*	$ (24,000)	$ (85,116)	$ (30,000)
30-00-00-461-000	BAB/Investment Income	$ *493,997*	$ 329,241	$ 100,000	$ *289,912*	$ 74,000	$ 154,579	$ 65,000
SRF Fund		$ 2,005,798	$ -	$ -	$ -	$ -		$ -
60-00-00-430-000	SRF/Federal Grants	$ *2,005,798*			$ -			
60-00-00-453-000	SRF/Net Increase in Fair Value of Investments	$ -		$ -	$ -	$ -		$ -

3/13/2018

FY 2018 - 2019 Water Sales Projection

		WU/Water Sales
Estimated Water Sales - FY 2018- 2019 (see Sch. 1)		29,064,125.90
Estimated Water Sales Rate Increase	0%	-
Estimated Water Sales Increase (growth projection)	1.00%	290,641.26
Estimated Power Cost Adjustment ($0.0 pending approved water rate study)		-
Projected Water Sales		**29,354,767.16**

Sch. 1

		Year To Date Water Sales (6 months)
July, 2017 to January, 2018 (Actual)	68%	19,754,342.17
March to June, 2018	32%	9,309,783.73
Estimated Annual		**29,064,125.90**

Metered Consumption (in million gallons)	**FY 2017**	**FY 2018**	**Ratio**
July	363,695	383,831	
August	335,456	380,414	
September	371,437	399,598	
October	344,542	373,247	
November	349,909	329,959	
December	304,246	310,680	
January	316,392	321,919	
February	314,462	312,188	68%
March	306,619		
April	348,781		
May	314,701		
June	355,055		
Add: January to June (using 2017 actual)			
March, 2018, estimated		306,619	
April, 2018, estimated		348,781	
May, 2018, estimated		314,701	
June, 2018, estimated		355,055	32%
	4,025,295	4,136,992	
FY 2018 Estimated increase in water usage		111,697	
Equivalent rate increase (decrease)		**2.8%**	

June 30, 2017

Demand of DEPARTMENT OF WATER, COUNTY OF KAUAI

on the FINANCE DIRECTOR of the COUNTY OF KAUAI, STATE OF HAWAII, for the sum of

DOLLARS

Fund _____ Appropriation _____

ITEMS AND QUANTITY		RATE	AMOUNT	TOTAL
2,594	6-inch Fire Hydrants	$67.00 a month	$804.00	$ 2,085,576.00
28	4-inch Fire Hydrants	$23.00 a month	$276.00	$ 7,728.00
310	Stand Pipes	$10.75 a month	$129.00	$ 39,990.00
2,932	**TOTAL**			**$ 2,133,294.00**

NET DEBT SERVICE
County of Kaua`i
Kaua`i Water Department
****
Water Department
Series 2010A Taxable General Obligation Bonds
(Build America & Recovery Zone Economic Development Bonds)
Final Pricing
****

Date	Principal	Interest	Total Debt Service	BAB Subsidy	Net Debt Service	Annual Net D/S	BAB Subsidy	% Reduction to Interest
8/1/2010	-	1,030,421.77	1,030,421.77	-360,647.62	669,774.15	-		
2/1/2011	-	1,460,440.30	1,460,440.30	-511,154.11	949,286.19	-	-871,801.73	-35%
6/30/2011	-	-	-	-	-	1,619,060.34		
8/1/2011	-	1,460,440.30	1,460,440.30	-511,154.11	949,286.19	-		
2/1/2012	-	1,460,440.30	1,460,440.30	-511,154.11	949,286.19	-	-1,022,308.22	-35%
6/30/2012	-	-	-	-	-	1,898,572.38		
8/1/2012	-	1,460,440.30	1,460,440.30	-511,154.11	949,286.19	-		
2/1/2013	-	1,460,440.30	1,460,440.30	-511,154.11	949,286.19	-	-1,022,308.22	-35%
6/30/2013	-	-	-	-	-	1,898,572.38		
8/1/2013	1,875,000	1,460,440.30	3,335,440.30	-511,154.11	2,824,286.19	-		
2/1/2014	-	1,442,112.18	1,442,112.18	-504,739.26	937,372.92	-	-1,015,893.37	-35%
6/30/2014	-	-	-	-	-	3,761,659.11		
8/1/2014	1,915,000	1,442,112.18	3,357,112.17	-504,739.26	2,852,372.92	-		
2/1/2015	-	1,418,193.83	1,418,193.83	-496,367.84	921,825.99	-	-1,001,107.10	-35%
6/30/2015	-	-	-	-	-	3774198.9		
8/1/2015	1970000	1,418,193.83	3,388,193.83	-496,367.84	2,891,825.98	-		
2/1/2016	-	1,389,451.52	1,389,451.52	-486,308.03	903,143.50	-	-982675.87	-35%
6/30/2016	-	-	-	-	-	3794969.48		
8/1/2016	2,030,000	1,389,451.52	3,419,451.52	-486,308.03	2,933,143.50	-		
2/1/2017	-	1,355,601.27	1,355,601.27	-474,460.45	881,140.83	-	-960,768.48	-35%
6/30/2017	-	-	-	-	-	3,814,284.32		
8/1/2017	2,100,000	1,355,601.27	3,455,601.27	-474,460.45	2,981,140.83	-		
2/1/2018	-	1,316,908.77	1,316,908.77	-460,918.07	855,990.71	-	-935,378.52	-35%
6/30/2018	-	-	-	-	-	3,837,131.53		
8/1/2018	2,185,000	1,316,908.77	3,501,908.77	-460,918.07	3,040,990.71	-		
2/1/2019	-	1,272,815.48	1,272,815.48	-445,485.42	827,330.06	-	-906,403.49	-35%
6/30/2019	-	-	-	-	-	3,868,320.76		
8/1/2019	2,275,000	1,272,815.48	3,547,815.48	-445,485.42	3,102,330.06	-		
2/1/2020	-	1,224,630.98	1,224,630.98	-428,620.84	796,010.14	-	-874,106.26	-35%
6/30/2020	-	-	-	-	-	3,898,340.19		
8/1/2020	2,375,000	1,224,630.98	3,599,630.98	-428,620.84	3,171,010.13	-		
2/1/2021	-	1,172,547.23	1,172,547.23	-410,391.53	762,155.70	-	-839,012.37	-35%
6/30/2021	-	-	-	-	-	3,933,165.83		
8/1/2021	2,485,000	1,172,547.23	3,657,547.23	-410,391.53	3,247,155.69	-		
2/1/2022	-	1,115,938.93	1,115,938.93	-390,578.62	725,360.31	-	-800,970.15	-35%
6/30/2022	-	-	-	-	-	3,972,516.00		
8/1/2022	2,605,000	1,115,938.93	3,720,938.93	-390,578.62	3,330,360.31	-		
2/1/2023	-	1,053,992.02	1,053,992.02	-368,897.21	685,094.82	-	-759,475.83	-35%
6/30/2023	-	-	-	-	-	4,015,455.12		
8/1/2023	2,730,000	1,053,992.02	3,783,992.02	-368,897.21	3,415,094.81	-		
2/1/2024	-	987,025.13	987,025.13	-345,458.79	641,566.34	-	-714,356.00	-35%
6/30/2024	-	-	-	-	-	4,056,661.15		
8/1/2024	2,870,000	987,025.13	3,857,025.13	-345,458.79	3,511,566.34	-		
2/1/2025	-	914,471.53	914,471.53	-320,065.03	594,406.50	-	-665,523.82	-35%

November 2, 2015

The Honorable Bernard P. Carvalho, Jr., Mayor
County of Kauai
4444 Rice Street, Suite 235
Lihue, Hawaii 96766

Dear Mayor Carvalho: Bernard

Thank you for your letter of September 2, 2015, requesting release of $4,450,000 in general obligation bond funds as appropriated by Act 119, SLH 2015, for the Hanapepe-Eleele Transmission Waterline Improvement project.

It is my understanding that not all funding to complete the project has been secured; however, I also understand that delaying the release of design funds until such time that all funds are secured will endanger the project. As such, I am approving the release of $450,000 in general obligation bond funds for the design phase of this project only. Further requests to release the remaining funds will be considered after all funding to complete the project is secured.

Please contact the Department of Accounting and General Services to facilitate the allotment of the funds.

Thank you for your understanding on this matter.

Sincerely,

David

DAVID Y. IGE
Governor, State of Hawaii

STATE OF HAWAII

APPROPRIATION WARRANT

Appropriation Warrant No. 222 Date 07-01-2016

To County of Kauai
(Department or Agency)
State of Hawaii

RECEIVED
JUL 12 2016
FINANCE
COUNTY OF KAUAI

as amended by Act 124, SLH 2016

The Legislature of 20 15 at its Regular Session having by Act 119 appropriated the sum of $ 9,450,000.00 for the purposes and for the period therein specified, you are authorized to cause this sum to be credited to the general and detailed accounts of appropriations, and for so doing this shall be your WARRANT.

for COMPTROLLER, STATE OF HAWAII

TC	F	YR	APP	D	APPROPRIATION TITLE	LAPSE DATE			AMOUNT	
XXX	X	XX	XXX	XX		MM	DD	YY	XXXXXXXXXX	XX
					See attached for General Obligation Bond Fund details MOF: C				8,450,000	00
					See attached for County Fund details MOF: S				1,000,000	00
					GRAND TOTAL				9,450,000 . 00	

CC: DAGS - ACCOUNTING DIVISION
BUDGET & FINANCE/BPPMD

STATE ACCOUNTING FORM A-01
JULY 1, 2002 (REVISED)

STATE OF HAWAII
SUPPLEMENTAL APPROPRIATIONS ACT OF 2016 - ACT 124, SLH 2016
SECTION 5 - CAPITAL IMPROVEMENT PROJECTS

TC	Fund	FY	Acct No	Dept	Prog ID	Lapse Date	Section Item	Title	AMOUNT
411	B	2016	400	X	SUB501	20180630	5-K33.01	WATER STORAGE INFRASTRUCTURE, KAUAI-CON	2,000,000.00
411	B	2016	401	X	SUB501	20180630	5-K33.02	LIHUE/KAPAA WTR SYS WELL NO.4, KAUAI-PLN	1,000.00
411	B	2016	402	X	SUB501	20180630	5-K33.02	LIHUE/KAPAA WTR SYS WELL NO.4, KAUAI-DES	1,000.00
411	B	2016	403	X	SUB501	20180630	5-K33.02	LIHUE/KAPAA WTR SYS WELL NO.4, KAUAI-CON	748,000.00
411	B	2016	404	X	SUB501	20180630	5-K33.03	KAUAI VETERANS CEMETERY, KAUAI-CON	700,000.00
411	B	2016	405	X	SUB501	20180630	5-K33.04	ADOLESCENT TRMT & HEALING CTR, KAUAI-PLN	1,000.00
411	B	2016	406	X	SUB501	20180630	5-K33.04	ADOLESCENT TRMT & HEALING CTR, KAUAI-DES	1,000.00
411	B	2016	407	X	SUB501	20180630	5-K33.04	ADOLESCENT TRMT & HEALING CTR, KAUAI-CON	4,998,000.00
								TOTAL - COUNTY OF KAUAI (MOF C)	8,450,000.00
411	S	2016	935	X	SUB501	20180630	5-K33.01	WATER STORAGE INFRASTRUCTURE, KAUAI-CON	1,000,000.00
								TOTAL - COUNTY OF KAUAI (MOF S)	1,000,000.00
								TOTAL - COUNTY OF KAUAI - 222	9,450,000.00

Account	Description	2014-2015 Actuals	2015-2016 Actuals	2016-2017 Budget	2016-2017 Actuals	2017-2018 Budget	2017-2018 YTD Actual	2018-2019 Budget
Water Utility Fund							as of 1/31/2018	
10-01-10-540-010	WU/Admin/Admin/Professional Services - General	$ 2,433	$ 9,973	$ 290,800	$ 38,695	$ 215,800	$ 7,198	$ 365,800
10-01-10-541-010	WU/Admin/Admin/Other Services - General	$ 8,080	$ 7,831	$ 16,300	$ 4,908	$ 5,286	$ 1,411	$ 2,178
10-01-10-542-010	WU/Admin/Admin/Public Relations	$ 132,636	$ 125,772	$ 78,500	$ 62,009	$ 92,850	$ 34,809	$ 119,300
10-01-10-542-020	WU/Admin/Admin/Procurement Advertising	$ 10,201	$ 5,747	$ 10,000	$ 10,069	$ 10,000	$ 2,202	$ 10,000
10-01-50-543-000	WU/Admin/Admin/Communication Services	$ -	$ -	$ 7,000	$ -	$ -	$ -	$ -
10-01-10-544-000	WU/Admin/Admin/Freight and Postage Services	$ 2,615	$ 2,771	$ 4,000	$ -	$ 13,120	$ 3,293	$ 12,870
10-01-10-545-000	WU/Admin/Admin/Rentals and Leases	$ 18,333	$ 21,666	$ 22,400	$ 20,000	$ 53,300	$ 11,667	$ 52,900
10-01-10-546-000	WU/Admin/Admin/Insurance	$ 63,449	$ 118,972	$ 700,000	$ 69,109	$ 1,200,000	$ 18,336	$ 1,195,000
10-01-10-551-000	WU/Admin/Admin/Utility Services	$ 135,071	$ 120,176	$ 200,000	$ 146,400	$ 177,540	$ 79,391	$ 177,540
10-01-10-561-000	WU/Admin/Admin/Repairs and Maintenance - Other than Water System	$ 14,367	$ 22,947	$ 37,200	$ 12,158	$ 32,440	$ 10,504	$ -
10-01-10-562-000	WU/Admin/Admin/Office Supplies	$ -	$ -	$ 14,367	$ -	$ -	$ -	$ -
10-01-10-563-000	WU/Admin/Admin/Operating Supplies	$ 199	$ 2,701	$ 5,000	$ 1,517	$ 5,000	$ 957	$ 5,000
10-01-10-570-010	WU/Admin/Admin/Books, Publications, Subscriptions, and Memberships	$ 23,562	$ 13,302	$ 25,550	$ 21,958	$ 26,860	$ 15,897	$ 26,685
10-01-10-570-020	WU/Admin/Admin/Books, Publications, Subscriptions, and Memberships - Board	$ 444	$ 450	$ 1,500	$ 600	$ 1,025	$ 75	$ 1,025
10-01-10-571-010	WU/Admin/Admin/Training and Development	$ 11,358	$ 13,220	$ 21,150	$ 12,209	$ 22,200	$ 7,581	$ 46,200
10-01-10-572-010	WU/Admin/Admin/Travel and Per Diem	$ 7,166	$ 25,109	$ 38,670	$ 28,504	$ 45,390	$ 23,253	$ 38,600
10-01-10-572-020	WU/Admin/Admin/Travel and Per Diem - Board	$ 5,226	$ 6,967	$ 20,210	$ 8,862	$ 22,530	$ 1,903	$ 17,490
10-01-10-573-010	WU/Admin/Admin/Meeting Expense	$ 27,973	$ 1,090	$ 2,500	$ 2,034	$ 3,500	$ 2,691	$ 13,500
10-01-10-573-020	WU/Admin/Admin/Meeting Expense - Board	$ 4,670	$ 3,751	$ 7,090	$ 5,680	$ 9,940	$ 1,859	$ 14,075
	OPERATING EXPENSES	**$ 467,783**	**$ 502,445**	**$ 1,502,237**	**$ 444,713**	**$ 1,936,781**	**$ 223,027**	**$ 2,098,163**
10-01-00-604-999	WU/Admin/Capital Outlay - Rehab and Replace/PPE	$ -	$ -	$ -	$ -	$ -	$ -	$ 90,000
10-01-00-605-999	WU/Admin/Capital Outlay - Expansion/PPE	$ -	$ -	$ -	$ -	$ -	$ -	$ -
	CAPITAL PURCHASES	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 90,000**
	SUMMARY OF OPERATING EXPENSES	$ 467,783	$ 502,445	$ 1,502,237	$ 444,713	$ 1,936,781	$ 223,027	$ 2,098,163
	SUMMARY OF CAPITAL PURCHASES	$ -	$ -	$ -	$ -	$ -	$ -	$ 90,000
	OPERATING EXPENSES PLUS CAPITAL OUTLAY	**$ 467,783**	**$ 502,445**	**$ 1,502,237**	**$ 444,713**	**$ 1,936,781**	**$ 223,027**	**$ 2,188,163**

TOTAL:	WU/Admin/Admin/Professional Services - General	**$2,433**	**$9,973**	**$290,800**	**$38,694.50**	**$215,800**	**$7,198.05**	**$365,800**	Admin Expe

Line Item	Notes	FY 2014-2015 Actuals	FY 2015-2016 Actuals	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actuals as of 1/31/18	FY 2018-2019 Proposed Budget	New Request?
Special Counsel				$100,000	$0.00	$25,000.00		$25,000.00	No
Legislative Liaison				$30,000	$0.00	$30,000.00		$30,000.00	No
Professional Facilitator	for Public meetings								
Cultural Services	Blessing, Info, etc.			$0		$0			
Other Services - Board	Performance Audit			$150,000	$0.00	$150,000.00		$300,000.00	No
HR Related Services	Pre-Employment and Reasonable Suspicion; Drug & Alcohol Testing			$800	$194.50	$800.00		$800.00	No
Arbitration	Attorney Fees			$10,000	$0.00	$10,000.00		$10,000.00	No

TOTAL:	WU/Admin/Admin/Other Services - General	**$8,080**	**$7,831**	**$16,300**	**$4,908**	**$5,286**	**$1,411**	**$2,178**	Admin Expe

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actuals	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actuals as of 1/31/18	FY 2018-2019 Proposed Budget	New Request?
Fire and Burglar Alarm Service Change to **FIRE ALARM ONLY**				$ 10,000		$ 4,185.57		$ 1,056.00	No
Solid Waste Disposal Services	Garden Island Disposal			$ 6,300		$ 1,099.96		$ 1,122.00	No
Miscellaneous Contractual Service subject to Board Policy #3				$ -	$ -				No
contingency				$ -					No

TOTAL: WU/Admin/Admin/Public Relations	**$132,636**	**$125,772**	**$78,500**	**$62,009**	**$92,850**	**$34,809**	**$119,300**	Admin Exper	

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actuals	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actuals as of 1/31/18	FY 2018-2019 Proposed Budget	New Request?
Public Relations Programs	Advertising; Promotional & Education Materials (logo items, giveaways, publications, brochures, meeting supplies, presentation supplies, displays, etc.)			$25,350		$41,000		$50,000	No
Water Conservation Program	Summer Conservation Program; DOW Water Conservation Plan			$15,000		$0		$0	No
Project WET	Make-A-Splash, Project WET Outreach			$20,000		$15,000		$25,000	No
Water Conservation District (EWSWD)	Grant			$7,500		$7,500		$7,500	No
Public Meeting Facilitator	for Public meetings			$500		$500		$500	No
Cultural Services	Blessing, Info, etc.			$6,050		$3,850		$3,300	No
Pipe Tapping Team	Travel, per diem and supplies - DOW Team to join in the annual pipe tapping contest.							$8,000	
Training	Travel and training for PR staff (PWET Coference, etc) (moved to admin's travel and training budget)			$4,100		$0		$0	No
Blackboard Connect CTY	Contract for County Mass Notification System - Blackboard Connect CTY	$0	$0	$0		$25,000		$25,000	No

TOTAL:	WU/Admin/Admin/Procurement Advertising	**$10,201**	**$5,747**	**$10,000**	**$10,069**	**$10,000**	**$2,202**	**$10,000**	Admin Expe

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actuals	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actuals as of 1/31/18	FY 2018-2019 Proposed Budget	New Request?
Publications	All Divisions - Legal Ads for Solicitation, Public Notices for Projects, Proposals for all Divisions including Board Notices			$10,000		$10,000.00		$10,000.00	No

TOTAL:	WU/Admin/Admin/Communication Services	**$0**	**$0**	**$7,000**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	Admin Exper

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actuals	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actuals as of 1/31/18	FY 2018-2019 Proposed Budget	New Request?
Cellular Phone	15 basic, 24 Smart Phones, 3 Alarm Circuits (Pua Loke/Kōloa/Ornellas Tank), SCADA Alarm			$0					No
Hot Spot/Ipads/Other	11 ipads (7 for Board, 1 Mgr, 1 Deputy, 1 DCA, 1 extra), Raven, 12 Mifi, Aircard, Non-Branded EVDO			$0					No
Other Charges	New Equipment, Replacement, Accessories			$5,000	$0.00	$0.00			No
Contingency				$2,000					No

TOTAL: WU/Admin/Admin/Freight and Postage Services **$2,615** **$2,771** **$4,000** **$0** **$13,120** **$3,293** **$12,870** Admin Expe

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actuals	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actuals as of 1/31/18	FY 2018-2019 Proposed Budget	New Request?
NEOPOST - Departmental Postage	Office communication not Including Water Bills; Includes Governmental Records, Water System Standards, Water Quality Reports, etc, Ink Cartridge. (Lease - $530*12, Ink Cartridge - $200*2, Refill - $2,000*3)			$3,650		$12,770.08		$12,770.08	No
Postal Box Rental				$ 250		$250.00		$0.00	No
Bureau Copy Request				$100		$100.00		$100.00	No

TOTAL: WU/Admin/Admin/Rentals and Leases **$18,333 $21,666 $22,400 $20,000 $53,300 $11,667 $52,900** Admin Expe

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actuals	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actuals as of 1/31/18	FY 2018-2019 Proposed Budget	New Request?
Lease Agreement with UH Puhi Well 3				$1,000	$0.00	$1,000.00		$1,000.00	No
Lease Agreement Kilauea Booster Pump				$1,000	$0.00	$1,000.00		$1,000.00	No
License Fee Agreement McBryde Trust	$1700X12			$20,400	$9,999.90	$20,400.00		$19,999.80	No
Lease Agreement with Grove Farm	Kōloa Wells 16 A, B, & E				$0.00	$30,900.00		$30,900.00	No

TOTAL: WU/Admin/Admin/Insurance		**$63,449**	**$118,972**	**$700,000**	**$69,109**	**$1,200,000**	**$18,336**	**$1,195,000**	Admin Expe
Line Item	**Notes**	**FY 2014-2015 Actual**	**FY 2015-2016 Actuals**	**FY 2016-2017 Budget**	**FY 2016-2017 Actual**	**FY 2017-2018 Budget**	**FY 2017-2018 YTD Actuals as of 1/31/18**	**FY 2018-2019 Proposed Budget**	**New Request?**
Insurance and Bonds	General, Excess, Liability/Property Insurance and Provision **A provision of $100,000 each is procvided annually to cover both premium and reserves for General Liability and Property Insurance; the Department of Water in conjunction with the County of Kauai is self-insured for liability and automobile insurance. Excess coverage after a certain limit is obtained. Increase budget to $1M to match deductible from Insurance.			$500,000	$0.00	$1,000,000.00		$1,000,000.00	No
Small Claims	Small Claims fund per Board Policy #25 authorizing the County Attorney to investigate, settle and pay all claims filed against the Board of Water Supply where such claims amount to $10,000			$10,000	$98.21	$10,000.00		$5,000.00	No
Board Approved Claims	Claims outside of the County Attorney's discretion.			$40,000	$0.00	$40,000.00		$40,000.00	No
Deductibles	General Liability, Workers Comp, etc			$150,000	$18,124.00	$150,000.00		$150,000.00	No

TOTAL: WU/Admin/Admin/Utility Services		**$135,071**	**$120,176**	**$200,000**	**$146,400**	**$177,540**	**$79,391**	**$177,540**	Admin Expe
Line Item	**Notes**	**FY 2014-2015 Actual**	**FY 2015-2016 Actuals**	**FY 2016-2017 Budget**	**FY 2016-2017 Actual**	**FY 2017-2018 Budget**	**FY 2017-2018 YTD Actuals as of 1/31/18**	**FY 2018-2019 Proposed Budget**	**New Request?**
Electricity	Front/Back Office & Microlab Building			$ 200,000.00	$69,657.67	$154,440.00		$154,440.00	No
Water				$ -	$6,769.49	$14,916.00		$14,916.00	Yes
Puhi Sewer & Water				$ -	$3,706.26	$8,184.00		$8,184.00	Yes

TOTAL:	WU/Admin/Admin/Repairs and Maintenance - Other than Water System	**$14,367**	**$22,947**	**$37,200**	**$12,158**	**$32,440**	**$10,504**	**$0**	Admin Expe

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actuals	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actuals as of 1/31/18	FY 2018-2019 Proposed Budget	New Request?
Air Conditioning	Maintenance & Service Calls			$19,200	$2,370.00	$22,920.00		$0.00	No
Elevator	Maintenance and Saftey Test Fees			$6,000	$4,470.79	$9,520.00		$0.00	No
Kauai Fire Protection	Maintenance			$2,000	$0.00	$0.00		$0.00	No
Building Equipment Repairs	(Emergency Repairs will be from Operations Capital Budget)			$10,000.00	$0.00	$0.00		$0.00	No

TOTAL: WU/Admin/Admin/Office Supplies **$0 $0 $14,367 $0 $0 $0 $0** Admin Exp

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actuals as of 1/31/18	FY 2018-2019 Proposed Budget	New Request ?
Copy Paper	Pens, Pencils, Writing Pads, Binders, Storage Boxes, Folders, Note Pads, Etc, Freight, letterheads, envelopes, booklet covers & miscellaneous forms.	$0	$0	$14,367					No
Office and Desk Accessories		$0	$0	$0					No
Janitorial Supplies		$0	$0	$0					No
Zee Medical	Front Office				$0	$0			

FY 14-15 moved budget from Admin to Fiscal

TOTAL: WU/Admin/Admin/Operating Supplies **$199** **$2,701** **$5,000** **$1,517** **$5,000** **$957** **$5,000** Admin Expe

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actuals	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actuals as of 1/31/18	FY 2018-2019 Proposed Budget	New Request?
Operating Supplies/Equipment	With expected vacancies, safety supplies, dual monitors, screen protectors, working table, notarial supplies, phone accessories etc.			$5,000.00		$5,000.00		$5,000.00	No

TOTAL:	WU/Admin/Admin/Books, Publications, Subscriptions, and Memberships	**$23,562**	**$13,302**	**$25,550**	**$21,958**	**$26,860**	**$15,897**	**$26,685**	Admin Expe

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actuals	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actuals as of 1/31/18	FY 2018-2019 Proposed Budget	New Request?
AWWA Membership	Annual Membership Dues for the DOW			$3,500		$3,500.00		$3,450.00	No
Books and Subscriptions	Books for ALL DIVISIONS - Library, Subscriptions for TGI, STAR, ENR, Pacific Buisiness News, HR, Manuals, Guide books, etc.			$2,500		$4,000.00		$4,000.00	No
Water Research Foundation	Annual Membership Dues for the DOW			$10,500		$10,500.00		$10,000.00	No
Hawaii State Bar Association	Annual Association Dues			$700		$700.00		$550.00	No
Westlaw / Thomson Reuters	County Attorney Dues $95.21 * 12 (months)			$1,200		$1,200.00		$1,200.00	No
Hawaii Rural Water Association	Annual Membership Dues for the DOW			$6,600		$6,600.00		$6,600.00	No
AWWA Membership	Individual Membership Dues for Manager & Deputy-Manager (*included in DOW membership package)			$200		$0.00		$0.00	No
SHRM	Society for for Human Resource Management Membership Dues			$200		$200.00		$265.00	No
IPMA-HR	International Public Management Association for HR Membership Dues			$150		$160.00		$220.00	No
SAM	System for Award Mangement Registration Processing Fee							$ 400.00	YES

TOTAL:	WU/Admin/Admin/Books, Publications, Subscriptions, and Memberships - Board	**$444**	**$450**	**$1,500**	**$600**	**$1,025**	**$75**	**$1,025**	Admin Expe

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actuals	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actuals as of 1/31/18	FY 2018-2019 Proposed Budget	New Request?
AWWA Membership	Individual Membership Dues for Board Members (7)			$700		$525.00		$525.00	No
Books and Subscriptions				$800		$500.00		$500.00	No

TOTAL:	WU/Admin/Admin/Training and Development	**$11,358**	**$13,220**	**$21,150**	**$12,209**	**$22,200**	**$7,581**	**$46,200**	Admin Exp

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actuals	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actuals as of 1/31/18	FY 2018-2019 Proposed Budget	New Request ?
Administrative Conference	Administrative Professionals Course (Registration/Lodging/Training Materials)			$5,000.00	$2,495.00	$5,000.00		$5,000.00	No
Seminars & Workshops	**Registration** for administration personnel workshops and technical conferences and other educational workshops, mindfulness, including human resources and attorney (see GL 572-010 travel & per diem if travel is required)			$3,000.00	$2,234.96	$5,000.00		$7,000.00	No
Recognition Program	Retirees, Water Bucks, Recognition Awards (Trophies, Leis, Plaques)			$2,600.00	$211.26	$1,000.00		$1,000.00	No
Mindfulness Training	Administration Personnel ($600 X 3)			$0.00		$0.00			
AWWA National Conference	Registration & Course Materials X 3 (Denver, CO) (June 9-12 2019) ($1800 X 3)			$3,000.00	$2,650.00	$3,300.00		$5,400.00	No
AWWA Hawaii HWEA Conference	Registration & Course Materials X 4 (Honolulu, HI) (Date TBA Feb 2019) ($700 X 4) ALL DOW PERSONNEL			$2,400.00	$1,490.00	$2,800.00		$2,800.00	No
HWWA Hawai'i Section Conference	Registration & Course Materials (Lihue, HI) (Nov 7-9 2018) ALL DOW PERSONNEL			$2,100.00	$2,250.00	$3,500.00		$24,000.00	No
AWWA Utility Management Confrerence	Registration and Course Materials			$1,000.00	$0.00	$1,600.00	$0.00	$1,000.00	No
IPMA Professional Development Certificate	HR Training			$1,000.00	$0.00		$0.00		No
HR SES Seminar	HR Training CEU			$350.00	$0.00		$0.00		No
HR NBI Seminar	HR Training CEU			$350.00	$0.00		$0.00		No
10-01-10-562-000	HR Training CEU			$350.00	$0.00		$0.00		No

TOTAL: WU/Admin/Admin/Travel and Per Diem **$7,166 $25,109 $38,670 $28,504 $45,390 $23,253 $38,600** Admin Expens

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actuals	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actuals as of 1/31/18	FY 2018-2019 Proposed Budget	New Request?
Legislature	Per diem and airfare for the Manager & Chief Engineer			$3,000.00	$1,235.71	$1,200.00		$1,000.00	No
Water Security Advisory Group ACT 172, Section 5	Per diem and airfare for the Manager & Chief Engineer		$0.00		$339.01	$800.00		$800.00	No
Fresh Water Council	Per diem and airfare for the Manager & Chief Engineer		$0.00			$800.00		$800.00	No
Water Loss Control Committee ACT 169, SB2645	Per diem and airfare for the Manager & Chief Engineer		$0.00			$800.00		$800.00	No
Seminars & Workshops	Per diem and airfare for administration personnel workshops and technical conferences and other educational workshops, human resources and attorney (see GL 571-010 for registration fees)			$5,000.00	$2,533.54	$8,000.00		$10,000.00	No
AWWA National Conference	June 9-12 2019 (Denver, CO) x 3 Personnel Anticipated travel (June 7-13) 6 days & 5 nights w/ 3 rooms			$10,200.00	$7,755.46	$9,510.00		$10,710.00	No
AWWA Hawaii HWEA Conference	Date TBA 2019 (Honolulu, HI) x 4 Personnel Anticipated travel (Date February TBA) 4 days & 3 nights w/ 4 rooms			$3,080.00	$1,676.87	$5,280.00		$3,480.00	No
HWWA Hawai'i Section Conference	Nov 7-9 2018 (Lihue, HI)			$7,870.00	$5,751.43	$10,360.00	$5,751.43	$0.00	No
HRWA Quarterly Meetings	Per diem and airfare for the Manager & Chief Engineer HRWA - Maui Quarterly Meetings			$1,520.00	$728.72	$800.00	$728.72	$800.00	No
AWWA Utility Manager's Confrerence	Per Diem and airfare			$2,000.00		$2,280.00		$3,570.00	No
Administrative Conference	Airfare and Per Diem x 2 Personnel			$3,000.00	$1,447.56	$3,560.00	$1,447.56	$4,140.00	No
Ground Transportation	Car Rental, Shuttle Services, Aiport Parking Reimbursement			$2,000.00	$1,935.75	$2,000.00	$1,935.75	$2,500.00	No
Unanticipated travels	Contingency for Admin Personnel training & development - travel & per diem	$3,000		$1,000.00	$0.00		$0.00		No

TOTAL: WU/Admin/Admin/Travel and Per Diem - Board		**$5,226**	**$6,967**	**$20,210**	**$8,862**	**$22,530**	**$1,903**	**$17,490**	Admin Expens
Line Item	**Notes**	**FY 2014-2015 Actual**	**FY 2015-2016 Actuals**	**FY 2016-2017 Budget**	**FY 2016-2017 Actual**	**FY 2017-2018 Budget**	**FY 2017-2018 YTD Actuals as of 1/31/18**	**FY 2018-2019 Proposed Budget**	**New Request?**
Seminars & Workshops	Per diem and airfare for Board workshops and technical conferences and other educational workshops (see GL 573-020:Meeting Expense for registration fees)			$1,000		$1,000.00		$1,000.00	No
AWWA National Conference	June 9-12 2019 (Denver, CO) x 3 Personnel Anticipated travel (June 7-13) 6 days & 5 nights w/ 3 rooms			$10,200	$7,471.69	$9,510.00		$10,710.00	No
AWWA Hawaii HWEA Conference	Date TBA 2019 (Honolulu, HI) x 4 Personnel Anticipated travel (Date February TBA) 4 days & 3 nights w/ 4 rooms			$3,080	$2,282.02	$5,280.00		$3,480.00	No
HWWA Hawai'i Section Conference	Nov 7-9 2018 (Lihue, HI)			$3,630	$998.49	$4,440.00		$0.00	No
Mileage				$300		$300.00		$300.00	No
Ground Transportation	Car Rental, Shuttle Services, Aiport Parking Reimbursement			$1,000	$324.80	$1,000.00		$1,000.00	No
Unanticipated Travels	For board training & development - travel & per diem			$1,000		$1,000.00		$1,000.00	No

TOTAL: WU/Admin/Admin/Meeting Expense **$27,973 $1,090 $2,500 $ 2,034 $ 3,500 $ 2,691 $ 13,500** Admin Expe

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actuals	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actuals as of 1/31/18	FY 2018-2019 Proposed Budget	New Request?
Seminars & Workshops	Meeting materials/Supplies (cutlery, coffee, etc.)			$500	$ 33.53	$ 1,000.00		$ 1,000.00	No
Annual meeting / Conference	Meeting materials/Supplies			$2,000	$ 2,000.94	$ 2,500.00		$ 2,500.00	No

TOTAL:	WU/Admin/Admin/Meeting Expense - Board	**$4,670**	**$3,751**	**$7,090**	**$5,680**	**$9,940**	**$1,859**	**$14,075**	Admin Exp

Line Item	Notes (see GL 572-020:Travel & Per Diem/Board for Travel & Per Diem)	FY 2014-2015 Actual	FY 2015-2016 Actuals	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actuals as of 1/31/18	FY 2018-2019 Proposed Budget	New Request?
Seminars & Workshops	**Registration** for Board workshops and technical conferences and other educational workshops					$1,000.00		$1,000.00	No
AWWA National Conference	Registration & Course Materials X 3 (Denver, CO) (June 9-12 2019) ($1800 X 3)			$2,850	$2,100.00	$3,300.00		$5,400.00	No
AWWA Hawaii HWEA Conference	Registration & Course Materials X 4 (Honolulu, HI) (Date TBA Feb 2019) ($700 X 4) ALL DOW PERSONNEL			$2,000	$2,370.00	$2,800.00		$2,800.00	No
HWWA Hawai'i Section Conference	Registration & Course Materials X 7 (Lihue, HI) (Nov 7-9 2018) ALL DOW PERSONNEL			$900	$375.00	$1,500.00		$2,975.00	No
Meals	Board Meetings			$840		$840		$900	No
Drinks and supplies	Board Meetings			$500		$500		$500	No
Publications	Advertising, Public Notices (moved budget to 542-020)			0		$0.00			
Miscellaneous	Contingency for Board trainings			0		$0.00		$500.00	

TOTAL:	WU/Admin/Capital Outlay - Rehab and Replace/PPE	**$0**	**$0**	**$0**	90,000	Admin Expe

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actuals	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actuals as of 1/31/18	FY 2018-2019 Proposed Budget	New Request?
Air Conditioning	Microlab Server Room (replace)				$0	Yes			
SUV 4DR 4Wh Dr	Replace ck 1678 & CK 1679, assigned vehicles for the Manager & chief engineer and the Deputy Manager.							90,000.00	

TOTAL: WU/Admin/Capital Outlay - Expansion/PPE **$0** **$0** **$0** **$0**

Line Item	Notes	FY 2014-2015 Actual	FY 2014-2015 Actual	FY 2015-2016 Budget	FY 2015-2016 Actuals	FY 2017-2018 Budget	FY 2017-2018 YTD Actuals as of 1/31/18	FY 2017-2018 Proposed Budget	New Request?
							$0	Yes	

Information Technology Section

Program Budget - FY 2018 – 2019

Information Technology Section:
The Information Technology (IT) Section oversees all the activities relating to the infrastructure and security of the Department's Business and SCADA network.

Program Description:
The IT Section maintains databases for the DOW core Financial (Great Plains) and Maintenance Management System (M-PET), maintaining all applications including updating Document Imaging System and Water Plan 2020 databases. The staff supports the DOW's Business and SCADA Local Area Networks, as well as website development and network maintenance and troubleshooting and has been instrumental in moving the GIS program forward.

The DOW's Voice over IP Phone System (VoIP) is also maintained by the IT Section.

Program Highlights/Projects:

The Customer Care and Billing System (CC&B) - IT continues to be instrumental in helping the Billing Division. IT facilitated in migrating our Billing System in-house. As of October 2016, we no longer do our billing via the Honolulu Board of Water Supply (HBWS) billing system. IT was instrumental in the upgrading of CC&B system to the latest version at that time and have our services in the cloud.

I.T. currently maintains a SharePoint server and have developed portals for our Construction Management (CM) Division, as well as for Engineering and Fiscal divisions. For CM, we house all documents related to both their CIP projects and Private projects. Documents for a number of on-going projects can now be quickly located. The SharePoint server is available remotely allowing for the CM Division to integrate their daily work flow out in the field. An inspector can journalize and upload their journal/photos file directly into the SharePoint portal from the construction site. Built up the SharePoint server by adding as-built drawings for our different water systems into the Maps Portal. This is done in support of our GIS system.

The Department's Water Quality Reports, Consumer Confidence Report (CCR), compiling and creating report in conjunction with the Water Quality Division and sending out notification to consumers when the report is available.

IT Plan

I.T. developed a Long Term Strategic Plan in the previous fiscal year. The IT Plan established 10 tasks to be implemented over the course of 6 years. It should be noted that I.T. will be hiring a consultant to assist in updating the IT Strategic Plan and also assist in implementing the final project(s) left in our current I.T. plan.

Task 1: Redevelop Chart of Accounts and Re-Implement Financial Information System

Completed in FY2015

Task 2: Relax Internet Access Restrictions

Completed in FY2014

Task 3: Migrate to SharePoint for Document and Project Management

Project Management:

We are currently implementing a Project Management System with an application called PM Web. We are hopeful that the GO Live date will be at the end of FY 2018.

Document Imaging:

In the area of Document Imaging, we completed exporting all the images and migrating them to our SharePoint System. With the amount of documents migrated, this caused less than desired results when retrieving. The main focus groups were Engineering and Fiscal.

SharePoint was upgraded from version 2010 to version 2016. Training was provided for the Engineering group and information is now being uploaded into SharePoint.

We are finalizing the Fiscal group documents and will provide training before the end of FY2018.

Task 4: Develop Web Based GIS Viewer and Map Layers

This task entails developing a web based GIS viewer and map layers. IT has been putting in time to develop the map layers. A GIS Water Models was developed for nine Water Systems with 1 systems remaining.

These GIS models are being created to have maps accessible in the field and to be integrated into our system applications in the future.

When necessary, IT staff provided GIS provided support throughout the Department.
Whether creating maps for special requests or creating maps for new water projects and shut down areas, IT is involved. Support was also provided to the Fire Department in offering our hydrant layers as they become available.

Task 5: Develop Capabilities for Asset based Work Orders
I.T. will be hiring a consultant to assist in updating the IT Strategic Plan and also assist in implementing the Asset Management Software.

Task 6: Automate SOPs for Routine Work

Task 7: Use Computer-aided Map and Drawing Maintenance Tools

Task 8: Upgrade Wonderware and Servers (SCADA Network)
Completed in FY2014

Task 9: Develop KPI Reports

Task 10: Upgrade I.T. infrastructure & Expand I.T. Support
We completed in FY2017 an upgrade of our data center, complete with replication.

However, upgrading our infrastructure is on-going and is done on an as needed basis. Among other things, we will be upgrading our web filter appliance in the next fiscal year.

During FY2018, our phone system was upgraded.

Account	Description	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget (Approved)	FY 2016- 2017 Actual	FY 2017-2018 Budget (Approved)	FY 2017 - 2018 YTD Actual As of 1/31/2018	FY 2018-2019 Proposed Budget
Water Utility Fund								
10-02-10-540-010	WU/IT/Admin/ Professional Services	$ 168,675	$ -	$ -	$ 2,600	$ 710,000	$ 694,521	$ 160,000
10-02-10-543-000	WU/IT/Admin/Communication Services	$ 69,039	$ 69,786	$ 79,500	$ 82,517	$ 79,200	$ 45,065	$ 82,260
10-02-50-543-000	WU/IT/Power/Pump/Communication Services	$ -	$ -	$ -	$ -	$ -	$ -	$ 38,100
10-02-10-544-000	WU/IT/Admin/Freight and Postage Services	$ 143	$ 24	$ 3,000	$ -	$ 500	$ -	$ 500
10-02-10-545-000	WU/IT/Admin/Rentals and Leases	$ 29,644	$ 29,223	$ 45,000	$ 24,697	$ 30,000	$ 20,253	$ 30,175
10-02-10-561-000	WU/IT/Admin/Repairs and Maintenance - Other than Water System	$ 128,227	$ 97,639	$ 571,960	$ 486,797	$ 462,760	$ 80,743	$ 555,250
10-02-10-563-000	WU/IT/Admin/Operating Supplies	$ 81,444	$ 59,461	$ 68,000	$ 66,131	$ 58,000	$ 17,831	$ 61,000
10-02-10-570-010	WU/IT/Admin/Books, Publications, Subscriptions, and Memberships	$ -	$ 118	$ 500	$ -	$ 500	$ -	$ 500
10-02-10-571-010	WU/IT/Admin/Training and Development	$ 8,142	$ 3,808	$ 12,000	$ 9,363	$ 12,000	$ 701	$ 12,000
10-02-10-572-010	WU/IT/Admin/Travel and Per Diem	$ 2,273	$ 20	$ -	$ -	$ -	$ -	$ -
	OPERATING EXPENSES	**$ 487,587**	**$ 260,080**	**$ 779,960**	**$ 672,106**	**$ 1,352,960**	**$ 859,116**	**$ 939,785**
10-02-00-604-999	WU/IT/Capital Outlay - Rehablitation and Replacement/Capital Purchases	$ 30,174	$ 326,638	$ 715,175	$ 50,588	$ 711,800	$ 162,159	$ 450,500
10-02-00-605-999	WU/IT/Capital Outlay - Expansion/Capital Purchases	$ -	$ -	$ -	$ 35,567	$ 20,000	$ -	$ 190,000
	SUMMARY OF CAPITAL PURCHASES	**$ 30,174**	**$ 326,638**	**$ 715,175**	**$ 86,155**	**$ 731,800**	**$ 162,159**	**$ 640,500**
	SUMMARY OF OPERATING EXPENSES	$ 487,587	$ 260,080	$ 779,960	$ 672,106	$ 1,352,960	$ 859,116	$ 939,785
	SUMMARY OF CAPITAL PURCHASES	$ 30,174	$ 326,638	$ 715,175	$ 86,155	$ 731,800	$ 162,159	$ 640,500
	OPERATING EXPENSES PLUS CAPITAL OUTLAY	**$ 517,761**	**$ 586,718**	**$ 1,495,135**	**$ 758,261**	**$ 2,084,760**	**$ 1,021,275**	**$ 1,580,285**

TOTAL: WU/IT/Admin/ Professional Services	**$168,675**	**$0**	**$0**	**$2,600**	**$710,000**	**$694,521**	**$160,000**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016 - 2017 Actual	FY 2017-2018 Budget	FY 2017 - 2018 YTD Actual As of 1/31/2018	FY 2018-2019 Proposed Budget
CC&B Upgrade Consultant Work	Upgrade from Version 2.4.0.3 to most current version of 2.5.x.x - **Maui's share = 50% of $640,000; shown as miscellaneous revenues in the budget. Full amount is requested in the budget so that DOW can proceed with procurement without having to wait for Maui's portion. Maui's payment will be credited to this account.**					$640,000	$640,000	$0
As-Needed Technical Support for Oracle Cloud Service, Billing Insight, Field Service Management, and Customer Care & Billing						$20,000		$20,000
As-Needed Technical Support						$50,000	$54,521	$50,000
Review & Update ot IT Strategic Plan								$80,000
Financial System Upgrade	Upgrade of Microsoft GP from GP2013 to GP2018 and upgrade of Paramount WorkPlace							$10,000

TOTAL: WU/IT/Admin/Communication Services **$69,039 $69,786 $79,500 $82,517 $79,200 $45,065 $82,260**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016 - 2017 Actual	FY 2017-2018 Budget	FY 2017 - 2018 YTD Actual As of 1/31/2018	FY 2018-2019 Proposed Budget
Frame Relay (128K)	Monthly charge of 225 x 12			$3,000		$3,000	$1,084.50	$2,700
Frame Relay (56K)	Monthly charge of 115 x 12			$1,500		$1,500	$517.21	$1,380
Main Telephone Lines	Monthly charge of 450 x 12			$6,000		$6,000	$2,022.06	$5,400
Bandwidth	Monthly charge of 2500 x 12			$31,200	$38,362.00	$31,200	$11,718.70	$30,000
Microlab Elevator; Panic Button; Fire Alarm - 2nd Line New Building; Elevator New Building; Fire Alarm 1st line New Building	Monthly 315 x 12 months			$600		$600	$1,018.82	$3,780
Ops Fax Line; Microlab Fire Alarm; Fax Machine	Monthly 150 x 12 months						$630.78	$1,800
Fax for New Building - 1st Floor Office	Monthly 50 x 12 months			$600		$600	$220.16	$600
Fire Alarm 2 Lines - Ops	Monthly 90 x 12 months						$420.52	$1,080
Frame Relay (AS400)	Monthly charge of 115 x 12			$1,500		$1,500	$517.20	$1,380
Internet Connection	Monthly charge of 600 x 12 (RR)			$4,200	$5,982.00	$6,600	$4,065.53	$7,200
Lavanet	Monthly charge of 275 x 12			$3,600	$2,787.75	$3,600	$1,772.75	$3,300
Long Distance Charges	Monthly 120 x 12 months			$1,200	$1,174.00	$1,200	$630.62	$1,440
Cellular Phone (Office, includes cell phones, Ipads, and Mobile Hot Spots; Telemetrey for SCADA)	Monthly 1850 x 12 months - This cost is only for monthly services. Any replacement/new equipment and/or accessories will come from IT's Operating Budget line item.			$19,200	$16,755.35	$19,200	$10,840.01	$22,200
DOW hotspot - combined with Internet Connection	Monthly 200 X 12 (HOTSPOT For Employees to connect their personal devices to)			$2,400		$0		
contingency				$0				
Fax for Administration	Monthly 50 x 3 months			$150		$0	These line items have been combined with the phone listing above for easier accounting	
Fax for Main Office	Monthly 50 x 3 months			$150		$0		
Microlab Fire Alarm	Monthly 150 x 12 months			$1,800		$1,800		
Office Alarm Circuit	Monthly 100 x 12 months			$1,200		$1,200		
Elevator Phone - New Building	Monthly 50 x 12 months			$600		$600		
Fire Alarm - New Building	Monthly 50 x 12 months			$600		$600		

TOTAL: WU/IT/Power/Pump/Communication Services 0 **$0** **$38,100**

Line Item	Notes	FY 2014-2015 Actual	FY 2015- 2016 Actual	FY 2016 - 2017 Budget	FY 2016 - 2017 Actual	FY 2017 - 2018 Budget	FY 2017 - 2018 YTD Actual As of 1/31/2018	FY 2018 - 2019 Proposed
Frame Relay (56K) R065	Monthly charge of 130 x 12							$1,560
SCADA Room	Monthly charge of 50 x 12							$600
Haena Connection	Monthly charge of 50 x 12							$600
Hanalei Connection	Monthly charge of 50 x 12							$600
SCADA Alarm	Monthly charge of 50 x 12							$600
Auto Dialer - Lihue	Monthly charge of 50 x 12							$600
Lawai #2	Monthly charge of 50 x 12							$600
Kekaha - Paua	Monthly charge of 50 x 12							$600
Auto Dialer - Kilauea	Monthly charge of 50 x 12							$600
SCADA Submaster - Kilauea	Monthly charge of 50 x 12							$600
Hanamaulu Tank Circuit	Monthly charge of 30 x 12							$360
Frame Relay (56K) Ornellas	Monthly charge of 115 x 12							$1,380
Frame Relay (56K) Kalaheo	Monthly charge of 130 x 12							$1,560
Frame Relay (56K) Koloa	Monthly charge of 130 x 12							$1,560
Frame Relay (56K) Nonou	Monthly charge of 130 x 12							$1,560
Frame Relay (56K) Eleele	Monthly charge of 130 x 12							$1,560
Frame Relay (56K) Kekaha/Waimea	Monthly charge of 130 x 12							$1,500
Frame Relay (56K) Kilauea	Monthly charge of 130 x 12							$1,560
Haena Well Connection	Monthly charge of 500 x 12							$600
Waipao/Kekaha Connection	Monthly charge of 30 x 12							$360
Paua/Kekaha Connection	Monthly charge of 30 x 12							$360
Cell phones for standby personnel	Cell Phone for Operations Personnel (23 personnel, 3 for alarm surges); Monthly 1850 x 12 months - This cost is only for monthly services. Any replacement/new equipment and/or accessories will come from IT's Operating Budget line item							$18,000
DSL Service for employee to access SCADA from home	1 DSL Services							$780
	MOVED FROM OPERATIONS BUDGET TO IT FOR BETTER ACCOUNTABILITY							

TOTAL: WU/IT/Admin/Freight and Postage Services **$143** **$24** **$3,000** **$0** **$500** **$0** **$500**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016 - 2017 Actual	FY 2017-2018 Budget	FY 2017 - 2018 YTD Actual As of 1/31/2018	FY 2018-2019 Proposed Budget
Shipping Leased Computers				$ 2,000		$ -		$ -
Shipping of hardware for fixing				$ 1,000		$ 500		$ 500

TOTAL: WU/IT/Admin/Rentals and Leases **$29,644 $29,223 $45,000 $24,697 $30,000 $20,253 $30,175**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016 - 2017 Actual	FY 2017-2018 Budget	FY 2017 - 2018 YTD Actual As of 1/31/2018	FY 2018-2019 Proposed Budget
Copier Leases				$40,000	$24,109	$25,000		$25,000
Postage Machine/Scale Feeder				$5,000	$416	$5,000		$5,000
Contingencies								
Safe Deposit Box					$172			$175

TOTAL:	WU/IT/Admin/Repairs and Maintenance - Other than Water System	**$128,227**	**$97,639**	**$571,960**	**$486,797**	**$462,760**	**$80,743**	**$555,250**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016 - 2017 Actual	FY 2017-2018 Budget	FY 2017 - 2018 YTD Actual As of 1/31/2018	FY 2018-2019 Proposed Budget
OCE Printer/Scanner				$ 5,200	$ 5,634.84	$ 5,200	$ 6,198.44	$ 6,250
HP Printers				$ 3,500	pending invoice	$ 3,500	$ 2,540.00	$ 3,500
Firewall				$ 5,000		$ 5,000	$ -	$ 5,000
Dell Kace				$ 2,500	$ 3,854.14	$ 2,500	$ -	$ 2,500
AMR Software/Trimble Handhelds (Badger)	Handhelds for Meter Readers			$ 7,000	pending invoice	$ 7,000	$ 3,844.99	$ 9,000
Anti-Virus				$ 7,000	$ 3,854.00	$ 7,000	$ 2,257.52	$ 5,000
ESRI				$ 2,500	$ 260.42	$ 2,500	$ 260.42	$ 2,500
Great Plains	Maintenance & Support			$ 12,000	pending contract	$ 12,000	$ 9,947.86	$ 12,000
Citrix (Go to Assist/Meeting)				$ 2,000	$ 1,847.04	$ 2,000	$ -	$ 2,000
XC2				$ 1,300	$ 960.00	$ 1,300	$ 960.00	$ 1,300
MPET/MMIS				$ 20,000	$ 7,250.00	$ 20,000	$ 13,575.00	$ 20,000
AutoCAD				$ 5,500		$ 5,500	$ 2,816.06	$ 5,500
Go Exchange				$ 3,500		$ 3,500	$ -	$ 3,500
IP Switch				$ 1,000		$ 1,000	$ -	$ 1,000
VoIP Phone				$ 12,000	$ 9,843.09	$ 12,000	$ 12,618.87	$ 13,000
Team				$ 500		$ 500	$ -	$ 500
SSL Certifcate				$ 810		$ 810	$ 228.24	$ 800
Paramount	Maintenance & Support			$ 3,000	pending review of	$ 3,000	$ -	$ 3,000
Websense				$ 4,000	$ 8,511.95	$ 4,000	$ -	$ 4,000
Terrago				$ 500		$ 500	$ -	$ 500
Fire Suppression Systems	Fenwall FM-200 Fire Suppression System			$ 1,500		$ 1,500	$ 405.54	$ 3,000
Backup							$ 3,293.98	
Egnyte							$ 2,700.00	
Project Management Software				$40,000		$40,000	$ -	$ 40,000
Oracle Cloud Services	BI, FSM, Interfaces, Storage - **Maui's share = 62.5% of $284,500 shown as miscellaneous revenues in the budget. Full amount is requested in the budget so that DOW can proceed with procurement without having to wait for Maui's portion. Maui's payment will be credited to this account.**			$284,500	$ 26,403.00	$284,500	$ -	$284,500
Customer Care & Billing License	Kauai License					$30,000	$ -	$30,000
Innovyze						$4,000	$ -	$4,000
Beacon Subscription Fee	Orion Cellular Fee ($0.89 per meter per month) For MK01 - MK06 Areas			$88,600	$ 240.00	$0	$ -	$ 88,600.00
Maintenance/Troubleshooting	Various As-Needed Technical Support			$ 35,000	$ 19,513.13	$ -	$ -	$ -
Water CAD				$ 6,600	$ 3,469.16	$ -	$ -	$ -
Busch Consulting - Hours	firewall block of hours			$ 13,000		$ -	$ -	$ -
Stellent							$ -	$ -
Office Watch - Metropolis				$ 650	$ 913.00	$ 650	$ -	$ -
Canon Scanner				$ 1,300		$ 1,300	$ -	$ 1,300
Adobe Subscription	Annual Subscription							$ 3,000
Trimble Handhelds (Badger)	Handhelds for Meter Readers			$ 2,000	pending invoice	$ 2,000		

TOTAL: WU/IT/Admin/Operating Supplies **$81,444 $59,461 $68,000 $66,131 $58,000 $17,831 $61,000**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016 - 2017 Actual	FY 2017-2018 Budget	FY 2017 - 2018 YTD Actual As of 1/31/2018	FY 2018-2019 Proposed Budget
Computer Supplies	Software, storage devices, toner, etc			$ 45,000	$ 23,219	$ 40,000		$ 40,000
Computer Hardware	Printers, external hard drives, etc			$ 15,000	$ 17,816	$ 10,000		$ 10,000
Paper for Oce & Large Format Printers	*			$ 8,000	$ 5,628	$ 8,000		$ 8,000
Replacement of cell phone equipment	Hardware and Accessories							$3,000

TOTAL:	WU/IT/Admin/Books, Publications, Subscriptions, and Memberships	**$0**	**$118**	**$500**	**$0**	**$500**	**$0**	**$500**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016 - 2017 Actual	FY 2017-2018 Budget	FY 2017 - 2018 YTD Actual As of 1/31/2018	FY 2018-2019 Proposed Budget
Books/Magazines/Subscriptions	Computer Books and Magazines			$500		$500		$500

TOTAL: WU/IT/Admin/Training and Development		**$8,142**	**$3,808**	**$12,000**	**$9,363**	**$12,000**	**$701**	**$12,000**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016 - 2017 Actual	FY 2017-2018 Budget	FY 2017 - 2018 YTD Actual As of 1/31/2018	FY 2018-2019 Proposed Budget
IT Training	Training for IT Personnel (I.T. responsible for several new applications and requesting for formal training to better support staff, including and not limited to: Great Plains, SQL Server, and SharePoint.) Each Training cost is approximately $6000.00, which includes, Registration, All Travel Costs, PerDiem, etc.			$12,000	$9,363	$12,000	$701	$12,000

TOTAL: WU/IT/Admin/Travel and Per Diem **$2,273 $20 $0 $0 $0 $0 $0**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016 - 2017 Actual	FY 2017-2018 Budget	FY 2017 - 2018 YTD Actual As of 1/31/2018	FY 2018-2019 Proposed Budget
	Per Diem is part of Training & Development							

TOTAL:	WU/IT/Capital Outlay - Rehablitation and Replacement/Capital Purchases	**$30,174**	**$326,638**	**$715,175**	**$50,588**	**$711,800**	**$162,159**	**$450,500**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016 - 2017 Actual	FY 2017-2018 Budget	FY 2017 - 2018 YTD Actual As of 1/31/2018	FY 2018-2019 Proposed Budget
Audio Equipment	Replacement of Board Recording System							$20,000
Replacement of Websense Appliance								$15,000
Implementation of New Project Management Software	IT Strategic Plan			$279,300		$279,300	$162,159	$0
Microfilm to Image Conversion				$20,000		$0		
Purchase of an Asset Management System				$110,875		$317,500		$317,500
Purchase of New/Replacement Computer				$80,000	$50,588	$80,000		$80,000
Virtual Desktops				$225,000		$0		$0
Phone System	Upgrade phone system					$35,000		$0
Computer Purchase	5 replacement computers for WRP staff							$18,000

TOTAL:	WU/IT/Capital Outlay - Expansion/Capital Purchases	**$0**		**$0**	**$35,567**	**$20,000**	**$0**	**$190,000**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016 - 2017 Actual	FY 2017-2018 Budget	FY 2017 - 2018 YTD Actual As of 1/31/2018	FY 2018-2019 Proposed Budget
Develop Web based GIS viewer and mapping layers	IT Strategic Plan - Continuous Developing layers in-house			$0	$35,567			$190,000
Customized Search Feature for SharePoint						$20,000	$0	

Water Quality Division

Program Budget - FY 2018 – 2019

Water Quality Division:
The Water Quality Division oversees all the activities relating to meeting the requirements of the Environmental Protection Agency's Safe Drinking Water Act (SDWA). This includes both the microbial and chemical aspects of the regulation. The division also provides support to other divisions to insure the water is safe to drink. Also, the Water Quality Lab provides customer service in relation to water quality issues.

Program Description:
The Water Quality Division is responsible for all the activities that help insure that the water that The Kauai Department of Water (KDOW) provides to its customers meets all the requirements of the SDWA.
The Water Quality Lab also monitors source water quality which is also helpful to operations.
The Water Quality Lab handles water quality complaints
Special studies to support the development of projects like the surface water treatment plant are also the division's responsibility.

Program Projects:

1. Testintg for the reactivation of water sources. Koloa Well B and Piwai Well 3 with Kekaha Shaft a possibility. Estimate cost at $10,000.

2. LT2 testing for Surface Water Treatment Plant. Estimate cost at $2,000.

3. Phase II,V Sampling for 2017-2019 period. Estimate cost at $28,000.

4. UCMR 4 Sampling and testing for FY 2018-2019. Estimate cost at $21,600.

5. Miscellaneous chemical testing. Estimate cost at $2,000.

6. Disinfection Byproduct sampling is continuous.

7. Nitrate sampling is continuous.

8. Total Coliform Rule microbiological sampling is continuous.

9. Maintaining State certification to perform microbiological analysis in house is continuous.

10. Weekly monitoring of surface water zone of mixing is continuous.

11. Microbiological Monitoring of sources going on line after extended periods. As needed.

12. Sampling and analysis to determine baseline physical water quality of sources continuous.

13. Safe Drinking Water Information System (SDWIS) operational. It allows our Lab to share data and plan sampling schedules. Currently in use with excellent result.

14. Sample Reservation and Collection System (SCRS) allows the Lab to schedule sampling with the State Laboratory and follow sample processing. Currently in use with excellent result.

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Program Measures	FY 2016-2017 (actual)	FY 2017-2018 (actual)	FY 2018-2019 (estimate)
Microbiological Samples	1200	1375	1450

Lead and Copper Samples	122	45	170
Water Quality Complaints	75	40	75
Phase 2-5 Testing for 2014-2016	Completed	Completed	21
UCMR3	System 434 SE1 and SE2 50% complete	System 400 SE1 and SE2 complete	Make up samples as wells come back online
UCMR4			144(10 x 14)AM1&2 Sys 434 4 AM3 Sys 400
LT2 Crytosporidium monitoring	3	12	9
Radionuclide Testing		Completed	3

Account	Description	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual	FY 2018-2019 Proposed
Water Utility Fund								
10-10-40-540-010	WU/Qual/Purification/Professional Services - General	$ 61,372	$ 79,673	$ 30,000	$ 7,448	$ 30,000	$ 5,610	$ 63,600
10-10-40-544-000	WU/Qual/Purification/Freight and Postage Services	$ 1,903	$ 1,300	$ 2,500	$ 338	$ 1,500	$ 235	$ 3,000
10-10-40-561-000	WU/Qual/Purification/Repairs and Maintenance - Other than Water System	$ 1,896	$ 1,475	$ 2,350	$ 1,464	$ 2,000	$ 1,272	$ 2,000
10-10-40-563-000	WU/Qual/Purification/Operating Supplies	$ 13,613	$ 14,002	$ 15,000	$ 6,868	$ 15,000	$ 3,709	$ 15,000
10-10-40-570-010	WU/Qual/Purification/Books, Publications, Subscriptions, and Memberships	$ -	$ -	$ 500	$ -	$ -	$ -	$ -
10-10-40-571-010	WU/Qual/Purification/Training and Development	$ 229	$ -	$ 3,500	$ -	$ 3,500	$ -	$ 1,500
	OPERATING EXPENSES	79,013	96,451	53,850	16,119	52,000	10,826	85,100
10-10-40-604-999	WU/Qual/Purification/Capital Outlay - Replacement	$ -	$ -	$ -	$ -	$ -	$ -	$ 37,000
10-10-40-605-999	WU/Qual/Purification/Capital Outlay - Expansion/Equipment	$ 5,220	$ -	$ -	$ -	$ -	$ -	$ -
	CAPITAL PURCHASES	$ 5,220.49	$ -	$ -	$ -	$ -	$ -	$ 37,000.00
	SUMMARY OF OPERATING EXPENSES	$ 79,013	$ 96,451	$ 53,850	$ 16,119	$ 52,000	$ 10,826	$ 85,100
	SUMMARY OF CAPITAL OUTLAY	$ 5,220	$ -	$ -	$ -	$ -	$ -	$ 37,000
	OPERATING EXPENSES PLUS CAPITAL OUTLAY	**$ 84,234**	**$ 96,451**	**$ 53,850**	**$ 16,119**	**$ 52,000**	**$ 10,826**	**$ 122,100**

TOTAL:	WU/Qual/Purification/Professional Services - General	**$61,372**	**$79,673**	**$30,000**	**$7,448**	**$30,000**	**$5,610**	**$63,600**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 YTD Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual as of 1/31/18	FY 2018-2019 Proposed
Water sample testing services (Contract Lab Services)	EPA-mandated UCMR4			$30,000		$30,000		$21,600
SDWA Testing - Phase 2/5	EPA-mandated compliance monitoring							$28,000
Misc. SDWA Testing	EPA-mandated compliance monitoring							$2,000
Long Term 2 ESWTR	EPA-mandated compliance monitoring							$2,000
Repaired Well Testing	EPA and DOH mandated							$10,000

TOTAL: WU/Qual/Purification/Freight and Postage Services **$1,903 $1,300 $2,500 $338 $1,500 $235 $3,000**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 YTD Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual as of 1/31/18	FY 2018-2019 Proposed
Shipping samples	24 shipments of $100 each (shipping samples to contract lab)			$2,500		$1,500		$3,000
Shipping equipment for calibration								

TOTAL:	WU/Qual/Purification/Repairs and Maintenance - Other than Water System	**$1,896**	**$1,475**	**$2,350**	**$1,464**	**$2,000**	**$1,272**	**$2,000**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 YTD Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual as of 1/31/18	FY 2018-2019 Proposed
Autoclave maintenance and repairs	Annual inspection and contingency for possible repair			$2,350		$2,000		$2,000

TOTAL: WU/Qual/Purification/Operating Supplies **$13,613 $14,002 $15,000 $6,868 $15,000 $3,709 $15,000**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 YTD Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual as of 1/31/18	FY 2018-2019 Proposed
Lab supplies	Sample bottles, reagents, media			$15,000		$15,000		$15,000
Water Quality Reports (CCR's)	Preparation & Mailing of Annual Water Quality Reports Notices							

TOTAL:	WU/Qual/Purification/Books, Publications, Subscriptions, and Memberships	**$0**	**$500**		**$0**		**$0**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 YTD Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual as of 1/31/18	FY 2018-2019 Proposed
Standard Methods Book	Need to update; the current book is out of date			$500				

TOTAL: WU/Qual/Purification/Training and Development **$229** **$0** **$3,500** **$0** **$3,500** **$0** **$1,500**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 YTD Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual as of 1/31/18	FY 2018-2019 Proposed
Training classes	SDOH & EPA rules and regulations and lab data management			$3,500		$3,500		$1,500

TOTAL: WU/Qual/Purification/Capital Outlay - Replacement **$0 $0 $0 $0 $0 $0 $37,000**

Line Item	Notes	FY 2014-2015 Budget	FY 2014-2015 Budget	FY 2015-2016 Budget	FY 2015-2016 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual as of 1/31/18	FY 2017-2018 Proposed
Ice Machine	Contract lab is requiring us to ship samples with ice packs because samples have been coming in too warm to be suitable for testing. Planning a 60 pound per day machine (smallest size made)	$0	$0			$0		
Lab Vehicle	Current SUV is 12 years old with almost 90K miles.							$37,000

TOTAL: WU/Qual/Purification/Capital Outlay - Expansion/Equipment **$5,220** **$0** **$0** **$0** **$0** **$0**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 YTD Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual as of 1/31/18	FY 2018-2019 Proposed
				$0	$0	$0		

Engineering Division

Program Budget - FY 2018- 2019

Engineering Division:

The Engineering Division is responsible for the design of water projects such as reservoirs, pumping facilities and pipelines by planning, contracting for design, and conducting design review for water system improvements funded by the Department as outlined in Water Plan 2020. The Engineering Division is also responsible for the design review and approval of water facilities by private parties for dedication to the Department.

There are five permanent positions budgeted for the Engineering division for FY 2017 – 2018. As of March 2018, of the five positions, two positions are filled. The filled positions include a CE VI, and a CE III. The vacant positions include two CE V's and a CE II.

The Special Projects and the Engineering Design & Construction divisions of the Department were reorganized in late 2012, into the Engineering Division and the Construction Management Division. The Engineering Division duties were changed to no longer oversee the construction and construction inspection of new projects.

Program Description:

The Engineering Division administers the majority of the Capital Improvement Projects (CIP) and Rehabilitation and Replacement Projects (R&R) and provides engineering services to the Operations Division during emergencies.

The Engineering Division administers engineering consultant contracts, evaluates the feasibility of pipeline alignments and sites for water facilities, and prepares plans, specifications, and bid documents for the construction of new water facilities. The Division performs all necessary construction plan review for Water Plan 2020 projects.

The Engineering Division maintains the Water System Standards, provides service to private developers who design and build water system improvements that will be dedicated to the County by performing construction plan review for water facilities that are being dedicated to the County.

Program Objectives:

2. Improve the water facilities infrastructure by providing new well sources, storage tanks and waterlines through its CIP Program as assigned.

2. Maintain and upgrade existing water facilities through the Rehabilitation and Replacement (R&R) Program as assigned.

3. Oversee the design and integration of privately constructed water system improvements, as assigned, that are dedicated into the Department's system

4. Provide engineering services to ensure the design of the water facilities are done in accordance with the Water System Standards of the Department.

Program Highlights:

1. During fiscal year 2017-2018, the Engineering Division initiated and continued the design of new CIP and R&R projects as part of our overall effort to address capacity deficiencies and aging infrastructure issues in our water systems. Progress has been made on projects from previous years.

Planning and/or Design is proceeding and/or continues for the following projects:

- *Anini and Kalihiwai Road Pipeline Improvements – Phase 1*
- *Kilauea 1.0 MG Tank & Connecting Pipeline*
- *Kapa'a Homesteads 1.0 MG Tank (Two 0.5 MG Tanks) & Connecting Pipeline*
- *U.H.Experimental Station 0.25 MG Tank & Connecting Pipeline*
- *Kalaheo Water System Improvements Package A - 0.5 MG Yamada Reservoir*
- *Kalaheo Water System Improvements Package B - 0.1 MG Clearwell Reservoir*
- *Kalaheo Water System Improvements Package C – Water Main Installation*
- *Kalaheo Water System Improvements Package D – Yamada Well*
- *Ha'ena 0.2 MG Storage Tank (144') Project*
- *Land and Well Acquisition, Moloa'a & Waimea*
- *Moloa'a 0.1 MG Tank*
- *Lawai-Omao (Koloa Rd.) Waterline Replacements(on hold)*

- *Hanalei Well No. 2*
- *Rehabilitate Paua Valley Tank #1 0.5 MG*
- *Abandon Hanamaulu Wells No. 1 and No. 2*
- *Kukuiolono 0.5 MG Tank*
- *Kapaia Cane Haul Rd. 18" Water Line*
- *Drill and Test Wainiha Well #4*
- *Kilauea Wells No. 1 & 2 Motor Control Center Replacement*
- *Drill and Develop New Kilauea Well No. 3*
- *Maalo Road easement*

The design was completed for the following projects:

- *Re-design for Drill and Test Kapa'a Homesteads Well #4*
- *Reorganize Water System: Kaumuali`i Highway 16 Inch main and Emergency Booster Pump Connection*
- *Reorganize Water System: Hanapepe Road 6-Inch main Replacement Hanapepe-Ele`ele Water System*
- *Kapa`a Homesteads 325' Tanks Two 0.5 MG tanks Package A – Well and Drainage Package*
- *Re-design for the Weke, Anai, Mahimahi and He'e Road Water line.*

In addition, consultants were selected for the following projects:

- *Kuhio Hwy (Hardy – Oxford) 16" Main Replacement*

PROGRAM MEASURES	FY 2016-2017 (estimate)	FY 2017-2018 (estimate)	FY 2018-2019 (estimate)
1. Number of DOW Projects (in design only)	24	22	20
Approximate Design Cost:	$6,000,000	$6,000,000	$4,500,000
2. Private Developer Water Projects (design only)	40	35	35

Account	Description	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual	FY 2018-2019 Proposed Budget
	OPERATING EXPENSES							
10-20-10-540-010	WU/Eng/Admin/Professional Services	$ 173,528	$ 141,545	$ 455,011	$ 111,932	$ 605,000	$ 98,857	$ 425,000
10-20-10-563-000	WU/Eng/Admin/Operating Supplies	$ 4	$ 13	$ 300	$ 115	$ 300	$ 315	$ 300
10-20-10-570-010	WU/Eng/Admin/Books, Publications, Subscriptions, and Memberships	$ -	$ 16	$ 200	$ -	$ 200	$ -	$ 200
10-20-10-571-010	WU/Eng/Admin/Training and Development	$ 809	$ 390	$ 1,130	$ 705	$ 1,130	$ 705	$ 1,130
10-20-10-572-010	WU/Eng/Admin/Travel and Per Diem	$ 478	$ 2,575	$ 3,760	$ 20	$ 3,760	$ 2,357	$ 3,760
10-20-10-573-010	WU/Eng/Admin/Meeting Expense	$ -	$ -	$ 450	$ 254	$ 450	$ -	$ 1,050
	SUMMARY OF OPERATING EXPENSES	**$ 174,819.25**	**$ 144,539.81**	**$ 460,851.00**	**$ 113,025.60**	**$ 610,840.00**	**$ 102,234.30**	**$ 431,440.00**

	CAPITAL OUTLAY	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017 - 2018 Budget	FY 2017-2018 Actual	FY 2018 - 2019 Proposed
	Water Utility Fund							
10-20-00-604-000	WU/Eng/AdminCapital Outlay - Rehablitation and Replacement/Capital Purchases	$ -	$ 97,779	$ 350,009	$ 13,994	$ 450,800	$ 269,233	$ 20,000
	Water Utility Fund - Capital Outlay	**$ -**	**$ 97,779**	**$ 350,009**	**$ 13,994**	**$ 450,800**	**$ 269,233**	**$ 20,000**
	FRC Fund							**$ -**
20-20-00-605-000	FRC/Eng/Admin/Capital Outlay - Expansion/Capital Purchases			$ 455,015	$ 33,657	$ 534,200	$ -	$ -
	FRC Fund - Capital Outlay			**$ 455,015**	**$ 33,657**	**$ 534,200**	**$ -**	**$ -**
	BAB Fund							
30-20-00-605-000	BAB/Eng/Admin/Capital Outlay - Expansion/Capital Purchases			$ 50,001	$ -	$ -	$ -	$ -
	BAB Fund - Capital Outlay			**$ 50,001.00**	**$ -**	**$ -**	**$ -**	**$ -**
10-20-00-604-000	**Water Utility Fund**		$ 97,779	$ 350,009	$ 13,994	$ 450,800	$ 269,233	$ 20,000
20-20-00-605-000	**FRC Fund**		$ -	$ 455,015	$ 33,657	$ 534,200	$ -	$ -
30-20-00-605-000	**BAB Fund**		$ -	$ 50,001	$ -	$ -	$ -	$ -
	SUMMARY OF CAPITAL OUTLAY		**$ 97,778.72**	**$ 855,025.00**	**$ 47,650.98**	**$ 985,000.00**	**$ 269,233.48**	**$ 20,000.00**

TOTAL: WU/Eng/Admin/Professional Services		**$173,528**	**$141,545**	**$455,011**	**$111,932**	**$605,000**	**$98,857**	**$425,000**
Line Item	**Notes**	**FY 2014- 2015 Actual**	**FY 2015- 2016 Actual**	**FY 2016 - 2017 Budget**	**FY 2016 - 2017 Actual**	**FY 2017 - 2018 Budget**	**FY 2017 - 2018 YTD Actual as of 1/31/18**	**FY 2018 - 2019 Proposed**
Title searches	title searches, as needed			$25,000		$25,000		$25,000
Kukuiolono Tank Site exchange	Site assessment for hazardous materials, demolition of tank; this is a precondition of the land swap needed for ongoing capital project to design a new tank			$50,000		$50,000		$100,000
Design services for emergency generators housing structures at remote sites	Engineering design for structures at remote sites to protect portable emergency generators; emergency generator evaluation for SWTP -P.E.R. only Phase I (budget was moved from Operations)	$0	$0	$0		$0		$300,000
Preliminary Engineering Report, EA	Drill and Develop Kilauea Well #3			$70,000		$70,000	$0	
Preliminary Engineering Report	Rehabilitate Puupilo Steel Tank			$1				
Preliminary Engineering Report, EA	Kuhio Highway (Hardy to Oxford) Main Replacement			$1		$120,000		
Preliminary Engineering Report	Moloaa System Study			$1				
Preliminary Engineering Report, EA	hanapepe stream crossing			$0		$150,000		
PER, Soil investigation, EA	UH Experiment Station Tank			$130,000		$130,000		
PER, site location, hydraulic analysis, feasibility, EA	Poipu Tank 1.0 MG tank			$1		$0		
PER; site location, hydraulic analysis, feasibility, EA	Wailua Homesteads 538 1.0 MG Tank			$1		$0		
Preliminary Engineering Report	Island wide study for suitable well sites			$1		$0		
Preliminary Engineering Report, EA	PLH-36 SWTP expansion			$1		$0		
Preliminary Engineering Report, EA	Makanui and Kuai Road Main Replacement			$1		$0		
Preliminary Engineering Report, EA	Hoona, Hoone, Pane Road Main Replacement			$1		$0		
Preliminary Engineering Report	KP-14a Koloa 6" and 12" main replacement and additonal area			$1		$0		
PER/Feasibility	Paua Valley tank repair			$60,000		$60,000		
Preliminary Feasibility Report, EA	Kuhio Hwy (N. Papaloa to Waikaea Canal) Main Replacement			$1				
Surveying	As-needed surveying services			$30,000				
Preliminary Engineering report	Kilauea Wells MCC			$90,000				

TOTAL: WU/Eng/Admin/Operating Supplies

		$4	**$13**	**$300**	**$115**	**$300**	**$315**	**$300**
Line Item	**Notes**	**FY 2014- 2015 Actual**	**FY 2015- 2016 Actual**	**FY 2016 - 2017 Budget**	**FY 2016 - 2017 Actual**	**FY 2017 - 2018 Budget**	**FY 2017 - 2018 YTD Actual as of 1/31/18**	**FY 2018 - 2019 Proposed**
misc supplies (eng & safety)			$13	$300	$115	$300		$300
misc supplies								

STOP -- Correct Sum at top if there are more than 40 line items

TOTAL: WU/Eng/Admin/Books, Publications, Subscriptions, and Memberships		**$0**	**$16**	**$200**	**$0**	**$200**	**$0**	**$200**
Line Item	**Notes**	**FY 2014- 2015 Actual**	**FY 2015- 2016 Actual**	**FY 2016 - 2017 Budget**	**FY 2016 - 2017 Actual**	**FY 2017 - 2018 Budget**	**FY 2017 - 2018 YTD Actual as of 1/31/18**	**FY 2018 - 2019 Proposed**
books/publications	General amount if a need is determined during the fiscal year.		$16	$200	$0	$200		$200

STOP -- Correct Sum at top if there are more than 40 line items

TOTAL: WU/Eng/Admin/Training and Development **$809 $390 $1,130 $705 $1,130 $705 $1,130**

Line Item	Notes	FY 2014- 2015 Actual	FY 2015- 2016 Actual	FY 2016 - 2017 Budget	FY 2016 - 2017 Actual	FY 2017 - 2018 Budget	FY 2017 - 2018 YTD Actual as of 1/31/18	FY 2018 - 2019 Proposed
Misc training costs	various training opportunites come up during the year that have costs associated with them.		$390	$1,130	$705	$1,130		$1,130

STOP -- Correct Sum at top if there are more than 40 line items

TOTAL: WU/Eng/Admin/Travel and Per Diem		**$478**	**$2,575**	**$3,760**	**$20**	**$3,760**	**$2,357**	**$3,760**
Line Item	**Notes**	**FY 2014- 2015 Actual**	**FY 2015- 2016 Actual**	**FY 2016 - 2017 Budget**	**FY 2016 - 2017 Actual**	**FY 2017 - 2018 Budget**	**FY 2017 - 2018 YTD Actual as of 1/31/18**	**FY 2018 - 2019 Proposed**
Conference Travel and Per Diem (Non AWWA/HWWA)	as needed; previously budgeted by Admin		$2,575	$3,760	$20	$3,760		$3,760

STOP -- Correct Sum at top if there are more than 40 line items

TOTAL: WU/Eng/Admin/Meeting Expense **$0 $0 $450 $254 $450 $0 $1,050**

Line Item	Notes	FY 2014- 2015 Actual	FY 2015- 2016 Actual	FY 2016 - 2017 Budget	FY 2016 - 2017 Actual	FY 2017 - 2018 Budget	FY 2017 - 2018 YTD Actual as of 1/31/18	FY 2018 - 2019 Proposed
Meeting supplies and travel expense	was previously budgeted by Admin			$450	$254	$450		$1,050

STOP -- Correct Sum at top if there are more than 40 line items

TOTAL:	WU/Eng/AdminCapital Outlay - Rehablitation and Replacement/Capital Purchases		$97,779	$350,009	$13,994	$450,800	$269,233	$20,000		

Line Item	Notes		FY 2015 - 2016 Actual	FY 2016 - 2017 Budget	FY 2016 - 2017 Payments	FY 2017 - 2018 Budget	FY 2017 - 2018 YTD Actual as of 1/31/18	FY 2018 - 2019 Proposed	New Request?	ANTICIPATED NTP
10-20-00-604-000	Permit Fees							$ 20,000		
10-20-00-604-001	KW-07 Paua Valley Tank Repair			$ 150,000	$ -	$ 150,000	$ 42,481			
10-20-00-604-006	PLH-28 Hanamaulu Main Replacement (Hoohana Street)			$ 1		$ -				
10-20-00-604-007	WK-11a Upper Wailua Houselots Main Replacement			$ 1		$ -				
10-20-00-604-009	Hanapepe Stream Crossing			$ -		$ 200,000				will do later
10-20-00-604-013	PLH-32 Rice Street/Kapule Intersection Improvements			$ 1		$ -				
10-20-00-604-120	Kilauea 1.0 MG tank (RR 10%)		$ 801	$ -	$ 3,740					
10-20-00-604-146	Hanapepe-Eleele Connecting Pipeline HE-1 and HE-10 (RR 12%)		$ 96,977	$ -	$ 10,254		$ 36,730			
10-20-00-604-147	Rehabilitate Puupilo Steel tank			$ 1		$ -				
10-20-00-604-148	Kuhio Hwy (Hardy-Oxford) 16" Main replacement (R&R 56% of $180K)			$ 1		$ 100,800				
10-20-00-604-149	Kuhio Hwy (N. Papaloa to Waikaea Canal) Main Replacement (RR 56%)			$ 1		$ -				
10-20-00-604-150	Makanui and Kuai Road Main Replacement (RR 37%)			$ 1		$ -				
10-20-00-604-151	KP-14a Koloa 6" and 12" Main Replacement plus additional area (Wailani and Waihohonou Roads part of KP-14) (RR 50%)			$ 1						
10-20-00-604-152	Hoona, Hoone, Pane Road main replacement (RR 37%)			$ 1		$ -				
10-20-00-604-157	Kilauea Wells MCC rehab			$200,000	$0		$190,022			

TOTAL: FRC/Eng/Admin/Capital Outlay - Expansion/Capital Purchases			$0	$455,015	$33,657	$534,200	$0	$0		ANTICIPATED NTP
Line Item	**Notes**		**FY 2015 - 2016 Actual**	**FY 2016 - 2017 Budget**	**FY 2016 - 2017 Payments**	**FY 2017 - 2018 Budget**	**FY 2017 - 2018 YTD Actual as of 1/31/18**	**FY 2018 - 2019 Proposed**	**New Request?**	
20-20-00-605-006	PLH-28 Hanamaulu main replacement			$ 1		$ -				
20-20-00-605-010	Wailua Homesteads 538 1.0 MG Storage Tank			$ 1		$ -				
20-20-00-605-014	Purchase Water System 1			$ 1		$ -				
20-20-00-605-016	land aqcuisition for Poipu tank			$ 1		$ -				
20-20-00-605-018	Hanalei Well no, 2			$ 75,000	$ -	$ 75,000				
20-20-00-605-019	Kapaia SWTP expansion			$ 1		$ -				
20-20-00-605-120	Kilauea 1.0 MG tank (EXP 90%)			$ -	$ 33,657					
20-20-00-605-148	Kuhio Hwy (Hardy-Oxford) 16" Main replacement (EXP 44% of $180K)			$ 1		$ 79,200				
20-20-00-605-149	Kuhio Hwy (N. Papaloa to Waikaea Canal) Main Replacement (EXP 44%)			$ 1		$ -				
20-20-00-605-150	Makanui and Kuai Road Main Replacement (EXP 63%)			$ 1		$ -				
20-20-00-605-151	KP-14a Koloa 6" and 12" Main Replacement plus additional area (Wailani and Waihohonou Roads part of KP-14) (EXP 50%)			$ 1						
20-20-00-605-152	Hoona, Hoone, Pane Road main replacement (EXP 63%)			$ 1		$ -				
20-20-00-605-154	Drill and Test Kilauea Well #3 (EXP)			$ 300,000	$ -	$ 300,000			encumbered	
20-20-00-605-155	Wainiha Well #4 (EXP)			$ 80,000		$ 80,000				
20-20-00-605-156	land acquisition for Kilauea Well #3			$ 1	$ -	$ -				
20-20-00-605-156	land aqcuisition for jelly factory booster pump			$ 1		$ -				
20-20-00-605-156	Poipu 1 MG Storage Tank			$ 1		$ -				
20-20-00-605-156	land acquisition for Haena 0.2 MG tank			$ 1		$ -				
20-20-00-605-156	land acquisition for SWTP expansion			$ 1		$ -				

TOTAL: BAB/Eng/Admin/Capital Outlay - Expansion/Capital Purchases

			$0	**$50,001**	**$0**	**$0**	**$0**	**$0**		
Line Item	**Notes**		**FY 2015 - 2016 Actual**	**FY 2016 - 2017 Budget**	**FY 2016 - 2017 Encumbrance**	**FY 2017 - 2018 Budget**	**FY 2017 - 2018 YTD Actual as of 1/31/18**	**FY 2018 - 2019 Proposed**	**New Request?**	**ANTICIPATED NTP**
30-20-00-605-139	Moloaa Tank site acquisition			$ 1		$ -		$ -		
30-20-00-605-140	Koloa Well F land acquisition			$ 50,000		$ -		$ -		

Construction Management Division

Program Budget - FY 2018- 2019

Construction Management Division:

The former Engineering Division which was comprised of the Special Projects Division and the Design and Construction Division was reorganized into the Construction Management and Engineering Division in August 2012. The Construction Management Division which is the former Special Project Division was responsible for the design, construction and inspection of water projects such as reservoirs, pumping facilities and pipelines by planning, contracting for design and conducting design review, preparing construction bid documents and subsequent construction management, and inspecting water system improvements funded by the Department as outlined in Water Plan 2020. The Design and Construction Division was responsible for the design review and construction inspection of water facilities by private parties for dedication to the Department. The former Engineering division was also responsible for the administration of the Department's laboratory and performing the water quality monitoring for our water systems.

The current Construction Management Division oversees the construction management and inspection of water projects such as reservoirs, pumping and treatment facilities, and pipelines by reviewing WP 2020 designs, preparing construction RFP & IFB documents, subsequent construction management, and inspecting water system improvements funded by the Department and those funded by private parties for dedication to the Department.

The Division has been extremely short staffed for the past four fiscal years and we got some help during FY 2017-2018 in hiring staff but remain short staffed for the anticipated projects. There were eight (8) permanent positions for the Construction Management Division for FY 2017 – 2018. Of the eight positions, four positions are within the Project Management Series and four positions are within the Inspector Series. Two inspectors were lost during FY 17-18, one staff member retired while one separate service to work in the private sector. One new hire was made in the inspector series. There is (1) one vacancy remaining in Project Engineering [Civil Engineer III (SR-22)] and (1) one in the Inspection series [Waterworks Inspector I SR-16]. One vacant position is currently being reclassified with the Department of Human Resources to a Civil Engineer V. We are optimistic that this will attract/retain future CM staff and balance project management needs for engineering and inspectional for FY 2018-2019 and beyond.

The DOW Construction Management division has had an extremely difficult time attracting and retaining qualified staff and continues to implement a plan to deal with the problem. It has been shown that Project Managers are difficult to attract and retain in the same sense as engineers since it is nearly the same requirement but based on Project Manager Competition within and outside government throughout the island, state and mainland; it has proven to be harder to attract/retain qualified project managers than engineers. For this reason, the DOW converted PM staff to the CE series not only to help with attracting and retaining staff, it is also more consistent of the duties performed by CM staff related to design and construction engineering tasks here at DOW. The request was approved in early 2017 and although we've seen an increase in the pool of candidates, we have been unable to hire any new civil engineers. Hiring qualified civil engineers and inspectors is a continuing goal for the CM division.

The FY 2018-2019 CM budget proposal reflect the efforts of the Chief of Construction Management to lead a successful division. Due to the short staffing, the CM division has procured two (2) separate As Needed Construction Management contracts to help in the short term until FY 2019. We have utilized one for the Koloa Well 16 project which is very costly. In the event the DOW is relying too heavily on the As Needed CM contracts and it proves to be more costly than hiring permanent staff in the long run for our rate payers, we would need to consider creating additional engineering positions within CM in FY 19-20 budget. It will be vital that the Department have support in this process to attract and recruit staff in a timely manner.

Program Description:

The Construction Management Division administers all of the construction for Capital Improvement Projects (CIP) and Capital Rehabilitation and Replacement Projects (CRP/CRPL) and provides engineering and inspectional services to the Operations Division during emergencies.

The Construction Management Division administers construction contracts; evaluates the constructability of pipeline alignments and sites for water facilities; prepares plans and specifications and bid/RFP documents for new water facilities and implements and inspects Department's standards and policies. The Division performs all necessary construction plan review and construction inspection for Water Plan 2020 projects.

The Construction Management Division provides construction management to private developers who design and build water system improvements that will be dedicated to the County by performing construction inspection and reviewing and approving post-construction documents for water facilities that are being dedicated to the County.

Program Objectives:

1. Improve the water facilities infrastructure by constructing new well sources, storage tanks and waterlines through its Water Plan 2020 CIP Program as assigned.

2. Maintain and upgrade existing water facilities through the Water Plan 2020 CRP/CRPL Program as assigned.

3. Coordinate construction and integration of privately constructed water system improvements, as assigned, that are dedicated into the Department's system.

4. Provide construction management and inspectional services to ensure the assigned construction of water facilities adhere to plans and specifications and the standards and policies of the Department.

5. Provide engineering design review for all Water Plan 2020 Projects.

6. Provide Request for Information (RFI) responses on all Water Plan 2020 and Private Construction projects which include engineering redesigns. This was primarily done by the engineering division the past several years but was taken on by CM Division during FY 2017-2018 to provide better service to contractors to efficiently meet construction schedules in a timely manner.

Program Highlights:

1. The Construction Management Division revised the template and successfully awarded "construction only" contracts via the Request for Proposal Process.

2. The Construction Management Division revised the template and successfully awarded contracts via the Information for Bidders (IFB) low bid process. Staff was also heavily involved in environmental assessment (EA) and other permitting/agreement guidance for these priority projects. This was done primarily to meet the procurement deadlines for the state funded projects such as Hanapepe waterlines, Kapaia Waterline and Kapaa Well 4 and avoid fund expirations.

3. The Construction Management Division worked with the Deputy County Attorney (Water) to do the annual revisions to the General Provisions for Construction Contracts with the Department of Water.

4. During fiscal year 2017-2018, the Construction Management Division continued the design and initiated construction of several major capital improvements and rehabilitation projects as part of our overall effort to address capacity deficiencies and aging

infrastructure issues in our water systems.

After CM Division completed the design of the new administration building and secured funding which included a $2M grant from the Department of Health, construction began in FY 14-15 and continued on the Lihue Baseyard Improvements for the Department of Water during FY 15-16 with completion in FY 16-17.The Department staff moved into the new building in September 2016 which was ahead of schedule and the project construction came in under budget. The DOW worked with the contractor to complete all required close out documents. In FY 17-18, final inspection and final payment was issued for the new administration project.

The Department funded Design and Construction of open contracts managed by the Construction Management Division totaled approximately $15 million in FY 17-18.

The Construction Management Division selected contractor via Request for Proposal process and awarded construction on the Koloa Well 16 A & B site and building improvements and the Hanapepe-Eleele Booster Pump Replacement projects. There has only been these two (2) new projects advertised for construction within the first half of FY 2017-2018 but it is anticipated to be much more active in the second half of FY 17-18 as the backlog of designs from the past 5 years are completed and three (3) contracts that encompass five (5) water plan 2020 projects are encumbered. To date the Request for Proposal process has been a success and all future construction projects are intended to be procured by this method and not necessarily the lowest offeror will be chosen for construction. However, to meet state funding requirements, the low bid process is being used for future projects. It was used for the Hanapepe waterlines, Kapaia waterline and Kapaa Well 4 & drain line projects which have anticipated notice to proceed within FY 2017-2018. Further, based on current CM Division design reviews, it is anticipated that several water plan 2020 projects such as Paua Valley Tank Repairs and the Kilauea Well MCC renovations will be ready for construction in FY-18-19 with encumbrances happening in FY 18-20 as doable by CM staff.

5. The Construction Management Division managed and inspected construction of various private developer water projects. There were several major subdivision projects along with lateral projects. The private sector development has picked up since last fiscal year with the completion of projects in Hooluana at Kohea Loa onsite and offsite waterlines (Hanamaulu Triangle), Kalepa Control Valve, Makahuena Subdivision, Eleele Luna Increment 2, and 12 other private projects. There are several large active construction projects on going in Kukuiula with Parcel A, Roads 3A & 3B, the Filipino Cultural Center, Puakea I subdivision and the Kilauea Lighthouse Village projects along with the typical water and fire laterals. Private projects are in design and are expected to increase during the next fiscal year in Kukuiula and Grove Farm Properties while new construction will also start/continue for other private projects such as the County Adolescent Treatment Center.

6. In addition to various County wide trainings, the Construction Management Division staff completed various trainings

throughout the fiscal year to stay updated, evolve and progress with the ever changing requirements related to water utility construction such as:

- Trench Excavation Safety workshop –Competent person training
- Claval Training
- OSHA 10-hour training
- Hawaii One Call Center
- Water System Standards Training –New hires
- State Procurement Office (SPO) Training
- First Aid/CPR Training
- Lead/Asbestos Awareness Training
- Crystalline Silica Competency Training

6. After a successful pilot implementation of the electronic inspection journal process, the Construction Management Division fully integrated electronic journaling to all projects currently managed. All Water Plan 2020 and private construction projects are now documented electronically and available via the SharePoint CM Portal created by DOW IT Division. The Construction Management Division continues to evolve with the paperless process and has started the transition to a more comprehensive construction management software in the coming year to include contract management, funding, procurement, and other aspects of project management (Construction Management) with the IT strategic plan that is based on this initial electronic implementation. The DOW IT Division has been working the CM Division to select a software provider in PMWEB with implementation having started in FY 17-18. A pilot implementation of PMWEB started in February 2018. The full implementation should be completed in FY18-19.

7. The CM Division was also a strong voice in pushing for a revised list of DOW priority projects for Water Plan 2020 after having no priority list and only a time of completion, chronology based list for the past several years. With the help of the Board in 2017, a priority list was achieved by DOW staff and has been used for the current DOW water rate study and FY 18-19 budgets to focus staff priorities. This will serve as a monumental shift in project management. The new priority list should provide a better vision to the DOW over the next few years as it relates to capital spending.

Account	Description	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 Actual	*FY 2017-2018 Budget*	*FY 2017-2018 YTD Actual*	*FY 2018-2019 Proposed Budget*
Water Utility Fund - Operating Expenses								
10-21-10-540-010	WU/Const/Admin/Professional Services - General	$ -	$ -	$ 200,000	$ -	$ 50,000	$ 17,505	$ 500,000
10-21-10-563-000	WU/Const/Admin/Operating Supplies	$ 1,436	$ 2,536	$ 4,500	$ 3,230	$ 4,500	$ 1,671	$ 4,500
10-21-10-570-010	WU/Const/Admin/Books, Publications, Subscriptions, and Memberships	$ 2,214	$ 700	$ 1,700	$ 1,543	$ 1,850	$ 769	$ 1,550
10-21-10-571-010	WU/Const/Admin/Training and Development	$ 1,300	$ 1,415	$ 6,250	$ 5,341	$ 9,250	$ 255	$ 6,250
10-21-10-572-010	WU/Const/Admin/Travel and Per Diem	$ 1,857	$ -	$ 6,500	$ 213	$ 6,500	$ -	$ 5,000
10-21-10-573-010	WU/Const/Admin/Meeting Expense	$ 1,640	$ 1,104	$ 3,250	$ -	$ 3,250	$ -	$ 3,250
	SUMMARY OF OPERATING EXPENSES	**$ 8,447.33**	**$ 5,754.74**	**$ 222,200.00**	**$ 10,327.29**	**$ 75,350.00**	**$ 20,200.36**	**$ 520,550.00**
	CAPITAL OUTLAY		**FY 2015-2016 Actual**	**FY 2016-2017 Budget**	**FY 2016-2017 YTD Actual**	**FY 2017 - 2018 Budget**	**FY 2017-2018 YTD Actual**	**FY 2018 - 2019 Proposed**
10-21-00-604-999	WU/Const/Admin/Capital Outlay - R & R/Capital Purchases	$ -	$ -	$ 10,000	$ 1,669	$ 55,000	$ -	$ 10,000
10-21-00-605-999	WU/Const/Admin/Capital Outlay - Expansion/Capital Purchases	$ -	$ -	$ 10,000	$ 1,021	$ 10,000	$ -	$ 10,000
	Water Utility Fund - Capital Outlay (Capital Purchases)	**$0**	**$0**	**$20,000**	**$2,690**	**$65,000**	**$0**	**$20,000**
10-21-00-604-000	WU/Capital Outlay - R&R/Capital Projects - CM	**$ -**	**$ 892,868.03**	**$ 7,799,675**	**$ 315,299**	**$ 2,231,101**	**$ 5,650**	**$ 5,155,000**
10-21-00-605-000	WU/Capital Outlay - Expansion/Capital Projects - CM	**$ -**	**$ -**	**$ 2,518,000**	**$ -**	**$ 7,160,075**	**$ -**	**$ -**
	Water Utility Fund - Capital Outlay (Capital Projects)	**$0**	**$892,868**	**$10,317,675**	**$315,299**	**$9,391,176**	**$5,650**	**$5,155,000**
20-21-00-605-000	FRC/Capital Outlay - Expansion/Capital Projects - CM	**$ -**	**$ -**	**$ 14,223,675**	**$ -**	**$ 315,001**	**$ -**	**$ -**
	FRC Fund - Capital Outlay	**$0**	**$0**	**$14,223,675**	**$0**	**$315,001**	**$0**	**$0**
30-21-00-604-000	BAB/Capital Outlay - R&R/Capital Projects - CM	**$ -**	**$ 6,729,290**	**$ 4,649,000**	**$ 866,193**	**$ 3,800,675**	**$ 877,902**	**$ -**
30-21-00-605-000	BAB/Capital Outlay - Expansion/Capital Projects - CM	**$ -**	**$ -**	**$ 9,351,000**	**$ -**	**$ 850,001**	**$ -**	**$ -**
	BAB Fund - Capital Outlay	**$0**	**$6,729,290**	**$14,000,000**	**$866,193**	**$4,650,676**	**$877,902**	**$0**
60-21-00-604-000	SRF/Capital Outlay - R&R/Capital Projects - CM	**$ -**	**$ 591,674.84**	**$ -**		**$ -**		**$ -**
	SRF Fund - Capital Outlay	**$0**	**$591,675**	**$0**	**$0**	**$0**	**$0**	**$0**
	Water Utility Fund - Capital Purchases	$ -	$ -	$ 20,000	$ 2,690	$ 65,000	$ -	$ 20,000
	Water Utility Fund - Capital Outlay	$ -	$ 892,868	$ 10,317,675	$ 315,299	$ 9,391,176	$ 5,650	$ 5,155,000
	FRC Fund	$ -	$ -	$ 14,223,675	$ -	$ 315,001	$ -	$ -
	BAB Fund	$ -	$ 6,729,290	$ 14,000,000	$ 866,193	$ 4,650,676	$ 877,902	$ -
	SRF Fund	$ -	$ 591,675	$ -	$ -	$ -	$ -	$ -
	SUMMARY OF CAPITAL OUTLAY	**$ -**	**$ 8,213,833.21**	**$ 38,561,350.00**	**$ 1,184,182.12**	**$ 14,421,853.00**	**$ 883,551.75**	**$ 5,175,000.00**
	OPERATING EXPENSES PLUS CAPITAL OUTLAY	**$ 8,447.33**	**$ 8,219,587.95**	**$ 38,783,550.00**	**$ 1,194,509.41**	**$ 14,497,203.00**	**$ 903,752.11**	**$ 5,695,550.00**

TOTAL:	WU/Const/Admin/Professional Services - General	**$0**	**$0**	**$200,000**	**$0**	**$50,000**	**$17,505**	**$500,000**

Line Item	Notes	FY 2014- 2015 Actual	FY 2015- 2016 Actual	FY 2016 - 2017 Budget	FY 2016 - 2017 Actual	FY 2017 - 2018 Budget	FY 2017 - 2018 YTD Actual as of 1/31/18	FY 2018 - 2019 Proposed
Construction Management	2 Years on Contract expired, need to re-procure. This is an AS-NEEDED contract we utilize should inspection help be needed. In the past we've used it for required night work over an extended period of time to avoid losing staff to one project but there may be other areas where the contract could be utilized.			$200,000	$0			$500,000
Specialty inspection	As needed structural engineering inspection - For projects requiring licensed structural engineer inspection that the DOW design contract or private projects don't have					$50,000		$0

STOP -- Correct Sum at top if there are more than 400 line items

TOTAL: WU/Const/Admin/Operating Supplies **$1,436 $2,536 $4,500 $3,230 $4,500 $1,671 $4,500**

Line Item	Notes	FY 2014- 2015 Actual	FY 2015- 2016 Actual	FY 2016 - 2017 Budget	FY 2016 - 2017 Actual	FY 2017 - 2018 Budget	FY 2017 - 2018 YTD Actual as of 1/31/18	FY 2018 - 2019 Proposed
Safety Equipment	Annual replacement of steel toe boots, hard hats, safety vests, ear protection, office workstation ergonomics, etc.			$1,000		$0		
Field Equipment	As Needed Field Equipment (e.g. misc tools, field tablet, etc.)			$3,500	$3,230	$0		
Equipment & Supplies	Annual replacement of steel toe boots, hard hats, safety vests, ear protection, office workstation ergonomics, etc. As Needed Field Equipment (e.g. misc tools, field tablet, etc.) an supplies					$4,500	$1,671	$4,500

STOP -- Correct Sum at top if there are more than 400 line items

TOTAL:	WU/Const/Admin/Books, Publications, Subscriptions, and Memberships	**$2,214**	**$700**	**$1,700**	**$1,543**	**$1,850**	**$769**	**$1,550**

Line Item	Notes	FY 2014- 2015 Actual	FY 2015- 2016 Actual	FY 2016 - 2017 Budget	FY 2016 - 2017 Actual	FY 2017 - 2018 Budget	FY 2017 - 2018 YTD Actual as of 1/31/18	FY 2018 - 2019 Proposed
Reference Materials	Annually purchase reference materials as needed such as ACI manuals, Project Management manuals/literature, etc.			$1,000	$843	$1,000		$700
Contractors Association of Kauai (DOW - Dustin is representative)	We have been a member since 2012. This is an annual fee.			$700	$700	$850	$769	$850
American Waterworks Association (Dustin)	AWWA membership.			$0	$0	$0		$0

STOP -- Correct Sum at top if there are more than 400 line items

TOTAL:	WU/Const/Admin/Training and Development	**$1,300**	**$1,415**	**$6,250**	**$5,341**	**$9,250**	**$255**	**$6,250**

Line Item	Notes	FY 2014- 2015 Actual	FY 2015- 2016 Actual	FY 2016 - 2017 Budget	FY 2016 - 2017 Actual	FY 2017 - 2018 Budget	FY 2017 - 2018 YTD Actual as of 1/31/18	FY 2018 - 2019 Proposed
CAK Workshops for CM Staff	CM staff annually attend on-island training such as NPDES and Trench Excavation workshops through Contractors Assocication of Kauai.			$4,950	$5,341	$4,950	$255	$4,950
Misc. Workshops for CM Staff	Annually attend on-island workshops through various agencies as they come up throughout year. T			$1,300	$0	$1,300	$0	$1,300
Abatement training	Asbestos pipe and lead abatement					$3,000	$0	$0

STOP -- Correct Sum at top if there are more than 400 line items

TOTAL: WU/Const/Admin/Travel and Per Diem **$1,857** **$6,500** **$213** **$6,500** **$0** **$5,000**

Line Item	Notes	FY 2014- 2015 Actual	FY 2015- 2016 Actual	FY 2016 - 2017 Budget	FY 2016 - 2017 Actual	FY 2017 - 2018 Budget	FY 2017 - 2018 YTD Actual as of 1/31/18	FY 2018 - 2019 Proposed
Conference Travel and Per Diem (Non AWWA/HWWA)	Would like to send CM Staff to water related construction project management/inspection trainings off-island should beneficial conferences be available.			$6,500	$213	$6,500	$0	$5,000

STOP -- Correct Sum at top if there are more than 400 line items

TOTAL: WU/Const/Admin/Meeting Expense		**$1,640**	**$1,104**	**$3,250**	**$0**	**$3,250**	**$0**	**$3,250**

Line Item	Notes	FY 2014- 2015 Actual	FY 2015- 2016 Actual	FY 2016 - 2017 Budget	FY 2016 - 2017 Actual	FY 2017 - 2018 Budget	FY 2017 - 2018 YTD Actual as of 1/31/18	FY 2018 - 2019 Proposed
Conference fees and registrations (non AWWA/HWWA)	Would like to send CM Staff to water related construction project management/inspection trainings off-island should beneficial conferences or webinars be available.			$3,250	$0	$3,250	$0	$3,250

STOP -- Correct Sum at top if there are more than 400 line items

TOTAL:	WU/Const/Admin/Capital Outlay - R & R/Capital Purchases	**$0**	**$0**	**$10,000**	**$1,669**	**$55,000**	**$0**	**$10,000**

Line Item	Notes	FY 2014- 2015 Actual	FY 2015- 2016 Actual	FY 2016 - 2017 Budget	FY 2016 - 2017 Actual	FY 2017 - 2018 Budget	FY 2017 - 2018 YTD Actual as of 1/31/18	FY 2018 - 2019 Proposed
Miscellaneous	Initial building permit fees and other related project start-up fees			$10,000	$1,669	$10,000	$0	$10,000
CK 1759 Replacement	Replace CK 1759 2002 Ford Escape					$45,000	$0	$0

STOP -- Correct Sum at top if there are more than 400 line items

TOTAL:	WU/Const/Admin/Capital Outlay - Expansion/Capital Purchases	**$0**	**$0**	**$10,000**	**$1,021**	**$10,000**	**$0**	**$10,000**

Line Item	Notes	FY 2014- 2015 Actual	FY 2015- 2016 Actual	FY 2016 - 2017 Budget	FY 2016 - 2017 Actual	FY 2017 - 2018 Budget	FY 2017 - 2018 YTD Actual as of 1/31/18	FY 2018 - 2019 Proposed
Miscellaneous	Initial building permit fees, other related project start-up fees		$0	$10,000	$1,021	$10,000	$0	$10,000

STOP -- Correct Sum at top if there are more than 400 line items

TOTAL:	WU/Capital Outlay - R&R/Capital Projects - CM	**$0**	**$892,868**	**$7,799,675**	**$315,299**	**$2,231,101**	**$5,650**	**$5,155,000**		

Line Item	Notes	FY 2014- 2015 Actual	FY 2015- 2016 Actual	FY 2016 - 2017 Budget	FY 2016 - 2017 Actual	FY 2017 - 2018 Budget	FY 2017 - 2018 YTD Actual as of 1/31/18	FY 2018 - 2019 Proposed	New Request?	NTP
10-21-00-604-017	WU/Cns/-18In Cane Haul Main (1.45% RR)			$45,675	$0	$0				
10-21-00-604-029	WU/Const/Capital Outlay/09-01, Kalaheo 1111' & 1222' Water System Improvements (Package A: 0% Yamada Tank, Package B: 34% Clearwell, Package C: 94 %Pipeline) (Total $17.115M)			$4,700,000	$0	$1				
10-21-00-604-033	WU/Const/Capital Outlay/13-07, Koloa Well D Repairs (100% RR)			$450,000	$315,299		$5,650			completed
10-21-00-604-035	WU/Const/Capital Outlay/XX-YY, HE-14, Eleele Booster Rehab (100% RR)			$550,000	$0	$577,500			rollover	Jan-18
10-21-00-604-102	WU/Const/Capital Outlay/10-01 Ani-01b anini Rd. WL DOW -Princevl			$572,000	$0	$0				
10-21-00-604-132	WU/Const/Capital Outlay/13-05, Kolo Road Main Replacement (Kilauea School)		$892,868	$0	$0	$0				
10-21-00-604-146	WU/Const/Capital Outlay/15-07/HE-10, Reorganize Water System Pipeline connecting Hanapepe and Eleele (6" Main Replacement) Phase I (County R/W)(78%RR)($2.12M)			$1,482,000	$0	$1,653,600			rollover	Jun-18
	Paua Valley Tank Repair							$1,400,000	Yes	Jan-19
	Kilauea 1&2 MCC							$3,755,000	Yes	Jun-19

STOP -- Correct Sum at top if there are more than 400 line items

TOTAL:	WU/Capital Outlay - Expansion/Capital Projects - CM	**$0**	**$0**	**$2,518,000**	**$0**	**$7,160,075**	**$0**	**$0**		

Line Item	Notes	FY 2014- 2015 Actual	FY 2015- 2016 Actual	FY 2016 - 2017 Budget	FY 2016 - 2017 Actual	FY 2017 - 2018 Budget	FY 2017 - 2018 YTD Actual as of 1/31/18	FY 2018 - 2019 Proposed	New Request?	NTP
10-21-00-605-118	WU/Const/Capital Outlay/WK-39-Kapaa Homestead Well No. 4 (100% Expansion)				$ -	$ 750,000			rollover	Jun-18
10-21-00-605-146	WU/Const/Capital Outlay/15-07/HE-10, Reorganize Water System Pipeline connecting Hanapepe and Eleele (6" Main Replacement) Phase I (County R/W)(22%EXP)($2.12M)			$418,000	$0	$466,400			rollover	Jun-18
10-21-00-605-146	WU/Const/Capital Outlay/15-07/HE-01,HE-10, Reorganize Water System Pipeline connecting Hanapepe and Eleele (6" Main Replacement) Phase II (State R/W)(100% EXP)			$2,100,000	$0	$2,748,000			rollover	Jun-18
10-21-00-605-017	Kapaia Cane Haul Road 18" Main (98.55% Exp) $3,241,350					$ 3,195,675			rollover	Jun-18

STOP -- Correct Sum at top if there are more than 400 line items

TOTAL:	FRC/Capital Outlay - Expansion/Capital Projects - CM	**$0**	**$0**	**$14,223,675**	**$0**	**$315,001**	**$0**	**$0**		

Line Item	Notes	FY 2014- 2015 Actual	FY 2015- 2016 Actual	FY 2016 - 2017 Budget	FY 2016 - 2017 Actual	FY 2017 - 2018 Budget	FY 2017 - 2018 YTD Actual as of 1/31/18	FY 2018 - 2019 Proposed	New Request?	NTP
20-21-00-605-017	FRC/ConstCapital Outlay/18In Cane Haul Main (98.55% Expansion)			$3,195,675	$0	$0				
20-21-00-605-029	FRC/Const/Capital Outlay/09-01, Kalaheo 1111' & 1222' Water System Improvements (Package A: 100% Yamada Tank, Package B: 66% Clearwell, Package C:6% Pipeline) (Total $17.115M) WU/BAB funded			$300,000	$0	$ 1.00				
20-21-00-605-102	FRC/Const/Capital Outlay/10-01 Ani-01b anini Rd. WL DOW -Princevl			$728,000	$0	$0				
20-21-00-605-116	FRC/Const/Capital Outlay/WK-08-Kapaa Homestead 313' 1.0 MG Tank (Ornellas) (100% FRC)			$ 10,000,000	$0	$ -				
20-21-00-605-161	*Hanapēpē River Bridge, Kaumualiʻi Highway, Route 50, HI STP SR50 (1) Project*, Hanapēpē, Kauaʻi, Hawaiʻi					$315,000			rollover	Jun-18

STOP -- Correct Sum at top if there are more than 400 line items

TOTAL:	BAB/Capital Outlay - R&R/Capital Projects - CM	**$0**	**$6,729,290**	**$4,649,000**	**$866,193**	**$3,800,675**	**$877,902**	**$0**		

Line Item	Notes	FY 2014- 2015 Actual	FY 2015- 2016 Actual	FY 2016 - 2017 Budget	FY 2016 - 2017 Actual	FY 2017 - 2018 Budget	FY 2017 - 2018 YTD Actual as of 1/31/18	FY 2018 - 2019 Proposed	New Request ?	NTP
30-21-00-604-101	Bond/Const/Capital Outlay/10-01, Ani-01a- Anini and Kalihiwai Road 6 Inch Main (9,156 Ft)				$ -	$ -				
30-21-00-604-102	Bond/Const/Capital Outlay/10-01, Ani-01b- Pipline Replacement along Anini Road from DOW - Princeville Master Meter (44% RR of $4.2M)			$ 1,188,000	$ -	$ -				
30-21-00-604-107	Bond/Const/Capital Outlay/XX-YY, KP-09 - MCC, Chlorination Facilities, Koloa Well 16-A and E and 16-B Site and Bldg Improvements (100% RR)			$ 1,750,000	$ -	$ 3,755,000	$ 877,902		rollover	In construction
30-21-00-604-109	Bond/Const/Capital Outlay/XX-YY, LO-08, LO-10 - Koloa Rd (Alaloke Pl. - Piko Rd) 8 Inch Main Replacement (1,700 Ft)Lawai 6 Inch and 8 Inch Main Replacement (6,400 Ft) (R&R - 19%)				$ -	$ -				
30-21-00-604-112	Bond/Const/Capital Outlay/11-02, PLH-01a - Replace Grove Farm Tanks 1 and 2 (R&R - 40% of $2.835M)			$ 1,080,000	$ -	$ -				
30-21-00-604-114	Bond/Const/Capital Outlay/XX-YY, PLH-39a - Lihue Baseyard Improvements for Department of Water		$ 6,295,454		$ 605,698					Completed
30-21-00-604-120	Bond/Const/Capital Outlay/02-06, WKK-15 - Construct Kilauea 466 Tank, 1.0MG, Puu Pane Well 3 (R&R - 10%)			$ 400,000	$ -	$ -				
30-21-00-604-129	Bond/Const/Capital Outlay/11-10, 8"WL along Halewili Rd (Kaumualii Hwy to Haka Hale St) (R&R - 100%)		$ 433,837		$ 260,495					Completed
30-21-00-604-136	Bond/Const/Capital Outlay/XX-YY, H-05, Weke, Anae, and He'e Roads 6" and 8" Main Replacement (R&R - 11%)			$ 231,000	$ -	$ -				
30-21-00-604-017	Kapaia Cane Haul Road 18" Main (1.45% RR) $3,241,350				$ -	$ 45,675			rollover	Jun-18

TOTAL:	BAB/Capital Outlay - Expansion/Capital Projects - CM	**$0**	**$0**	**$9,351,000**	**$0**	**$850,001**	**$0**	**$0**		

Line Item	Notes	FY 2014- 2015 Actual	FY 2015- 2016 Actual	FY 2016 - 2017 Budget	FY 2016 - 2017 Actual	FY 2017 - 2018 Budget	FY 2017 - 2018 YTD Actual as of 1/31/18	FY 2018 - 2019 Proposed	New Request?	NTP
30-21-00-605-102	Bond/Const/Capital Outlay/10-01, Ani-01b- Pipline Replacement along Anini Road from DOW - Princeville Master Meter (Expansion - 56% of $4.2M)			$ 1,512,000	$ -	$ -				
30-21-00-605-106	Bond/Const/Capital Outlay/03-04, K-05a - Kalaheo New Tank, 0.5 MG, 886 Ft (Expansion - 50%)				$ -	$ -				
30-21-00-605-109	Bond/Const/Capital Outlay/XX-YY, LO-08, LO-10 - Koloa Rd (Alaloke Pl. - Piko Rd) 8 Inch Main Replacement (1,700 Ft)Lawai 6 Inch and 8 Inch Main Replacement (6,400 Ft) (Expansion - 81%)				$ -	$ -				
30-21-00-605-110	Bond/Const/Capital Outlay/WK-08-Kapaa Homestead 313' 1.0 MG Tank (Ornellas) (100% Expansion)				$ -	$ -				
30-21-00-605-112	Bond/Const/Capital Outlay/11-02, PLH-01a - Replace Grove Farm Tanks 1 and 2 (Expansion - 60%) of $2.835M			$ 1,620,000	$ -	$ -				
30-21-00-605-118	Bond/Const/Capital Outlay/WK-39-Kapaa Homestead Well No. 4 (100% Expansion)			$ 750,000	$ -	$ 850,000			rollover	Jun-18
30-21-00-605-120	Bond/Const/Capital Outlay/02-06, WKK-15 - Construct Kilauea 466 Tank, 1.0MG, Puu Pane Well 3 (Expansion - 90%)			$ 3,600,000	$ -	$ -				
30-21-00-605-136	Bond/Const/Capital Outlay/XX-YY, H-05, Weke, Anae, and He'e Roads 6" and 8" Main Replacement (Expansion - 89%)			$ 1,869,000	$ -	$ -				
30-21-00-605-029	Bond/Const/Capital Outlay/09-01, Kalaheo 1111' & 1222' Water System Improvements (Package A: 100% Yamada Tank, Package B: 66% Clearwell, Package C:6% Pipeline) (Total $17.115M) WU/BAB funded					$ 1				
30-21-00-605-xxx	Kapaia Cane Haul Road 18" Main (98.55% Exp) $3,241,350, moved 10 W/U)					$ -				

TOTAL:	SRF/Capital Outlay - R&R/Capital Projects - CM	**$0**	**$591,675**	**$0**	**$0**	**$0**	**$0**	**$0**

Line Item	Notes	FY 2014- 2015 Actual	FY 2015- 2016 Actual	FY 2016 - 2017 Budget	FY 2016 - 2017 Actual	FY 2017 - 2018 Budget	FY 2017 - 2018 YTD Actual as of 1/31/18	FY 2018 - 2019 Proposed	New Request?
60-21-00-604-114	SRF/Const/Capital Outlay/XX-YY, PLH-39a - Lihue Baseyard Improvements for Department of Water		$ 591,675	$ -	$ -	$ -			completed
60-21-00-604-114	SRF/Const/Capital Outlay/XX-YY, PLH-39a - Lihue Baseyard Improvements for Department of Water			$ -	$ -	$ -			completed

STOP -- Correct Sum at top if there are more than 400 line items

WATER RESOURCES AND PLANNING DIVISION

Program Budget – FY 2018-2019

Program Description

The Water Resources and Planning Division is responsible for the review and planning of water systems of proposed developments to assure compatibility with the Department's water general plan. The program provides long-range planning and research and conducts analytical studies to meet the water needs of Kauai; maintains the engineering records; and provide mapping/drafting services for the Department.

Program Objectives:

1. To conduct the review and planning of water systems of proposed developments to assure compatibility with the Department's water general plan including the review of subdivision, zoning, land use and general plan amendments, building permit and water service requests.
2. To conduct investigations to obtain and analyze data to determine capabilities of existing water sources.
3. To conduct long-range planning and research and make analytical studies of water consumption and maximum demand to meet the water needs of Kauai.
4. To determine hydraulic criteria for reservoirs, pumping stations and water mains, and evaluate and develop water network requirements,
5. Prepare population projections and estimates for future water use.
6. Conduct investigation for the development of potential sources.
7. Conduct and/or administer studies relating to the protection of water sheds and water resources.
8. Maintain maps and records of all water facilities.

Program Highlights

For fiscal year 2017-2018 the division reviewed and processed applications for subdivisions zoning, use permits, additional dwellings (ADUs), building permits and requests for water services. During FY 17-18 the division assisted the consultant in the preparation and review of water master plans for several large developments located in East Kaua‘i. The division assisted the Public Relations section with incidents that occurred, public questions and other things, as necessary. The division assisted with the Department’s Project WET program which included teacher education activities and the Department’s annual Make A Splash Festival that invites students and teachers to the all-day event to learn about water through fun, hands-on activities.

The division assists in administering the Department’s security program. The division assisted the Department in reviewing amendments to the Rules & Regulations to address proposed changes in the Facilities Reserve Charge and water service and subdivision approval process. The division continued to assist other divisions regarding CIP implementation of Water Plan 2020 Projects.. The division also coordinated and assisted the USGS with various joint funded projects that included ground water data collection for Lihue, Kauai. The division administers the two-year University of Hawaii “Projecting Future Rainfall and Evapotranspiration for Kauai” study.
The division started the process to update the Department hydraulic system models. Digital scanned maps and other records onto the Department’s intranet computer system.

The Kauai Water Use and Development Plan Update was assigned to the division. The contract start was issued in FY 11-12. Division will continue to administer the project during FY 18--19.

The division is working on other administrative policies to address the amendments to the rules and regulations.

During FY 17-18, the division participated in outside programs that included the Kauai Watershed Alliance, the Kauai Energy Utility Council, the Kauai Drought Committee and several community watershed councils. The division administered the Department of Water Grant to the Kauai Watershed Alliance through its coordinator, The Nature Conservancy during FY 16-17. The division assisted in the preparation of the County of Kauai Six-Year Capital Improvements Program Update. The division continues to participate on the County “ePlan” building permit application program (paperless review).

The division represents the Department at the County’s Affordable Housing Task Force (AHTF) meetings that are conducted on a monthly basis or as necessary. The AHTF continues to facilitate the development and approval of the affordable housing projects on the island.

During FY 17-18 the division continued to expand the Department’s cross connection and backflow prevention program. The division

continues to review and approve backflow device plans and conducts the annual field testing program.

The filling of the vacant Civil Engineer II and Civil Engineer III positions are primary division objectives during FY 18-19.

PROGRAM MEASURES	FY 2016-2017 (actual)	FY 2017-2018 (estimate)	FY 2018-2019 (estimated)
1. Processed subdivision applications, zoning/use permits, land use/general plan amendment, ADU clearance applications	138	130	150
2. Processed water service inquires, meter requests	288	230	250
3. Processed building permits	715	885	1000
4. Back Flow Inspection Program – No. of Devices	1618	1635	1650
5. Hydraulic Model Update Project	on-going	on-going	on-going
6. USGS Stream Flow Study		on-going	on-going
7. USGS Groundwater Monitoring Program	on-going	on-going	on-going
8. Kauai Water Use and Development Plan Update	on-going	on-going	on-going
9. UH "Projecting Future Rainfall and Evapotranspiration for Kauai"			Start

Summary Notes: Annual Operating and Capital Improvement Budget, Fiscal Year 2018-2019, **Water Resources and Planning**

Account	Description	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual	FY 2018-2019 Proposed
Water Utility Fund		**233,141**	**258,548**	**793,786**	**295,648**	**1,678,550**	**317,696**	**1,678,550**
10-22-10-540-010	WU/Plan/Admin/Professional Services	$225,844	$250,387	$779,736	$272,638	$1,635,000	$314,125	$1,635,000
10-22-10-563-000	WU/Plan/Admin/Operating Supplies	$73	$1,096	$3,250	$346	$1,250	$2,956	$1,250
10-22-10-571-010	WU/Plan/Admin/Training and Development	$7,224	$7,066	$3,000	$14,565	$20,000	$595	$20,000
10-22-10-572-010	WU/Plan/Admin/Travel & Per Diem	$0	$0	$7,800	$8,100	$22,300	$20	$22,300
	SUMMARY OF OPERATING EXPENSES	**$233,141**	**$258,548**	**$793,786**	**$295,648**	**$1,678,550**	**$317,696**	**$1,678,550**
10-22-00-604-999	WU/Plan/Capital Outlay - Rehablitation and Replacement/Capital Purchases	$0	$0	$0	$0	$0	$0	$0
10-22-00-605-999	WU/Plan/Capital Outlay - Expansion/Capital Purchases	$0	$0	$0	$0	$0	$0	$0
	SUMMARY OF CAPITAL PURCHASES	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
	SUMMARY OF OPERATING EXPENSES	$233,141	$258,548	$793,786	$295,648	$1,678,550	$317,696	$1,678,550
	SUMMARY OF CAPITAL PURCHASES	$0	$0	$0	$0	$0	$0	$0
	OPERATING EXPENSES PLUS CAPITAL OUTLAY	**$233,141**	**$258,548**	**$793,786**	**$295,648**	**$1,678,550**	**$317,696**	**$1,678,550**

TOTAL: WU/Plan/Admin/Professional Services **$225,844** **$250,387** **$779,736** **$272,638** **$1,635,000** **$314,125** **$1,635,000**

Line Item	Notes	FY 2014 - 2015 Actual	FY 2015 - 2016 Actual	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual as of 1/31/18	FY 2018-2019 Proposed Budget	New Request ?
Kauai Watershed Alliance	Renewal of Annual Request			$200,000		$200,000		$200,000	No
USGS Ground Monitoring Program	Renewal - Joint Funding Agreement (KDOW - USGS) Ground-Monitoring Program			$45,000		$45,000		$45,000	No
Hydraulic Model Update	Updating and Calibrating the existing hydraulic model			$300,000		$300,000		$300,000	No
Stream Flow	KDOW- USGS stream flow study			$50,000		$0		$0	No
Water Meter Location Map Update and FRC List	Update meter map and FRC list			$1					No
UH Evapotranspiration	UH "Projecting Future Rainfall and Evapotranspiration for Kauai" **Contract Amount: $184,735 (Encumbered)**			$184,735		$0		$0	No
GIS Roadmap Consulting Services	To provide consulting services to create a GIS Roadmap Plan document.					$50,000		$50,000	No
WP 2040	Assist DOW to create WP 2040					$1,040,000		$1,040,000	No
								If we don't procure by June need to budget again.	

TOTAL: WU/Plan/Admin/Operating Supplies

		$73	**$1,096**	**$3,250**	**$346**	**$1,250**	**$2,956**	**$1,250**	

Line Item	Notes	FY 2014 - 2015 Actual	FY 2015 - 2016 Actual	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual as of 1/31/18	FY 2018-2019 Proposed Budget	New Request?
Fire Hydrant Testing Kit	Fire Hydrant Flow Testing Tools & Equipment to Calibrate Hydraulic Model			$3,000		$0			No
Work equipment (shoes, traffic cones, etc.)	Used for Safety of Personnel out in the field			$250		$250		$250	No
Books / Manuals / Reference Materials	Purchase 10th Edition Manual of Cross -Connection Control, Uniform Plumbing Code, AWWA Manuals, etc. This is not a new request, line item is usually included in Admin's budget, however it would be better to have it with WRP for budget and accounting transparancy.					$1,000		$1,000	No

TOTAL: WU/Plan/Admin/Training and Development		**$7,224**	**$7,066**	**$3,000**	**$14,565**	**$20,000**	**$595**	**$20,000**	

Line Item	Notes	FY 2014 - 2015 Actual	FY 2015 - 2016 Actual	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual as of 1/31/18	FY 2018-2019 Proposed Budget	New Request ?
Innovyze InfoWater subscription Renewal	Hydraulic Model (Innovyze) Maintence and Support renewal.			$3,000	$2,025	$0		$0	No
ESRI User Conference	Registration for one (1) staff member to attend the annual ESRI User Conference. Annual ESRI User Conference includes GIS classes, hands on software training, water & utility user group sessions and networking to assist with the professional development of ESRI users. ESRI Users Conference attendees will learn & understand updates and advancements in ESRI GIS services, support and best practices to continue to advance the Department's GIS & hydraulic modeling program.					$1,800		$1,800	No
American Backflow Prevention Association Conference	Registration for two (2) staff members to attend the American Backflow Prevention Association Annual Conference. The American Backflow Prevention Association Annual conference includes, backflow prevention continuing education, backflow prevention device testing certification classes, hands on backflow prevention device training and professional networking with industry professionals to assist with the professional development of backflow prevention implementors. Attendees will learn & understand updates and advancements in backflow prevention research and best practices to continue to advance the Department's backflow prevention program.					$1,200		$1,200	No
ESRI ArcMAP/GIS - Innovyze InfoWater Training Classes	On-site or off-island training courses for the Deaprtment's GIS & hydraulic modeling surpevisors and implementors. The training courses will include updated and advanced GIS and hydraulic modeling concepts, utilization and implementation.				$12,480	$14,000		$14,000	No
Training - Miscellaneous	Attend on-island or off-island training to assist with the professional development of the Division's personnel. (i.e. Law, Legislation & Regulation updates & chnages, GIS & GPS Concepts, Microsoft Trainings, Business Writing, etc). Note: This is not a new request and was previously included in Admin's budget. In an effort to improve tracking of expenditures and assist with future Division budgeting, it will be included in the WRP Division budget request.				$60	$3,000		$3,000	No

TOTAL: WU/Plan/Admin/Travel & Per Diem

				$7,800	**$8,100**	**$22,300**	**$20**	**$22,300**	

Line Item	Notes	FY 2014 - 2015 Actual	FY 2015 - 2016 Actual	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual as of 1/31/18	FY 2018-2019 Proposed Budget	New Request?
ESRI User Conference	Travel accomodations and per diem for one (1) staff member to attend the annual ESRI User Conference. (Estimate: air fare $1000, lodging & ground transportation $2500, per diem $1500)			$7,800		$5,000		$5,000	No
American Backflow Prevention Association Conference	Travel accomodations and per diem for two (2) staff members to attend the American Backflow Prevention Association Conference. (Estimate: air fare $2000, lodging & ground transporation $2400, per diem $1800)					$6,200		$6,200	No
Hydraulic Modelers Committee	Travel accomodations and per diem for two (2) staff members to attend the quarterly, four (4), Hydraulic Modelers Committee training & meetings. (Estimate: air fare $1600, lodging & ground transporation $1800, per diem $2400)					$5,800		$5,800	No
Training - Miscellaneous	Travel accomodations and per diem for seven (7) staff member trips to attend off island training & meetings. (Estimate: air fare $1400, lodging & ground transporation $1800, per diem $2100).					$5,300	$20	$5,300	No

FISCAL DIVISION

PROGRAM BUDGET – FY 2018-2019

Program Description:

The Fiscal Division is directly involved in planning and directing the financial activities of the Department of Water and is responsible for administering the fiscal programs and customer activities of the Department including but not limited to: cash management, cost accounting, payroll, leave records, accounts payable, utility plant accounting, meter reading, consumer billing and accounting and; preparation of financial and statistical reports; conduct internal audits and facilitate financial and statistical studies of the Department for reports and rate making; prepare the financial statements for yearly audit and assists the Manager in the development of the department's annual budget.

Program Objectives:

Administration

1. To preserve the financial integrity of the Department through internal control and annual financial audits.
2. To oversee all fiscal activities, fiscal recording and reporting, the preparation of the financial statements and annual budgets.
3. To develop accounting policies and standard operating procedures.
4. To oversee supervision of accounting and billing staff, and monitor proper implementation of generally accepted accounting principles.
5. To generate a return of investments and to insure deposits with financial institutions are fully collateralized.
6. To manage the department's budget and ensuring the availability of funds to meet cash flow requirements.

Accounting

1. To provide accurate, complete, and timely recording and reporting of the financial transactions and activities of the Department.
2. To process the Department's payroll in a timely manner.
3. To process accounts payable and issue payments in a timely and efficient manner.
4. To ensure accountability of the Utility Plant Assets and Property.

Consumer Service

1. To provide timely billing, collection, accounting and depositing of water bills and jobbing invoices.
2. Process meter applications and new services.
3. Service customers through inquires on billing, payment and collection matters.
4. Maintain records of accounts receivable.

Program Highlights

Programs Measures	***FY 2017 (actual)***	***FY 2018 (estimate)***	***FY 2019 (estimate)***
Annual Financial Audit	Yes	Yes	Yes
Return on Investments	.77%	.60%	.50%
Water billings (No. of bills issued)	255,530	256,178	256,835
New Meter applications	216	304	242
Accounts payable transaction	2,346	2300	3,000
Payroll checks	2098	2133	2200
Payroll processed in work days	10	10	10

Fiscal Ongoing Initiatives:

- Five (5) years Water Rate Study for the period from FY 2017-2021.
- Annual Water Audit.
- Annual Financial Audit.
- Procurement: Consultants to assist DOW Develop Financial Policies.
- Procurement: Service providers to implement Credit card payment option.

Accounting System:

- Accounting uses Great Plains Financial System to process and maintain the general ledger.
- Monthly financial closing and financial reporting was enabled; monthly reporting to the board has been accelerated.
- A new budget format was introduced where each Division Head is now designated as budget managers of their own division's budget. Each has access to an Encumbrance Report where they can monitor their year to date budget status.
- Payroll is processed twice a month through the County's AS 400 payroll system. The DOW adheres to the County's payroll deadline to meet their closing requirements.
- The Department uses Maintenance Productivity Enhancement Tool (MPET) to process Operations' timesheet for payroll. In addition, MPET is used to maintain Materials and Meters Inventory as well as keeping track of Work Orders for billable and non-billable charges.
- Fiscal Reorganization to re-align some existing positions with current job descriptions was approved by the board; still working with the County's Human Resources department for approval.

Consumer Service:

- New instance of CC&B was implemented. CC&B hosting solution and other alternatives to CC&B are being explored.
- Meters are read monthly and bills are sent out monthly.
- Bill payment thru "Lock box" is in use.
- Automatic Bill Pay E-bill presentment are available options to pay bills until online bill pay or ACH pay are fully implemented.

Account	Description	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual	FY 2018-2019 Proposed
Water Utility Fund		*$ 179,893*	*$ 205,124*	*$ 298,325*	*$ 226,695*	*$ 300,033*	*$ 96,901*	*$ 479,268*
10-30-20-540-010	WU/Bill/Collection/Professional Services - General	*$ 232*	*$ -*	*$ -*	*$ -*	$ 50,000	$ -	$ 230,000
10-30-20-541-010	WU/Bill/Collection/Other Services	$ 10,200	$ 17,501	$ 30,100	$ 24,513	$ 35,100	$ 15,160	$ 35,100
10-30-20-541-020	WU/Bill/Collection/Billing Costs	$ 166,885	$ 185,723	$ 255,500	$ 199,586	$ 206,658	$ 80,562	$ 206,658
10-30-20-563-000	WU/Bill/Collection/Operating Supplies	$ 1,710	$ 1,214	$ 2,500	$ 2,520	$ 2,500	$ 1,179	$ 3,500
10-30-20-570-010	WU/Bill/Collection/Books, Publications, Subscriptions, and Memberships	$ -	$ -	$ -	$ -	$ 350	$ -	$ 350
10-30-20-571-010	WU/Bill/Collection/Training and Development	$ 868	$ 686	$ 6,000	$ 75	$ 1,000	$ -	$ 3,000
10-30-20-572-010	WU/Bill/Collection/Travel and Per Diem	$ -	$ -	$ 4,225	$ -	$ 4,425	$ -	$ 660
Capital Purchases		**$0**	**$530,222**	**$290,680**	**$596,689**	**$33,000**	**$54,384**	**$33,000**
10-30-00-604-999	WU/Bill/Collection/Capital Outlay - Rehabilitation and Replacement/Equipment	$ -	$ 27,714	$ -	$ -	$ 33,000	$ -	$ 33,000
10-30-00-605-999	WU/Bill/Collection/Capital Outlay - Expansion	$0	$502,507	$290,680	$596,689	$0	$54,384	$0
	SUMMARY OF OPERATING EXPENSES	$ 179,893	$ 205,124	$ 298,325	$ 226,695	$ 300,033	$ 96,901	$ 479,268
	SUMMARY OF CAPITAL PURCHASES	$ -	$ 530,222	$ 290,680	$ 596,689	$ 33,000	$ 54,384	$ 33,000
	OPERATING EXPENSES PLUS CAPITAL OUTLAY	$ 179,893	$ 735,345	$ 589,005	$ 823,384	$ 333,033	$ 151,285	$ 512,268

TOTAL:	WU/Bill/Collection/Professional Services - General	**$232**	**$0**	**$0**	**$0**	**$50,000**		**$230,000**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual as of 1/31/18	FY 2018-2019 Proposed Budget
Project Management	To implement online and credit card payments options			$0		$50,000		$80,000
CC&B Support and Change Requests	CC&B Software & Hardware Support - Kauai cost allocation							
Project Management	Alternative Billing Software			$0		$0		$150,000

TOTAL: WU/Bill/Collection/Other Services **$10,200** **$17,501** **$30,100** **$24,513** **$35,100** **$15,160** **$35,100**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual as of 1/31/18	FY 2018-2019 Proposed Budget
Armored Car Service	Deposit pick up from DOW to Bank institution			$10,100		$11,100		$11,100
Billing System Enhancements	CHANGE ORDER ALLOWANCE: TO Modify system to accommodate Billing Field Activity (F/A) Integration into MPET, Lockbox services, IVR, e-Bill services, and custom reports			$20,000		$0		$0
Lock box service	Bank fees / Lock box processing fees (moved from 541-020)					$24,000		$24,000
	As needed Change Order Requests:							
	Field Activity Integration to MPET Work Order							
	Lockbox Service							
	Credit Card Payment Option							
	IVR & E-bill services							
	Custom Reports							
	Printing - Miscellaneous forms							

TOTAL: WU/Bill/Collection/Billing Costs **$166,885 $185,723 $255,500 $199,586 $206,658 $80,562 $206,658**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual as of 1/31/18	FY 2018-2019 Proposed Budget
Postage for Water Bills	Postage for Water Bills			$92,400		$117,418		$117,418
Bill Processing Fees	Bill Processing fees			$87,500		$87,640		$87,640
Billing System	Charges from HBWS for License, Software & Hardware Support. (50% of 99,273, rounded)			$50,000		$0		$0
Lock box service	PO Box rental			$1,600		$1,600		$1,600
Lock box service	Bank fees / Lock box processing fees (moved to 541-010)			$24,000		$0		$0

TOTAL: WU/Bill/Collection/Operating Supplies **$1,710 $1,214 $2,500 $2,520 $2,500 $1,179 $3,500**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual as of 1/31/18	FY 2018-2019 Proposed Budget
Miscellaneous supplies	Binders, receipt paper, and other supplies not covered in the office supply budget, safety shoes; meter reading small tools			$2,500		$2,500		$2,500
Office and Desk Accessories	Ergonomic/ADA workspace fittings; i.e. varidesks							$1,000

TOTAL:	WU/Bill/Collection/Books, Publications, Subscriptions, and Memberships	**$0**	**$0**	**$0**	**$0**	**$350**		**$350**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual as of 1/31/18	FY 2018-2019 Proposed Budget
GFOA	Membership for one employee (to secure lower rates on conference fees)			$0		$350		$350

TOTAL: WU/Bill/Collection/Training and Development **$868** **$686** **$6,000** **$75** **$1,000** **$3,000**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual as of 1/31/18	FY 2018-2019 Proposed Budget
Staff Training	CC&B and/or new CIS billing			$5,000		$0		$0
Staff development trainings	KCC - OCET and other skills training			$1,000		$1,000		$3,000

TOTAL: WU/Bill/Collection/Travel and Per Diem **$0 $4,225 $0 $4,425 $660**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual as of 1/31/18	FY 2018-2019 Proposed Budget
Staff Travel	Coordination w/ HBWS, Maui water departments ($200+20)*3			$660		$660		$660
GFOA Conference - GASB or GAAP Trainings	Continuing Education for GASB and GAAP updates			$3,565		$3,765		$0
	Airfare for 1 ($1,400)							
	Hotel ($240*5)							
	Per diem ($145*7)							
	Miscellaneous ($150)							

TOTAL:	WU/Bill/Collection/Capital Outlay - Rehabilitation and Replacement/Equipment	**$0**	**$27,714**	**$0**	**$0**	**$33,000**		**$33,000**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual as of 1/31/18	FY 2018-2019 Proposed Budget
2W pick up truck	Replace CK XXX for Meter Reader. Year and mileage -			$0		$0		$33,000
2W pick up truck	Budget transfer from Op's budget			$0		$33,000		
Lobby	Replace windows and install speaker box							$0

TOTAL: WU/Bill/Collection/Capital Outlay - Expansion **$0 $502,507 $290,680 $596,689 $0 $54,384 $0**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual as of 1/31/18	FY 2018-2019 Proposed Budget
New Billing System	Implementation of a New Customer Information System (CIS) for Billing & Collection.	$0	$502,507	$240,680		$0		$0
New Security System	New Security System for the new building			$50,000		$0		$0

Account	Description	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual	FY 2018-2019 Proposed
Water Utility Fund		***$ 139,912***	***$ 195,462***	***$ 317,075***	***$ 163,326***	***$ 237,625***	***$ 97,056***	***$ 366,745***
10-31-10-540-010	WU/Acctg/Admin/Professional Services - General	*$13,500*	*$61,795*	*$56,000*	*$70,879*	$56,000	$11,171	$206,000
10-31-10-540-020	WU/Acctg/Admin/Accounting and Auditing	*$71,000*	*$85,284*	*$190,000*	*$58,805*	$120,000	$65,900	$106,800
10-31-10-541-010	WU/Acctg/Admin/Other Services - General	*$25,637*	*$20,581*	*$28,800*	*$16,954*	$28,800	$8,534	$21,600
10-31-10-562-000	WU/Acctg/Admin/Office Supplies	*$22,590*	*$19,396*	*$30,000*	*$13,196*	$22,000	$11,183	$22,000
10-31-10-563-000	WU/Acctg/Admin/Operating Supplies	*$1,338*	*$2,270*	*$3,500*	*$2,776*	$2,500	$268	$2,500
10-31-10-570-010	WU/Acctg/Admin/Books, Publications, Subscriptions, and Memberships	*$200*	*$390*	*$1,410*	*$200*	$760	$0	$760
10-31-10-571-010	WU/Acctg/Admin/Training and Development	*$2,034*	*$558*	*$2,000*	*$517*	$2,000	$0	$2,000
10-31-10-572-010	WU/Acctg/Admin/Travel & Per Diem	*$1,444*	*$5,009*	*$4,765*	*$0*	$4,965	$0	$4,485
10-31-10-573-010	WU/Acctg/Admin/Meeting Expense	*$2,169*	*$180*	*$600*	*$0*	$600	$0	$600

SUMMARY OF OPERATING EXPENSES	$ 139,912	$ 195,462	$ 317,075	$ 163,326	$ 237,625	$ 97,056	$ 366,745
SUMMARY OF CAPITAL PURCHASES	$ -	$ -	$ -	$ -	$ -	$ -	$ -
OPERATING EXPENSES PLUS CAPITAL OUTLAY	**$ 139,912**	**$ 195,462**	**$ 317,075**	**$ 163,326**	**$ 237,625**	**$ 97,056**	**$ 366,745**

TOTAL:	WU/Acctg/Admin/Professional Services - General	**$13,500**	**$61,795**	**$56,000**	**$70,879**	**$56,000**	**$11,171**	**$206,000**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual as of 1/31/18	FY 2018-2019 Proposed
Bond Counsel	County's allocation to DOW. County makes all decisions regarding isssuing and refunding bonds.			$15,000		$15,000		$15,000
Actuarial & Valuation Services	OPEB - Other Post Employment Benefits & ERS - County and/or State allocation to DOW.			$15,000		$15,000		$15,000
Workers Comp Actuarial Valuation	County's allocation to DOW. County makes all decisions regarding procurement and use of these services.			$6,000		$6,000		$6,000
New Water Rate Study for FY 2017-2022	Financial Planning & Rate analysis			$20,000		$20,000		$20,000
Consulting Services	To assist DOW develop Financial Policies on Financial Planning, Capital Improvement Planning and Prioritization, Debt Issuance and Development of a Capital & Operating Expenditures Budget							$150,000

TOTAL: WU/Acctg/Admin/Accounting and Auditing		**$71,000**	**$85,284**	**$190,000**	**$58,805**	**$120,000**	**$65,900**	**$106,800**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual as of 1/31/18	FY 2018-2019 Proposed
Auditor	Annual financial audit (FY 2016).	$85,000		$170,000		$100,000		$86,800
Consultant	Consulting services as needed.	$20,000		$20,000		$20,000		$20,000

TOTAL:	WU/Acctg/Admin/Other Services - General	**$25,637**	**$20,581**	**$28,800**	**$16,954**	**$28,800**	**$8,534**	**$21,600**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual as of 1/31/18	FY 2018-2019 Proposed
Bank Service Fees	Analysis Charge (Average $1800 per month)	$28,800		$28,800		$28,800		$21,600

TOTAL: WU/Acctg/Admin/Office Supplies **$22,590 $19,396 $30,000 $13,196 $22,000 $11,183 $22,000**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual as of 1/31/18	FY 2018-2019 Proposed
Copy Paper				$5,000		$5,000		$5,000
Office Supplies	Pens, Pencils, Writing Pads, Binders, Storage Boxes, Folders, Note Pads, Etc			$10,000		$5,000		$5,000
Freight (Office Supplies)				$1,000		$1,000		$1,000
Miscellaneous Forms	Letterheads, envelopes, booklet covers			$2,000		$2,000		$2,000
Janitorial Supplies				$6,000		$6,000		$7,000
Zee Medical	Front Office			$5,000		$2,000		$2,000
Office and Desk Accessories				$1,000		$1,000		$0

TOTAL: WU/Acctg/Admin/Operating Supplies		**$1,338**	**$2,270**	**$3,500**	**$2,776**	**$2,500**	**$268**	**$2,500**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual as of 1/31/18	FY 2018-2019 Proposed
Miscellaneous supplies	Binders and other specialty items not included in the Admin office supply budget	$5,000		$3,500		$2,500		$1,000
Dual Monitors	Dual Monitors	$5,000						
Office and Desk Accessories	Ergonomic/ADA workspace fittings; i.e. varidesks							$1,500

TOTAL:	WU/Acctg/Admin/Books, Publications, Subscriptions, and Memberships	**$200**	**$390**	**$1,410**	**$200**	**$760**	**$0**	**$760**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual as of 1/31/18	FY 2018-2019 Proposed
GFOA	Membership for controller (to secure lower rates on conference fees)			$1,000		$350		$350
Subscriptions	GFOA subscriptions			$410		$410		$410

TOTAL: WU/Acctg/Admin/Training and Development **$2,034** **$558** **$2,000** **$517** **$2,000** **$2,000**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual as of 1/31/18	FY 2018-2019 Proposed
Trainings	Staff training	$2,000		$2,000		$2,000		$2,000
Mindfullness Training	325 * 3	$975						

TOTAL: WU/Acctg/Admin/Travel & Per Diem **$1,444** **$5,009** **$4,765** **$0** **$4,965** **$0** **$4,485**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual as of 1/31/18	FY 2018-2019 Proposed
Travel & Per Diem	GFOA Conference - Continuing Education for GAAP and GASB updates	$2,900		$3,565		$3,765		$3,765
	Airfare for 1 ($1,400)							
	Hotel ($240*5)							
	Per diem ($145*7)							
	Miscellaneous ($150)							
Interisland meetings	Interisland travels (240 * 3)			$1,200		$1,200		$720

TOTAL: WU/Acctg/Admin/Meeting Expense		**$2,169**	**$180**	**$600**	**$0**	**$600**	**$0**	**$600**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual as of 1/31/18	FY 2018-2019 Proposed
Registration	GFOA Conference registration		$600	$600		$600		$600

Account	Description	*FY 2014-2015 Actual*	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual	FY 2018-2019 Proposed
Water Utility Fund		**20,004,196**	**25,445,357**	**21,970,624**	**18,716,452**	**21,967,834**	**11,527,191**	**19,975,949**
10-01-10-530-060	WU/Admin/Admin/Post-Employment Benefits (OPEB)	$884,000	$914,000	$968,000	$968,000	$1,002,000	$663,244	$1,011,000
10-00-10-547-000	WU/Acctg/Admin/County Service Charge	$1,989,642	$2,122,038	$1,991,250	$2,133,294	$2,122,038	$1,066,647	$2,133,294
10-00-90-580-000	WU/Depreciation/Depreciation**	$6,707,560	$6,513,305	$7,314,750	$6,821,400	$7,314,750	$3,446,622	$7,314,750
10-00-90-581-000	WU/Depreciation/Amortization**	$445,317	$594,054	$650,000	$660,984	$650,000	$346,292	$700,000
10-00-90-582-000	WU/Inflows/Outflows**	$0	-$41,932	$0	-$41,932	$0	-$20,966	-$41,932
10-00-00-582-000	WU/Interest Expense	$4,013,376	$3,716,337	$3,808,660	$3,440,092	$3,639,100	$1,785,201	$3,460,087
10-00-00-590-000	WU/Transfers to Other Funds	$0	$1,823,786	$0	$0	$0	$0	$0
10-00-00-590-001	WU/Transfers to Other Funds (DSR)	$0	$0	$0	$0	-$100,000	$0	-$100,000
10-00-00-590-002	WU/Transfers to Other Funds (ER)	$0	$0	$0	$0	$400,000	$0	$600,000
10-00-00-602-000	WU/Loan Proceeds	$0	$1,994,202	$0	$0	$0	$0	$0
10-00-00-682-000	WU/Debt Principal Expense	$4,390,954	$4,565,889	$4,717,296	$4,717,296	$4,835,459	$4,233,423	$4,883,749
20-00-00-590-000	FRC/Transfers to Other Funds	$1,573,347	$1,225,185	$2,500,668	$0	$2,080,486	$0	$0
30-31-10-541-010	Bond/Transfers to Other Funds	$0	$24,291	$20,000	$17,318	$24,000	$6,728	$15,000
60-00-00-590-000	SRF/Transfers to Other Funds	$0	$1,994,202	$0	$0	$0	$0	$0

**Depreciation/Amortization/Bond Inflows & Outflows - non cash budget items

TOTAL:	WU/Admin/Admin/Post-Employment Benefits (OPEB)	**$884,000**	**$914,000**	**$968,000**	**$968,000**	**$1,002,000**	**$663,244**	**$1,011,000**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual as of 1/31/18	FY 2018-2019 Proposed Budget
OPEB Expense	Amount is estimated and is subject to change. New valuation is coming out around end of April			$968,000		$1,002,000		$1,011,000

TOTAL: WU/Acctg/Admin/County Service Charge **$1,989,642 $2,122,038 $1,991,250 $2,133,294 $2,122,038 $1,066,647 $2,133,294**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual as of 1/31/18	FY 2018-2019 Proposed Budget
County Service Charge	2408 - 6" @ $804 = $1,936,032; 40 - 4" Hydrant @ $276.00 = $11,040 ; 330 - Standpipes @ $129.00 = $42,570			$1,991,250		$2,122,038		$2,133,294

TOTAL: WU/Depreciation/Depreciation**		**$6,707,560**	**$6,513,305**	**$7,314,750**	**$6,821,400**	**$7,314,750**	**$3,446,622**	**$7,314,750**
Line Item	**Notes**	**FY 2014-2015 Actual**	**FY 2015-2016 Actual**	**FY 2016-2017 Budget**	**FY 2016-2017 Actual**	**FY 2017-2018 Budget**	**FY 2017-2018 YTD Actual as of 1/31/18**	**FY 2018-2019 Proposed Budget**
Depreciation	Depreciation based on DOW financials			$7,314,750		$7,314,750		$7,314,750

TOTAL: WU/Depreciation/Amortization**		**$445,317**	**$594,054**	**$650,000**	**$660,984**	**$650,000**	**$346,292**	**$700,000**
Line Item	**Notes**	**FY 2014-2015 Actual**	**FY 2015-2016 Actual**	**FY 2016-2017 Budget**	**FY 2016-2017 Actual**	**FY 2017-2018 Budget**	**FY 2017-2018 YTD Actual as of 1/31/18**	**FY 2018-2019 Proposed Budget**
Amortization	Amortization based on FY 2014 financials		$594,054	$650,000		$650,000		$700,000

TOTAL: WU/Inflows/Outflows**		**$0**	**-$41,932**	**$0**	**-$41,932**	**$0**	**-$20,966**	**-$41,932**
Line Item	**Notes**	**FY 2014-2015 Actual**	**FY 2015-2016 Actual**	**FY 2016-2017 Budget**	**FY 2016-2017 Actual**	**FY 2017-2018 Budget**	**FY 2017-2018 YTD Actual as of 1/31/18**	**FY 2018-2019 Proposed Budget**
Amortization	Amortization based on financials		-$41,932	$0	-$41,932	$0	-$20,966	-$41,932

TOTAL: WU/Interest Expense		**$4,013,376**	**$3,716,337**	**$3,808,660**	**$3,440,092**	**$3,639,100**	**$1,785,201**	**$3,460,087**
Line Item	**Notes**	**FY 2014-2015 Actual**	**FY 2015-2016 Actual**	**FY 2016-2017 Budget**	**FY 2016-2017 Actual**	**FY 2017-2018 Budget**	**FY 2017-2018 YTD Actual as of 1/31/18**	**FY 2018-2019 Proposed Budget**
01-00-00-582-02	Kauai GOB 2011 A Series (97.1)			$130,550		$120,700		$112,225
01-00-00-582-04	2012A Water Bonds -Refunded Part of 2005A (97.3)			$111,288		$104,513		$96,638
01-00-00-582-05	2010A Series -BAB (92)			$2,745,053		$2,672,511		$2,589,724
01-00-00-582-06	2005A Water Bonds, Partial Refunding of 2001 Series A (87)			$77,338		$61,088		$45,713
01-00-00-582-07	SRF Loan Hanapepe River Crossing (80)			$20,793		$18,011		$15,203
01-00-00-582-08	SRF Loan Hanapepe 27" Pipeline (81)			$11,589		$10,039		$8,474
01-00-00-582-09	SRF Loan Wailua Homesteads Well No. 3 (82)			$6,359		$5,553		$4,743
01-00-00-582-10	SRF Loan Lihue Steel Tanks 1 & 2 (83)			$21,906		$19,447		$16,978
01-00-00-582-11	SRF Loan Ornellas 0.2 MG Tank (84)			$14,563		$12,939		$11,302
01-00-00-582-12	SRF Loan 16" Waterline Kuhio Hwy Wailua (85)			$40,653		$36,511		$32,364
01-00-00-582-13	SRF Loan - Poipu Rd 16 inch main (88)			$97,832		$88,801		$79,756
01-00-00-582-14	SRF Loan - Stable 1.0 MG Tank (89)			$171,969		$158,710		$145,388
01-00-00-582-15	SRF Loan - Kaumualii Hwy 12 inch Main Repl Elepaio (90)			$98,025		$90,767		$83,489
01-00-00-582-16	SRF Loan - Waha, Wawae & Niho (91)			$47,754		$44,218		$40,673
01-00-00-582-17	SRF Loan - Kapilimao 0.5 MG Tank (94)			$101,146		$93,983		$86,792
01-00-00-582-18	SRF Loan- Kokolau (98)			$22,825		$18,601		$14,321
01-00-00-582-19	SRF Loan- Kapilimao Well (99)			$12,332		$10,243		$8,127
01-00-00-582-20	SRF Loan - Wailua Houselots Main Repl			$48,647		$45,886		$43,078
01-00-00-582-21	SRF Loan - Plh 39a, Lihue Baseyard			$28,039		$26,579		$25,098

TOTAL: WU/Transfers to Other Funds **$1,823,786** **$0** **$0** **$0**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual as of 1/31/18	FY 2018-2019 Proposed Budget
Transfer SRF Loan forgiveness	Transfer estimated proceeds from SRF loan forgiveness to SRF fund							
Transfer SRF Loan Proceeds	Transfer estimated proceeds from SRF loan to SRF fund							

TOTAL: WU/Transfers to Other Funds (DSR) **$0** **$0** **-$100,000** **-$100,000**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual as of 1/31/18	FY 2018-2019 Proposed Budget
	Debt Service Reserve (50% of annual debt service, $2.1M transferred)					-$100,000		-$100,000

TOTAL: WU/Transfers to Other Funds (ER) **$0** **$0** **$400,000** **$600,000**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual as of 1/31/18	FY 2018-2019 Proposed Budget
25% of $25.8M less $3.6M transferred	Emergency Reserve (25% of Operating Revenues, $3.6M transferred)					$400,000		$600,000

TOTAL: WU/Loan Proceeds **$1,994,202** **$0** **$0** **$0**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual as of 1/31/18	FY 2018-2019 Proposed Budget
SRF Loan Proceeds	SRF Loan Proceeds			$0		$0		$0

TOTAL: WU/Debt Principal Expense		**$4,390,954**	**$4,565,889**	**$4,717,296**	**$4,717,296**	**$4,835,459**	**$4,233,423**	**$4,883,749**
Line Item	**Notes**	**FY 2014-2015 Actual**	**FY 2015-2016 Actual**	**FY 2016-2017 Budget**	**FY 2016-2017 Actual**	**FY 2017-2018 Budget**	**FY 2017-2018 YTD Actual as of 1/31/18**	**FY 2018-2019 Proposed Budget**
01-00-00-682-01	1980 FmHA (93)			$0		$0		$0
01-00-00-682-02	Kauai GOB 2011 A Series (97.1)			$310,000		$320,000		$325,000
01-00-00-682-03	2005A Water Bonds (86)							
01-00-00-682-04	2012A Water Bonds -Refunded Part of 2005A (97.3)			$145,000		$155,000		$160,000
01-00-00-682-05	2010A Series -BAB (92)			$2,030,000		$2,100,000		$2,185,000
01-00-00-682-06	2005A Water Bonds, Partial Refunding of 2001 Series A (87)			$315,000		$335,000		$280,000
01-00-00-682-07	SRF Loan Hanapepe River Crossing (80)			$65,417		$66,067		$66,722
01-00-00-682-08	SRF Loan Hanapepe 27" Pipeline (81)			$36,455		$36,818		$37,183
01-00-00-682-09	SRF Loan Wailua Homesteads Well No. 3 (82)			$21,245		$21,358		$21,473
01-00-00-682-10	SRF Loan Lihue Steel Tanks 1 & 2 (83)			$66,169		$66,475		$66,781
01-00-00-682-11	SRF Loan Ornellas 0.2 MG Tank (84)			$42,452		$42,694		$42,942
01-00-00-682-12	SRF Loan 16" Waterline Kuhio Hwy Wailua (85)			$121,379		$121,574		$121,768
01-00-00-682-13	SRF Loan - Poipu Rd 16 inch main (88)			$264,716		$265,141		$265,565
01-00-00-682-14	SRF Loan - Stable 1.0 MG Tank (89)			$378,317		$379,273		$380,260
01-00-00-682-15	SRF Loan - Kaumualii Hwy 12 inch Main Repl Elepaio (90)			$203,040		$203,694		$204,346
01-00-00-682-16	SRF Loan - Waha, Wawae & Niho (91)			$98,906		$99,224		$99,542
01-00-00-682-17	SRF Loan - Kapilimao 0.5 MG Tank (94)			$194,913		$195,735		$196,558
01-00-00-682-18	SRF Loan- Kokolau (98)			$91,085		$92,339		$93,608
01-00-00-682-19	SRF Loan- Kapilimao Well (99)			$49,051		$49,542		$50,044
01-00-00-682-20	SRF Loan - Wailua Houselots Main Repl			$186,026		$186,926		$187,862
01-00-00-682-21	SRF Loan - Plh 39a, Lihue Baseyard			$98,124		$98,601		$99,095

TOTAL: FRC/Transfers to Other Funds		**$1,573,347**	**$1,225,185**	**$2,500,668**	**$0**	**$2,080,486**	**$0**	**$0**
Line Item	**Notes**	**FY 2014-2015 Actual**	**FY 2015-2016 Actual**	**FY 2016-2017 Budget**	**FY 2016-2017 Actual**	**FY 2017-2018 Budget**	**FY 2017-2018 YTD Actual as of 1/31/18**	**FY 2018-2019 Proposed Budget**
Transfer to W/U	Proportionate FRC Debt Service			$2,500,668		$2,080,486		
	(FY 2016 = 2,500,668)							
	**no transfer was recorded in FY 2017							

TOTAL: Bond/Transfers to Other Funds **$24,291 $20,000 $17,318 $24,000 $6,728 $15,000**

Line Item	Notes	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-2017 Budget	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual as of 1/31/18	FY 2018-2019 Proposed Budget
Custodial fee	BAB custodial fee & other investment costs			$20,000		$24,000		$15,000

Operations Division

Program Budget – FY2018 - 2019

PROGRAM DESCRIPTION

The Operations Division is responsible for maintaining and operating the Department's water distribution network, water storage facilities and water producing sources. This infrastructure provides potable water to approximately 21,000 metered services in sufficient quantities, at adequate pressures, with minimum interruptions and of a quality safe and suitable for human consumption as mandated by the United States Environmental Protection Agency (USEPA) and the Safe Drinking Water Act (SDWA).

As water is an essential commodity, emergency repairs and trouble calls are provided round-the-clock on an as-needed basis. In order to accomplish its mission, the Operations' Division maintains and stocks a complete inventory of materials and supplies for assurances that repairs are completed in a timely manner. This Division handles the smaller construction projects and participates in large pipeline installation projects. It also initiates field engineering to ensure efficient operations. Along with the responsibilities of providing potable water, it provides the Department's fleet management functions and is responsible with the maintenance, repairs and replacement of vehicles and equipment.

Under the direction of the Chief of Operations, the Division consists of the Plant Operations Section and the Field Operations Section. There are 48 permanent positions and 11 temporary as needed positions for the Division.

PROGRAM OBJECTIVES

Our daily activities are centered along the following:

1. Operating, monitoring, and maintaining 53 deep well pumping stations, 19 booster pumping stations along with its associated electrical motor control centers and chlorination disinfection equipment, 4 tunnel sources, 62 storage tanks, 75 control valve stations,
2. Maintaining, repairing, and replacing mechanical and electrical malfunctioning components, equipment and infrastructure to maintain water service.

3. Maintaining and repairing the Department's 47 vehicles, 1 electric car, 3 mini-excavator, 2 backhoes, 2 skid steer loaders along with their various attachments, 1 portable air compressor, 11 trailers, 12 trailer-mounted generators ranging is sizes from 70 KW to 400 KW, 2 light towers, 2 riding lawn mowers and numerous motorized hand-operated construction equipment.

4. Operating, monitoring, repairing and maintaining 400+ miles of pipelines and approximately 21,000+ consumer water service connections and meters, 4,000+ valves, 2,645+ fire hydrants and standpipes.

5. Installing new service connections and meters including the replacement of defective meters and those in service for 20 years. Providing temporary water services through hydrant meter connections for construction activities like dust control and landscaping.

In addition to our daily activities, some of the major occurrences and tasks performed by the Operations Division during FY 2017-2018 were:

Personnel

- The following positions were vacated: one (1) Pipefitter Helper (promotion to Pipefitter), one (1) Water Service Supervisor III (promotion to Field Operations Superintendent)
- One (1) Operations Division personnel took and passed the Distribution System Operator II exam.
- Vacant Field Operations Superintendent position was filled.
- Vacant Equipment Operator II is dollar funded.
- Vacant Waterworks Electronics/Plant Electrical Tradesperson I is dollar funded.
- Vacant Water Plants Superintendent interview completed; recommendation to hire forwarded.
- Vacant Water Plant Operator is dollar funded. Request to temporarily downgrade to Assistant Water Plant Operator for training purposes forwarded.
- Vacant Heavy Vehicle and Construction Equipment Mechanic is dollar funded.

Source and Storage

- As of Fiscal Year 2018, disinfection was converted from gas Chlorine to Sodium Hypochlorite except for the three (3) wells in Hanapepe.
- Sanitary Surveys were conducted by the Department of Health in the Puhi-Lihue-Hanamaulu-Wailua-Kapaa Area. Immediate repairs were made to site where significant deficiencies were noted.
- Jelly Factory Pump Replacement, Contract 619 completed
- Piwai Well #3 repair, Contract 626 completed
- Koloa Well C Repair, Contract 623 completed
- Wainiha Well 2 replacement, Contract 628 completed
- Puhi Well 5A repairs, Contract 630 completed
- Kekaha Shaft repairs, Contract 647 on-going

Distribution

- West crews replaced approximately 2,126 feet of 3" PVC mainline along Lokokai Road.
- New leak detection equipment purchased and delivered, Contract 642
- As of February 28, 2018, distribution system operators responded to 299 emergency calls reporting pipeline and hydrant leaks.
- As of February 28, 2018, Operations Division personnel responded to 282 Hawaii One Call Center requests from contractors and developers for water line location markings.
- Crews replaced 21 meter boxes, and installed/replaced/repaired 118 meters.
- A total of 12 live taps were performed.
- A total of 8 service laterals were installed or replaced.
- Hydrant crew replaced 5 fire hydrants
- A total of 18 temporary hydrant meter applications were processed and installed.

Ops Inventory, Warehouse and Baseyard Area

- Old vehicles and equipment auctioned
- Contract C645 on-going, 2 medium duty and 3 light duty vehicles awaiting delivery
- Contract C648 on-going, Air conditioning maintenance.

GOALS FOR THE 2018-2019 FISCAL YEAR

1. Recruit to fill vacant positions.
2. Contract and complete Preliminary Engineering Report (PER) for the vacated admin building renovation
3. Continue with progress made in converting from paper to electronic timesheets and have all Ops personnel on electronic timesheets.
4. Continue with the progress made in reminding employees to follow chain of command.
5. Continue and speed targeted pipeline and service lateral replacements.
6. Continue converting disinfection from gas chlorination systems to sodium hypochlorite.
7. Procure pilot project for on-site generation of Sodium Hypochlorite for disinfection.
8. Review and update the Department's Safety Program. Implement in daily operations.
9. Continue in-house projects of replacing transmission and main lines that are prone to breakage.
10. Continue in-house construction projects related to repair and maintenance of structures and infrastructure located within Department of Water remote sites.
11. Continue with the progress made in quickly responding to trouble and/or emergency calls.
12. Continue with the progress of having a weeklong standby crew that improved response time to leak reports received after regular office hours and on weekends and holidays.
13. Continue with the progress of reducing electric consumption.
14. Continue with the progress of reducing water loss and unbilled water.
15. Continue with the progress of replacing old and defective residential meters with new AMR meters for better billing accuracy.

Account	Description	*FY 2014-2015 Actual*	*FY 2015-2016 Actual*	FY 2016-2017 Budget	FY 2016-2017 YTD Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual	FY 2018-2019 Proposed
Operating Expenses		**$6,111,851**	**$5,028,089**	**$7,027,557**	**$4,530,088**	**$6,116,056**	**$3,359,947**	**$6,577,577**
10-40-50-501-001	WU/Ops/Power/Pump/Exc-Kalaheo	*$238,959*	*$0*		*$0*	*$0*	*$0*	*$0*
10-40-50-501-002	WU/Ops/Power/Pump/Exc-Kilauea	*$110,387*	*$0*		*$0*	*$0*	*$0*	*$0*
10-40-60-540-010	WU/Ops/TandD/Professional Services - General	*$0*	*$0*	*$200,001*	*$0*	*$400,000*	*$0*	*$250,001*
10-40-60-541-010	WU/Ops/TandD/Other Services	*$326*	*$499*	*$2,000*	*$993*	*$2,000*	*$276*	*$2,000*
10-40-50-543-000	WU/Ops/Power/Pump/Communication Services	*$38,447*	*$35,306*	*$40,480*	*$36,194*	*$40,480*	*$20,613*	*$0*
10-40-60-545-000	WU/Ops/TandD/Rentals and Leases	*$40,810*	*$35,383*	*$50,000*	*$69,831*	*$50,000*	*$24,142*	*$50,000*
10-40-50-551-000	WU/Ops/Power/Pump/Utility Services	*$2,829,531*	*$2,468,782*	*$3,046,000*	*$2,563,016*	*$2,596,000*	*$1,753,236*	*$2,700,000*
10-40-50-560-000	WU/Ops/PandP/Repairs and Maintenance - Water System	*$148,857*	*$0*	*$200,000*	*$8,292*	*$100,000*	*$5,730*	*$50,000*
10-40-60-560-000	WU/Ops/TandD/Repairs and Maintenance - Water System	*$59,941*	*$10,265*	*$166,000*	*$35,050*	*$21,000*	*$117,824*	*$171,000*
10-40-60-561-000	WU/Ops/TandD/Repairs and Maintenance - Other than Water System	*$113,063*	*$88,558*	*$210,000*	*$207,879*	*$180,000*	*$76,869*	*$228,000*
10-40-30-563-000	WU/Ops/Source/Operating Supplies	*$146,329*	*$133,429*	*$115,000*	*$38,008*	*$75,000*	*$19,517*	*$75,000*
10-40-40-563-000	WU/Ops/Purification/Operating Supplies	*$33,943*	*$57,876*	*$48,000*	*$34,245*	*$48,000*	*$28,440*	*$78,000*
10-40-50-563-000	WU/Ops/PandP/Operating Supplies	*$40,477*	*$102,417*	*$21,000*	*$36,568*	*$25,000*	*$16,459*	*$95,000*
10-40-60-563-000	WU/Ops/TandD/Operating Supplies	*$223,300*	*$449,443*	*$151,000*	*$251,688*	*$200,000*	*$157,489*	*$250,000*
10-40-50-563-010	WU/Ops/PandP/Operating Supplies/Invty. Stock	*$0*	*$0*	*$15,000*	*$1,857*	*$15,000*	*$3,649*	*$15,000*
10-40-60-563-010	WU/Ops/TandD/Operating Supplies/Invty. Stock	*$379,862*	*$0*	*$646,000*	*$119,269*	*$396,000*	*$119,657*	*$646,000*
10-40-60-564-000	WU/Ops/TandD/Fuel	*$111,959*	*$86,012*	*$148,750*	*$82,695*	*$115,500*	*$49,689*	*$115,500*
10-40-30-565-000	WU/Ops/Source/Bulk Water Purchase	*$1,573,111*	*$1,517,937*	*$1,916,826*	*$1,009,005*	*$1,800,576*	*$955,541*	*$1,800,576*
10-40-60-571-010	WU/Ops/TandD/Training & Development	*$20,426*	*$34,752*	*$37,500*	*$31,519*	*$37,500*	*$7,540*	*$37,500*
10-40-60-572-010	WU/Ops/TandD/Travel & Per Diem	*$0*	*$6,518*	*$14,000*	*$3,980*	*$14,000*	*$3,276*	*$14,000*
10-40-60-573-010	WU/Ops/TandD/Meeting Expense	*$2,125*	*$913*	*$0*	*$0*	*$0*	*$0*	*$0*
Capital Purchases		**$260,751**	**$520,400**	**$990,000**	**$489,703**	**$1,345,000**	**$103,111**	**$998,000**
10-40-00-604-999	WU/Ops/Capital Outlay - Rehabilitation and Replacement/FF&E	$260,751	$426,269	$595,000	$418,234	$845,000	$93,239	$670,000
10-40-00-605-999	WU/Ops/Capital Outlay - Expansion/FF&E	$0	$94,131	$395,000	$71,469	$500,000	$9,872	$328,000
	SUMMARY OF OPERATING EXPENSES	*$6,111,851*	*$5,028,089*	$7,027,557	$4,530,088	$6,116,056	$3,359,947	$6,577,577
	SUMMARY OF CAPITAL PURCHASES	*$260,751*	*$520,400*	$990,000	$489,703	$1,345,000	$103,111	$998,000
	OPERATING EXPENSES PLUS CAPITAL OUTLAY	*$6,372,602*	*$5,548,489*	$8,017,557	$5,019,791	$7,461,056	$3,463,058	$7,575,577

TOTAL: WU/Ops/TandD/Professional Services - General **$0** **$200,001** **$0** **$400,000** **$250,001**

Line Item	Notes	FY 2014- 2015 Actual	FY 2015- 2016 Actual	FY 2016 - 2017 Budget	FY 2016 - 2017 Actual	FY 2017 - 2018 Budget	FY 2017 - 2018 YTD Actual as of 1/31/18	FY 2018 - 2019 Proposed
Design services for emergency generators housing structures at remote sites	Engineering design for structures at remote sites to protect portable emergency generators; emergency generator evaluation for SWTP -P.E.R. only Phase I (budget was moved to Engineering)	$0	$0	$75,000		$75,000		$0
Phase II of generator shelter design	Actual design services for remote site emergency generator and shelters			$1				
Design services for Kilauea MCC replacement								
Design Services for old Admin Building Renovation	Preliminary Engineering Report and Assessment			$125,000		$125,000		$0
Baseyard Renovation	Preliminary Engineering Report and Assessment					$200,000		$200,000
Medical Practioner	Independent Medical Examiner - to examine employees with established patterns of sick leave abuse					$0		$1
Various MCC Refurbishments PER	Preliminary Engineering Report and Assessment							$50,000

TOTAL: WU/Ops/TandD/Other Services		**$326**	**$499**	**$2,000**	**$993**	**$2,000**	**$276**	**$2,000**
Line Item	**Notes**	**FY 2014- 2015 Actual**	**FY 2015- 2016 Actual**	**FY 2016 - 2017 Budget**	**FY 2016 - 2017 Actual**	**FY 2017 - 2018 Budget**	**FY 2017 - 2018 YTD Actual as of 1/31/18**	**FY 2018 - 2019 Proposed**
MMIS	MPET - additional services $20,000							
One Call	One Call Center			$2,000		$2,000		$2,000

TOTAL: WU/Ops/Power/Pump/Communication Services **$38,447 $35,306 $40,480 $36,194 $40,480 $20,613 $0**

Line Item	Notes	FY 2014- 2015 Actual	FY 2015- 2016 Actual	FY 2016 - 2017 Budget	FY 2016 - 2017 Actual	FY 2017 - 2018 Budget	FY 2017 - 2018 YTD Actual as of 1/31/18	FY 2018 - 2019 Proposed
Phone service for alarm circuits	24 circuits Budget Transferred to IT			$21,700		$21,700		$0
Cell phones for standby personnel	26 phones (23 personnel, 3 for alarm surges) See IT Budget			$18,000		$18,000		$0
DSL Service for employee to access SCADA from home	1 DSL Services - Budgeted in IT			$780		$780		$0

TOTAL: WU/Ops/TandD/Rentals and Leases **$40,810 $35,383 $50,000 $69,831 $50,000 $24,142 $50,000**

Line Item	Notes	FY 2014- 2015 Actual	FY 2015- 2016 Actual	FY 2016 - 2017 Budget	FY 2016 - 2017 Actual	FY 2017 - 2018 Budget	FY 2017 - 2018 YTD Actual as of 1/31/18	FY 2018 - 2019 Proposed
Construction equipment rentals.	Equipment rental. (e.g. excavator, roller, loader, scissor lift, boom lift, etc.)			$50,000		$50,000		$50,000

TOTAL: WU/Ops/Power/Pump/Utility Services		**$2,829,531**	**$2,468,782**	**$3,046,000**	**$2,563,016**	**$2,596,000**	**$1,753,236**	**$2,700,000**
Line Item	**Notes**	**FY 2014- 2015 Actual**	**FY 2015- 2016 Actual**	**FY 2016 - 2017 Budget**	**FY 2016 - 2017 Actual**	**FY 2017 - 2018 Budget**	**FY 2017 - 2018 YTD Actual as of 1/31/18**	**FY 2018 - 2019 Proposed**
Pumping facility electricity	63 accounts			$3,000,000		$2,550,000		$2,654,000
Tank sites and Garage Building electricity	25 Tank sites and one garage building.			$46,000		$46,000		$46,000

TOTAL:	WU/Ops/PandP/Repairs and Maintenance - Water System	**$148,857**	**$0**	**$200,000**	**$8,292**	**$100,000**	**$5,730**	**$50,000**

Line Item	Notes	FY 2014- 2015 Actual	FY 2015- 2016 Actual	FY 2016 - 2017 Budget	FY 2016 - 2017 Actual	FY 2017 - 2018 Budget	FY 2017 - 2018 YTD Actual as of 1/31/18	FY 2018 - 2019 Proposed
Pump replacement program	Including emergency pump replacementand repairs, ongoing program.			$200,000		$100,000		$50,000

TOTAL:	WU/Ops/TandD/Repairs and Maintenance - Water System	**$59,941**	**$10,265**	**$166,000**	**$35,050**	**$21,000**	**$117,824**	**$171,000**

Line Item	Notes	FY 2014- 2015 Actual	FY 2015- 2016 Actual	FY 2016 - 2017 Budget	FY 2016 - 2017 Actual	FY 2017 - 2018 Budget	FY 2017 - 2018 YTD Actual as of 1/31/18	FY 2018 - 2019 Proposed
Outside contractual services	Includes waste management, maintaining and repairing plant facilities, maintenance of facilities, maintenance of tunnel sources, alarm circuits.			$15,000		$20,000		$20,000
SCADA System Integrator Consulting and Maintenance Contract (Annually)	Outside services - Islandwide SCADA control system remote site maintenance.			$150,000		$0		$150,000
Easement 5-1-5:23	Annual Lease - Easement for booster pump station on Wailapa			$1,000		$1,000		$1,000

TOTAL:	WU/Ops/TandD/Repairs and Maintenance - Other than Water System	**$113,063**	**$88,558**	**$210,000**	**$207,879**	**$180,000**	**$76,869**	**$228,000**

Line Item	Notes	FY 2014- 2015 Actual	FY 2015- 2016 Actual	FY 2016 - 2017 Budget	FY 2016 - 2017 Actual	FY 2017 - 2018 Budget	FY 2017 - 2018 YTD Actual as of 1/31/18	FY 2018 - 2019 Proposed
Rehab and Restoration Services	Roadway rehab and repairs			$100,000		$75,000		$75,000
Baseyard Parking Lot	Baseyard Parking Lot			$25,000		$0		$0
Vehicle maintenance and service	Outside repair services and maintenance.			$75,000		$75,000		$75,000
Debris and HazMat Disposal	Landfill and Off-Island disposal			$10,000		$20,000		$20,000
Building Equipment Repairs					$0.00	$10,000.00		$10,000.00
A/C & Refrigerator Maintenance	A/C & Ref. Maint. For OPS Bldg., Microlab, New Admin Bldg., Old Admin Bldg.							$40,000
Elevator Maintenance	Elevator Maint. For New Admin Bldg., & Microlab							$5,000
Fire Protection	Fire Extinguishers							$3,000

TOTAL: WU/Ops/Source/Operating Supplies **$146,329 $133,429 $115,000 $38,008 $75,000 $19,517 $75,000**

Line Item	Notes	FY 2014- 2015 Actual	FY 2015- 2016 Actual	FY 2016 - 2017 Budget	FY 2016 - 2017 Actual	FY 2017 - 2018 Budget	FY 2017 - 2018 YTD Actual as of 1/31/18	FY 2018 - 2019 Proposed
Miscellaneous Rehab Projects	construction, maintenance and rehabilitation projects.			$115,000		$75,000		$75,000

TOTAL: WU/Ops/Purification/Operating Supplies **$33,943 $57,876 $48,000 $34,245 $48,000 $28,440 $78,000**

Line Item	Notes	FY 2014- 2015 Actual	FY 2015- 2016 Actual	FY 2016 - 2017 Budget	FY 2016 - 2017 Actual	FY 2017 - 2018 Budget	FY 2017 - 2018 YTD Actual as of 1/31/18	FY 2018 - 2019 Proposed
Sodium Hypochlorite and Chlorine Gas	Chemical supplies for disinfection - BEI price increase			$45,000		$45,000		$75,000
Soda Ash	pH control for source water.			$3,000		$3,000		$3,000

TOTAL: WU/Ops/PandP/Operating Supplies		**$40,477**	**$102,417**	**$21,000**	**$36,568**	**$25,000**	**$16,459**	**$95,000**
Line Item	**Notes**	**FY 2014- 2015 Actual**	**FY 2015- 2016 Actual**	**FY 2016 - 2017 Budget**	**FY 2016 - 2017 Actual**	**FY 2017 - 2018 Budget**	**FY 2017 - 2018 YTD Actual as of 1/31/18**	**FY 2018 - 2019 Proposed**
Electrical parts and materials	Repair parts for plant electricians to maintain, repair, and operate electrical pumping plants, booster stations, buildings, and structures.			$21,000		$25,000		$35,000
Sodium Hypochlorite on-site generation	Pilot project for Sodium Hypochlorite on--site generation							$60,000

TOTAL: WU/Ops/TandD/Operating Supplies		**$223,300**	**$449,443**	**$151,000**	**$251,688**	**$200,000**	**$157,489**	**$250,000**
Line Item	**Notes**	**FY 2014- 2015 Actual**	**FY 2015- 2016 Actual**	**FY 2016 - 2017 Budget**	**FY 2016 - 2017 Actual**	**FY 2017 - 2018 Budget**	**FY 2017 - 2018 YTD Actual as of 1/31/18**	**FY 2018 - 2019 Proposed**
Meter Parts	Repair parts and field testing equipment			$10,000		$10,000		$15,000
Road repair supplies	Cold mix and other roadway patching materials			$50,000		$75,000		$100,000
Traffic Safety Signs and Equipment	New safety and traffic control signs.			$5,000		$5,000		$8,000
Safety Equipment	Cost od safety shoes, safety glasses, PUC exams, respiratory exams, uniform shirts, safety clothin, replacement tools, equipment as mandated and required by OSHA, and collective bargaining agreements. Purchase one respirators for Plant & Field crewsas required.			$30,000		$35,000		$35,000
Miscellaneous expenditures	damages to property, and expenditures not classified elsewhere.			$5,000		$5,000		$5,000
Operational materials, supplies, and accessories.	Repair and maintenance materials for plant buildings and structures, equipment parts, pest and weed control, small tool purchases and replacements, trench patching and road repairs. ($50K budget under 102)			$22,000		$27,000		$35,000
Vehicle parts and materials	Cost of repair and maintenance of motor vehicles and power operated equipment, parts, accessories, tires, tire repairs, safety checks, batteries, and oil. ($50K budget under 102)			$25,000		$39,000		$45,000
Operational Equipment less than $5,000 per Board Policy No. 3, Item No. 4	Furnitures & Fixtures <$5,000.			$2,000		$2,000		$2,000
Operational Equipment less than $5,000 per Board Policy No. 3, Item No. 4	Tools and Equipment <$5,000. Includes but not limited to purchase of new computers			$2,000		$2,000		$5,000

TOTAL: WU/Ops/PandP/Operating Supplies/Invty. Stock **$15,000 $1,857 $15,000 $3,649 $15,000**

Line Item	Notes	FY 2014- 2015 Actual	FY 2015- 2016 Actual	FY 2016 - 2017 Budget	FY 2016 - 2017 Actual	FY 2017 - 2018 Budget	FY 2017 - 2018 YTD Actual as of 1/31/18	FY 2018 - 2019 Proposed
Electrical parts and materials	inventory Stock for repair parts for plant electricians to maintain, repair, and operate electrical pumping plants, booster stations, buildings, and structures.			$15,000		$15,000		$15,000

TOTAL: WU/Ops/TandD/Operating Supplies/Invty. Stock	**$379,862**	**$0**	**$646,000**	**$119,269**	**$396,000**	**$119,657**	**$646,000**

Line Item	Notes	FY 2014- 2015 Actual	FY 2015- 2016 Actual	FY 2016 - 2017 Budget	FY 2016 - 2017 Actual	FY 2017 - 2018 Budget	FY 2017 - 2018 YTD Actual as of 1/31/18	FY 2018 - 2019 Proposed
Small pipeline and service line replacement parts	Pipe and valves			$37,000		$37,000		$37,000
Large inventory items	Large diameter pipe, valves, and other items in inventory			$14,000		$14,000		$14,000
AMI Meter Pilot tests	1000 units @ $250 each			$250,000		$0		$250,000
New & Replacement- 5/8" meters	300 ea @ $200			$60,000		$60,000		$60,000
Replacement meters, all other sizes	65 others @ $600			$39,000		$39,000		$39,000
Replacement meter boxes and covers type b	100 ea @ $85			$8,000		$8,000		$8,000
Replacement meter boxes and covers type x	100 ea @ $115			$3,000		$3,000		$3,000
Hydrant replacement	Ongoing hydrant replacement program, as needed.			$60,000		$60,000		$60,000
Stock Inventory Items	Warehouse inventory parts and materials. ($150K budget under 102)			$125,000		$125,000		$125,000
SCADA Replacement Parts Inventory	Inventory parts			$50,000		$50,000		$50,000

TOTAL: WU/Ops/TandD/Fuel		**$111,959**	**$86,012**	**$148,750**	**$82,695**	**$115,500**	**$49,689**	**$115,500**
Line Item	**Notes**	**FY 2014- 2015 Actual**	**FY 2015- 2016 Actual**	**FY 2016 - 2017 Budget**	**FY 2016 - 2017 Actual**	**FY 2017 - 2018 Budget**	**FY 2017 - 2018 YTD Actual as of 1/31/18**	**FY 2018 - 2019 Proposed**
diesel for utility fleet	16,000 gallons at $3.50 per gallon; includes increase due to generator use			$59,500		$56,000		$56,000
gasoline for utility fleet	16,000 gallons at $3.50 per gallon; includes increase due to new vehicles			$89,250		$56,000		$56,000
Non-ethanol fuel	fuel for small engines - 1000 gallons at $3.50 per gallon					$3,500		$3,500

TOTAL: WU/Ops/Source/Bulk Water Purchase		**$1,573,111**	**$1,517,937**	**$1,916,826**	**$1,009,005**	**$1,800,576**	**$955,541**	**$1,800,576**
Line Item	**Notes**	**FY 2014- 2015 Actual**	**FY 2015- 2016 Actual**	**FY 2016 - 2017 Budget**	**FY 2016 - 2017 Actual**	**FY 2017 - 2018 Budget**	**FY 2017 - 2018 YTD Actual as of 1/31/18**	**FY 2018 - 2019 Proposed**
Princeville Utilities for Anini	20MG per Year x $2.40 per thousand gallons plus $148 per month standby charge			$49,776		$49,776		$49,776
Princeville Tract Subdivision	0.7 MG per year X $2.00 per thousand gallons plus $6.11 per month for standby charge			$1,900		$1,900		$1,900
Princeville Tank	1 MG per year X $2.00 per thousand gallons plus $230 per month standby charge			$4,800		$4,800		$4,800
Plantation Road Tank	0.7 MG per year X $2.00 per thousand gallons plus $70 per month for standby charge			$2,250		$2,250		$2,250
Grove Farm Water Purchase Agreement	2.5MGD @ 365 days @ $1.90 per thousand gallons			$1,825,000		$1,733,750		$1,733,750
Moloaa	0.7MG at $1.44 per thousand gallons			$1,000		$1,000		$1,000
Kalihiwai Bay Estate Water Association	1 mG @ $5 per thousand gallons			$5,000		$5,000		$5,000
Anahola Emergency Interconnection	Annual fee for interconnectoin			$2,100		$2,100		$2,100
Contingency	Contingency - increasing cost			$25,000		$0		$0

TOTAL: WU/Ops/TandD/Training & Development **$20,426 $34,752 $37,500 $31,519 $37,500 $7,540 $37,500**

Line Item	Notes	FY 2014- 2015 Actual	FY 2015- 2016 Actual	FY 2016 - 2017 Budget	FY 2016 - 2017 Actual	FY 2017 - 2018 Budget	FY 2017 - 2018 YTD Actual as of 1/31/18	FY 2018 - 2019 Proposed
Certification classes and trainings/workshops/conferences	Training & Development			$37,500		$37,500		$37,500
Travel and Per Diem	Moved to GL acct. 572-010							

TOTAL: WU/Ops/TandD/Travel & Per Diem **$0 $6,518 $14,000 $3,980 $14,000 $3,276 $14,000**

Line Item	Notes	FY 2014- 2015 Actual	FY 2015- 2016 Actual	FY 2016 - 2017 Budget	FY 2016 - 2017 Actual	FY 2017 - 2018 Budget	FY 2017 - 2018 YTD Actual as of 1/31/18	FY 2018 - 2019 Proposed
Operations Certification	AWWA, HWWA, HRWA, Pacific Water Conference and other conferences			$9,000		$9,000		$9,000
	Travel & Per Diem (was under training & development)			$5,000		$5,000		$5,000

TOTAL: WU/Ops/TandD/Meeting Expense **$2,125 $913 $0 $0 $0 $0 $0**

Line Item	Notes	FY 2014- 2015 Actual	FY 2015- 2016 Actual	FY 2016 - 2017 Budget	FY 2016 - 2017 Actual	FY 2017 - 2018 Budget	FY 2017 - 2018 YTD Actual as of 1/31/18	FY 2018 - 2019 Proposed
Tapping Team Expenses	Travel, material, supplies and conference registration for AWWA tapping contest (Men/Women)			$0		$0		$0

TOTAL:	WU/Ops/Capital Outlay - Rehabilitation and Replacement/Equipment	**$260,751**	**$426,269**	**$595,000**	**$418,234**	**$845,000**	**$93,239**	**$670,000**

Line Item	Notes	FY 2014- 2015 Actual	FY 2015- 2016 Actual	FY 2016 - 2017 Budget	FY 2016 - 2017 Actual	FY 2017 - 2018 Budget	FY 2017 - 2018 YTD Actual as of 1/31/18	FY 2018 - 2019 Proposed
F450 pickup with utility body	Replacing 2004 CK1786 due to age and mileage.							
F450 pickup with utility body	Replacing 2007 CK2047 due to age and mileage.							
Backhoe and Trailer	Replacing 2002 Komatsu Backhoe due to age and hours of service.							
2- pickup w/ lift gate	Replacing 2007 CK 1958 and CK1973 due to age and mileage.							
4x4 pick-up with lift gate	Replacing 2007 CK 1958 and 2007 CK 1973 due to age and mileage							
Mini-Excavator	Replace Skid Steer Loader			$65,000		$65,000		
Leak Detection Equipment	Replacing Outdated and Non-Functioning Loggers and Pipe Locators			$55,000		$55,000		
4x4 P/U truck with Accessories	Replacing 2007 CK1957 due to mileage			$55,000		$55,000		
Medium Duty P/U Truck with Utility Body	Replacing 2004 F450 (4x4) CK1785 due to mileage			$220,000		$220,000		$110,000
Generators Repair	Body repair work for existing generators							$70,000
Fuel Master	Replace Gas Boy							$25,000
Pump and Motor Replacement	Pump and Motor Replacement - on going program			$200,000		$300,000		$300,000
Dump Truck	Replace CK2020 due to age and mileage					$150,000		$165,000

TOTAL: WU/Ops/Capital Outlay - Expansion/Equipment **$0 $94,131 $395,000 $71,469 $500,000 $9,872 $328,000**

Line Item	Notes	FY 2014- 2015 Actual	FY 2015- 2016 Actual	FY 2016 - 2017 Budget	FY 2016 - 2017 Actual	FY 2017 - 2018 Budget	FY 2017 - 2018 YTD Actual as of 1/31/18	FY 2018 - 2019 Proposed
F150 pickup with utility body	Water Service Leak Investigtor needs vehicle							
Leak Detection Equipment	Updated Equipment for Leak Detection							
Golf Cart with trailer or truck bed	Equipment for office personnel to transport transmittals and parcel deliveries. Protection from the elements							$8,000
4x4 P/U truck	service vehicle for Groundskeeper							$30,000
4x4 P/U truck	service vehicle for Field Superintendent							$60,000
Emergency Generators	Puupilo Booster-70KW; Nursery Booster-10KW; Baseyard-125KW; Wainiha Redwood-10KW							$200,000
Large Tools	Auto shop heavy duty post lift (15-18K lbs); tire Chager & tire Balancer							$30,000
Tanker Truck	Potable water tanker truck to supplement water delivery and road cleaning after repairs			$200,000		$200,000		
2-4x4 P/U Truck with Utility Body	Service Vehicles for Plant Electrician and Welder			$140,000		$140,000		
New 2-way and handheld radios	6 vehicular radios and 3 handheld			$40,000				
6 tablets or laptops	6 Tablets for Remote Access to DOW Assets Information			$15,000				
Brake Equipment	Brake equipment for auto mechanics					$15,000		
Brush mower	Mower attachment for mini-excavator with HI-Flow Kit					$65,000		
Compressor	Trailer mounted compressor					$30,000		
Light tower	2-trailer mounted light tower					$50,000		

Proposed Salaries and Wages
FY 2018 - 2019

Account	Description	FY 2016 - 2017 Actual	FY 2017-2018 Approved Budget	YTD Actual 1/31/2018	FY 2018-2019 Proposed Budget	Inc/(Dec)	% Inc (Dec)
Water Utility Fund							
ADMIN		*901,816.04*	*1,216,497.00*	*468,846.80*	*1,394,193.30*		
10-01-10-510-010	WU/Admin/Admin/Salaries and Wages	561,707.14	*718,007.00*	335,255.77	*863,186.48*		
10-01-10-510-015	WU/Admin/Admin/Salaries and Wages - Other		*45,000.00*		*45,000.00*		
10-01-10-510-020	WU/Admin/Admin/Temporary Assignment	2,845.29	*1,000.00*	7,580.33	*2,000.00*		
10-01-10-510-030	WU/Admin/Admin/Overtime	38,213.87	*20,000.00*	14,013.89	*30,000.00*		
10-01-10-510-040	WU/Admin/Admin/Standby Pay	390.40	-		-		
10-01-10-520-010	WU/Admin/Admin/Compensated Annual leave		*90,000.00*		*90,000.00*		
10-01-10-520-030	WU/Admin/Admin/Compensated CT		*10,000.00*		*10,000.00*	156,179.48	18%
10-01-10-530-010	WU/Admin/Admin/FICA Taxes	42,472.85	67,627.00	26,317.58	79,574.27		
10-01-10-530-020	WU/Admin/Admin/Retirement Contributions	208,649.35	207,654.00	59,967.00	189,085.43		
10-01-10-530-030	WU/Admin/Admin/Life and Health Insurance	47,537.14	*57,209.00*	25,712.23	*85,347.12*	21,516.82	6%
I.T.		*315,235.20*	*325,484.91*	*185,649.14*	*376,455.37*		
10-02-10-510-010	WU/IT/Admin/Salaries and Wages	160,361.59	*203,117.00*	115,203.00	*245,649.00*		
10-02-10-510-020	WU/IT/Admin/Temporary Assignment	1,105.38	*500.00*	31.60	*500.00*		
10-02-10-510-030	WU/IT/Admin/Overtime	48,773.82	*30,000.00*	26,845.27	*30,000.00*		
10-02-10-510-040	WU/IT/Admin/Standby Pay		-		-	42,532.00	18%
10-02-10-530-010	WU/IT/Admin/FICA Taxes	15,046.33	17,871.70	10,699.33	21,125.40		
10-02-10-530-020	WU/IT/Admin/Retirement Contributions	77,651.55	57,820.21	25,359.38	52,468.31		
10-02-10-530-030	WU/IT/Admin/Life and Health Insurance	12,296.53	*16,176.00*	7,510.56	*26,712.66*	10,536.66	65%
WATER QUALITY		*326,727.21*	*310,021.22*	*184,093.68*	*309,894.84*		
10-10-40-510-010	WU/QualPurif/Admin/Salaries and Wages	216,662.76	*228,655.00*	140,840.52	*233,338.50*		
10-10-40-510-020	WU/QualPurif/Admin/Temporary Assignment	1,414.87	*1,500.00*	697.95	*1,500.00*		
10-10-40-510-030	WU/QualPurif/Admin/Overtime	1,397.81	*4,000.00*	211.38	*2,000.00*		
10-10-40-510-040	WU/QualPurif/Admin/Standby Pay					2,683.50	1%
10-10-40-530-010	WU/QualPurif/Admin/FICA Taxes	15,903.48	17,912.86	10,635.31	18,118.15		
10-10-40-530-020	WU/QualPurif/Admin/Retirement Contributions	81,032.93	57,953.36	25,404.02	44,999.32		
10-10-40-530-030	WU/QualPurif/Admin/Life and Health Insurance	10,315.36	*10,177.00*	6,304.50	*9,938.88*	(12,986.88)	-15%
ENGINEERING		*407,261.81*	*564,938.88*	*238,756.53*	*459,000.51*		
10-20-10-510-010	WU/Eng/Admin/Salaries and Wages	243,947.20	*362,260.00*	162,315.50	*306,929.50*		
10-20-10-510-020	WU/Eng/Admin/Temporary Assignment	4,218.18	*3,000.00*	2,956.69	*6,000.00*		
10-20-10-510-030	WU/Eng/Admin/Overtime	23,766.51	*25,000.00*	17,245.54	*25,000.00*		
10-20-10-510-040	WU/Eng/Admin/Standby Pay					(52,330.50)	-13%
10-20-10-530-010	WU/Eng/Admin/FICA Taxes	19,670.48	29,855.00	13,710.40	25,851.61		
10-20-10-530-020	WU/Eng/Admin/Retirement Contributions	95,413.03	96,589.00	30,377.95	64,206.61		
10-20-10-530-030	WU/Eng/Admin/Life and Health Insurance	20,246.41	25,080.00	12,150.45	31,012.80	(30,452.99)	-20%
CONSTRUCTION MANAGEMENT		*528,520.74*	*703,255.84*	*299,109.97*	*764,587.76*		
10-21-10-510-010	WU/Const/Admin/Salaries and Wages	344,275.35	*475,614.00*	218,668.08	*536,681.50*		
10-21-10-510-020	WU/Cons/Admin/Temporary Assignment		*5,000.00*	357.09	*5,000.00*		
10-21-10-510-030	WU/Cons/Admin/Overtime	14,374.69	*35,000.00*	4,652.86	*35,000.00*		
10-21-10-510-040	WU/Cons/Admin/Standby Pay					61,067.50	12%
10-21-10-530-010	WU/Cons/Admin/FICA Taxes	25,929.62	39,444.00	16,784.65	44,116.13		
10-21-10-530-020	WU/Cons/Admin/Retirement Contributions	129,751.38	127,615.00	39,761.65	109,569.49		
10-21-10-530-030	WU/Cons/Admin/Life and Health Insurance	14,189.70	*20,072.00*	18,885.64	*34,220.64*	775.26	0%
ADMIN- WRP		*677,803.00*	*834,570.16*	*382,860.63*	*749,549.45*		
10-22-10-510-010	WU/Wrp/Admin/Salaries and Wages	425,186.07	*517,562.00*	273,543.50	*522,927.00*		
10-22-10-510-020	WU/Wrp/Admin/Temporary Assignment	824.80	*10,000.00*	609.77	*10,000.00*		
10-22-10-510-030	WU/Wrp/Admin/Overtime	9,951.78	*30,000.00*	6,790.18	*30,000.00*		
10-22-10-510-040	WU/Wrp/Admin/Standby Pay					5,365.00	1%
10-22-10-530-010	WU/Wrp/Admin/FICA Taxes	29,733.29	42,653.00	20,271.57	43,063.92		
10-22-10-530-020	WU/Wrp/Admin/Retirement Contributions	162,516.79	137,997.00	50,388.63	106,956.13		
10-22-10-530-030	WU/Wrp/Admin/Life and Health Insurance	49,590.27	*53,891.00*	31,256.98	*36,602.40*	(47,918.55)	-20%
FISCAL-BILLING		*791,742.13*	*791,857.92*	*340,523.95*	*827,755.02*		
10-30-20-510-010	WU/Bill/Colln/Salaries and Wages	461,919.77	*516,268.00*	294,135.32	*573,348.00*		
10-30-20-510-020	WU/Bill/Colln/Temporary Assignment	5,227.33	*5,000.00*	2,552.27	*5,000.00*		
10-30-20-510-030	WU/Bill/Colln/Overtime	62,631.46	*40,000.00*	27,043.36	*50,000.00*		
10-30-20-510-040	WU/Bill/Colln/Standby Pay		-		-	67,080.00	12%
10-30-20-530-010	WU/Bill/Colln/FICA Taxes	37,253.29	42,937.00	22,914.87	48,068.62		
10-30-20-530-020	WU/Bill/Colln/Retirement Contributions	190,998.54	138,914.00	56,869.74	119,386.12		
10-30-20-530-030	WU/Bill/Colln/Life and Health Insurance	33,711.74	37,083.00	22,000.47	31,952.28	(19,526.98)	-9%

FISCAL - ACCOUNTING		*746,732.18*	*731,126.04*	*399,147.45*	*764,248.64*		
10-31-10-510-010	WU/Acctg/Admin/Salaries and Wages	406,898.03	*487,057.00*	265,639.56	*503,167.50*		
10-31-10-510-020	WU/Acctg/Admin/Temporary Assignment	4,382.88	*12,000.00*	2,040.85	*12,000.00*		
10-31-10-510-030	WU/Acctg/Admin/Overtime	79,401.27	*50,000.00*	31,768.14	*60,000.00*		
10-31-10-510-040	WU/Acctg/Admin/Standby Pay		-		-	26,110.50	5%
10-31-10-530-010	WU/Acctg/Admin/FICA Taxes	34,451.42	42,003.00	22,079.92	44,000.31		
10-31-10-530-020	WU/Acctg/Admin/Retirement Contributions	177,864.49	135,892.00	51,973.25	109,281.83		
10-31-10-530-030	WU/Acctg/Admin/Life and Health Insurance	43,734.09	*49,071.00*	25,645.73	*35,799.00*	(37,884.86)	-17%
OPS - PLANT - SOURCE		*396,368.60*	*431,533.97*	*280,049.41*	*480,550.67*		
10-40-30-510-010	WU//Ops/Source/Salaries and Wages	248,044.91	*265,032.00*	199,905.00	*349,097.00*		
10-40-30-510-020	WU/Ops/Source/Temporary Assignment	983.17	*886.00*	1,603.33	*886.00*		
10-40-30-510-030	WU/Ops/Source/Overtime	5,446.70	*6,000.00*	4989.21	*6,000.00*		
10-40-30-510-040	WU/Ops/Source/Standby Pay					84,065.00	31%
10-40-30-530-010	WU/Ops/Source/FICA Taxes	16,976.31	20,802.00	14,365.81	27,232.70		
10-40-30-530-020	WU/Ops/Source/Retirement Contributions	93,802.91	67,300.00	36,528.43	67,636.77		
10-40-30-530-030	WU/Ops/Source/Life and Health Insurance	31,114.60	*29,444.00*	22,657.63	*29,698.20*	7,021.67	6%
OPS - PLANT - PURIFICATION		*366,519.49*	*454,028.73*	*197,099.99*	*410,396.10*		
10-40-40-510-010	WU/Ops/Purification/Salaries and Wages	185,999.05	$ 251,772.00	126,841.84	$ 252,491.00		
10-40-40-510-020	WU/Ops/Purification/Temporary Assignment	1,295.98	*500.00*	517.72	*500.00*		
10-40-40-510-030	WU/Ops/Purification/Overtime	40,341.47	*50,000.00*	18,412.05	*50,000.00*		
10-40-40-510-040	WU/Ops/Purification/Standby Pay	9,691.64	*11,594.00*	6,216.42	*11,594.00*	719.00	0%
10-40-40-530-010	WU/Ops/Purification/FICA Taxes	18,410.88	24,011.00	10,853.15	24,065.75		
10-40-40-530-020	WU/Ops/Purification/Retirement Contributions	97,591.10	77,682.00	26,650.46	59,771.15		
10-40-40-530-030	WU/Ops/Purification/Life and Health Insurance	13,189.37	*14,696.00*	*7,608.35*	*11,974.20*	(20,577.90)	-18%
OPS - PLANT - POWER & PUMPING		*273,200.64*	*325,298.86*	*153,006.59*	*283,743.45*		
10-40-50-510-010	WU/Ops/PnP/Salaries and Wages	164,471.07	$ 241,694.00	108,277.50	$ 208,607.00		
10-40-50-510-020	WU/Ops/PnP/Temporary Assignment	2,089.78	*3,000.00*	1,759.32	*3,000.00*		
10-40-50-510-030	WU/Ops/PnP/Overtime	11,769.64	*1,000.00*	3,848.18	*1,000.00*		
10-40-50-510-040	WU/Ops/PnP/Standby Pay					(33,087.00)	-13%
10-40-50-530-010	WU/Ops/PnP/FICA Taxes	12,093.11	18,795.59	8,160.77	16,264.44		
10-40-50-530-020	WU/Ops/PnP/Retirement Contributions	64,477.71	60,809.27	20,097.52	40,395.33		
10-40-50-530-030	WU/Ops/PnP/Life and Health Insurance	18,299.33	*21,834.00*	*10,863.30*	*14,476.68*	(30,302.41)	-30%
OPS - FIELD - TandD		*3,147,051.63*	*2,968,442.42*	*1,629,081.81*	*2,914,194.61*		
10-40-60-510-010	WU/Ops/TnD/Salaries and Wages	1,515,887.78	*1,804,477.00*	966,361.32	*1,808,196.00*		
10-40-60-510-020	WU/Ops/TnD/Temporary Assignment	17,536.58	*15,000.00*	11,582.13	*15,000.00*		
10-40-60-510-030	WU/Ops/TnD/Overtime	243,254.53	*200,000.00*	134,890.97	*200,000.00*		
10-40-60-510-040	WU/Ops/TnD/Standby Pay	172,110.24	*170,000.00*	115,508.58	*170,000.00*	3,719.00	0%
10-40-60-530-010	WU/Ops/TnD/FICA Taxes	136,584.49	167,494.99	88,589.10	167,779.49		
10-40-60-530-020	WU/Ops/TnD/Retirement Contributions	889,969.14	541,895.00	208,163.90	416,707.24		
10-40-60-530-030	WU/Ops/TnD/Life and Health Insurance	171,708.87	*181,399.00*	*103,985.81*	*136,511.88*	(169,790.38)	-19%
GRAND TOTALS		**8,878,978.67**	**9,702,154.97**	**3,880,073.66**	***9,734,569.71***	**34512.94042**	
10-01-10-510-010	WU/Admin/Admin/Salaries and Wages	4,935,360.72	6,116,515.00	3,206,986.91	6,448,618.48	-	
10-01-10-510-020	WU/Admin/Admin/Temporary Assignment	41,924.24	57,386.00	32,289.05	61,386.00		
10-01-10-510-030	WU/Admin/Admin/Overtime	579,323.55	491,000.00	290,711.03	519,000.00		
10-01-10-510-040	WU/Admin/Admin/Standby Pay	182,192.28	181,594.00	121,725.00	181,594.00		
10-01-10-520-010	WU/Admin/Admin/Compensated Annual leave	-	90,000.00	-	90,000.00		
10-01-10-520-030	WU/Admin/Admin/Compensated CT	-	10,000.00	-	10,000.00	364,103.48	5%
10-01-10-530-010	WU/Admin/Admin/FICA Taxes	404,525.55	531,407.14	265,382.46	559,260.78		
10-01-10-530-020	WU/Admin/Admin/Retirement Contributions	2,269,718.92	1,708,120.84	631,541.93	1,380,463.71		-19%
10-01-10-530-030	WU/Admin/Admin/Life and Health Insurance	465,933.41	516,132.00	294,581.65	484,246.74	(331,688.74)	-12%
	Budget Increase				**32,414.74**		0.33%

Funding vacant positions, salary increases and employer retirement contributions are the various factors that contributed to the 27% increase in employee benefits

Consent Calendar

DEPARTMENT OF WATER

County of Kaua‘i

“Water has no Substitute – Conserve It!”

MANAGER’S REPORT No. 18-101

March 23, 2018

Re: Discussion and Possible Action to approve a Grant of Easement Agreement for the Construction Plans for the Kaua'i Philippine Cultural Center, affecting the following:
a. County of Kaua'i, TMK: (4) 3-3-003:043, Līhu'e, Kaua'i, Hawai'i

RECOMMENDATION:

It is recommended that the Board approve the Grant of Easement document; whereby, the above landowners, grant to the Board of Water Supply, County of Kaua'i, easement “W-1” on, over and under that certain parcel of land located TMK: (4) 3-3-003:043 as specified above in Līhu'e, Kaua'i, Hawai'i, for the following work:

1. Construction, installation, reinstallation, maintenance, repair, and removal of potable water pipelines and related meters, valves, and other associated waterworks facility improvements and appurtenances.

Further, the GRANTEE shall indemnify and save the GRANTOR harmless from and against all damage to the GRANTOR’s property and all liability for injury to or the death of persons when such damage, injury, or death is caused by the negligence of the GRANTEE, its officers, agents and employees while using the easement area.

FUNDING: N/A.

BACKGROUND:

As part of the Construction Plans for the Kaua'i Philippine Cultural Center, the above owner installed an 8-inch Reduced Pressure Detector Assembly (RPDA). The RPDA facilities are on private property which requires an easement in favor of DOW.

OPTIONS:

Option 1: **Approve the Grant of Easement.**
Pro: Project can be completed as designed. New 8-inch RPDA meter will be installed to activate fire line.
Con: None.

Option 2: **Do not approve the Grant of Easement.**
Pro: None.
Con: Project won’t be completed as designed. RPDA meter will remain uninstalled and fire line will not be active.

DM/ein

Attachment(s): Grant of Easement, County of Kaua'i, TMK: (4) 3-3-003:043, Līhu'e, Kaua'i, Hawai'i

Mgrrp/March 2018/18-101/Discussion and Possible Action to approve a Grant of Easement Agreement for the Construction Plans for the Kaua'i Philippine Cultural Center, Affecting the following; a. County of Kaua'i, TMK: (4) 3-3-003:043, Līhu'e, Kaua'i, Hawai'i (3-23-18):ein

LAND COURT SYSTEM **REGULAR SYSTEM**

After Recordation Return By: **MAIL [XX]** Pickup [ ]
TO:

DEPARTMENT OF WATER
4398 PUA LOKE STREET
LĪHU'E, KAUA'I, HAWAI'I 96766

T-19256

GRANT OF EASEMENT
for
TMK: (4) 3 - 3 - 0 0 3 : 0 4 3 :

THIS INDENTURE is made on this _____ day of _____, 2018, between:

County of Kaua'i

whose principal place of business is:

4444 Hardy Street Līhu'e, Kaua'i, Hawai'i 96766

and whose mailing address is

4444 Hardy Street Līhu'e, Kaua'i, Hawai'i 96766

(hereafter "GRANTOR") and the **BOARD OF WATER SUPPLY, COUNTY OF KAUA'I**, whose mailing address is 4398 Pua Loke Street, Līhu'e, Kaua'i, Hawai'i 96766 (hereafter "GRANTEE");

W I T N E S S E T H:

THAT IN CONSIDERATION of the sum of one dollar ($1.00) paid by the GRANTEE to the GRANTOR, the receipt of which is acknowledged, and the covenants contained in this grant of easement to be performed by the GRANTEE, the GRANTOR does hereby grant, bargain, sell and convey to the GRANTEE an easement in perpetuity on, over, and under that certain parcel of land located generally at Līhu'e District, Kaua'i, Hawai'i, **Tax Map Key No.** (4) 3 - 3 - 0 0 3 : 0 4 3 ; **Project Name**: Construction Plans for Kaua'i Philippine Cultural Center **Subdivision No.**: Not Applicable, and more particularly described in Exhibit "A" and Exhibit "B" which is attached and incorporated by reference into this grant of easement (hereafter "easement area").

This easement is granted for the reading of water meters and for the construction, installation, re-installation, maintenance, repair, and removal of potable water pipelines and related meters, valves, and other associated waterworks facility improvements and appurtenances. The GRANTEE is further allowed the right of ingress and egress at any time to, from, and through the easement area, with or without vehicles or equipment, as the Grantee deems necessary for the proper operation of its water system.

TO HAVE AND TO HOLD the same unto the GRANTEE forever; provided that should the GRANTEE cease to use the Easement Area for the purposes described for a continuous period of two (2) calendar years, this easement shall terminate and the interest granted shall immediately and without the GRANTOR's re-entry revert to the GRANTOR. In such an event, this Grant of Easement shall cease to exist by operation of the GRANTEE's non-use, without any necessary action on the GRANTOR's part.

AND IN FURTHER CONSIDERATION of the rights granted to the GRANTEE and the benefits accruing to the GRANTOR under this Grant of Easement, the GRANTOR and GRANTEE further covenant, agree, and promise as follows:

1. That should the GRANTEE disturb in any way the ground which is the subject of the easement area, the GRANTEE shall at its own expense restore the ground to its original condition to the extent that such restoration is reasonable,
2. That the GRANTEE shall indemnify and save the GRANTOR harmless from and against all damage to the GRANTOR's property and all liability for injury to or the death of persons when such damage, injury, or death is caused by the negligence of the GRANTEE, its officers, agents, and employees while using the easement area;

3. That the GRANTEE shall not assign its rights under this easement without the prior written consent of the GRANTOR; provided that the GRANTEE may assign its rights to a successor of the GRANTEE duly created by law;

4. That should the GRANTOR's development plans require that the easement area and/or waterworks facility improvements within, on, or under the Easement Area be re-located, the GRANTOR will, at the GRANTOR's own expense and pursuant to the GRANTEE's instructions and specifications, re-locate the affected easement area and waterworks facility improvements and appurtenances without interruption of the GRANTEE's services;

5. That the GRANTOR shall at no time erect any building foundation of any kind below the surface of the land which is the subject of the easement area or any building or structure of any kind (other than roads, sidewalks, curbs or similar appurtenances) on the surface of the land over which is the subject of the easement area unless the GRANTOR receives the prior written consent of the GRANTEE.

   Only lawn grass shall be planted within three (3) feet of all meter boxes, fire hydrants, and other waterworks facility improvements and appurtenances. No trees with aggressive root systems shall be planted within twenty (20) feet of all meter boxes, fire hydrants, and other waterworks facility improvements and appurtenances.

This Paragraph No. 5, though, shall not prevent the GRANTOR from crossing over, constructing, and maintaining roadways within the easement area or laying, operating, maintaining, repairing, or removing conduits and drains which do not interfere with the exercise of the GRANTEE's rights under this easement; and

6. That the GRANTOR covenants with the GRANTEE that the GRANTOR is the lawful owner of the land which is the subject of this easement area, that the GRANTOR has good right and title to grant this easement, and that the GRANTOR will warrant and defend the same unto the GRANTEE against the claims and demands of all persons.

When used within this document the term "GRANTOR" shall mean the singular and plural, masculine and feminine, and natural persons, trustees, corporations, partnerships, limited partnerships, sole proprietorships and other forms of business entities. The term shall also mean the GRANTOR's or GRANTOR's estates, heirs, personal representatives, successors, successors-in-trust and assigns.

IT IS FURTHER MUTUALLY AGREED that the terms of this easement shall be binding upon and inure to the benefit of all the parties to this document and that all covenants and obligations undertaken by two or more persons shall be deemed to be joint and several unless a contrary intention is clearly expressed in this document.

This agreement may be executed in counterparts. Each counterpart shall be executed by one or more parties hereinbefore named and the several counterparts shall constitute one instrument to the same effect as though the signatures of all the parties are upon the same document.

[Remainder of this page was intentionally left blank]

APPROVED:

Kirk Saiki, P.E.
Manager & Chief Engineer
Department of Water, County of Kaua'i

APPROVED AS TO FORM AND LEGALITY:

Mahealani M. Krafft
Deputy County Attorney

ACCEPTED:
BOARD OF WATER SUPPLY,
COUNTY OF KAUA'I

By: Beth Tokioka
Its: Chairperson

GRANTEE

STATE OF HAWAI'I)
) ss.
COUNTY OF KAUA'I)

On this ____ day of _____, 2018 in the ____ Circuit, State of Hawai'i, before me personally appeared **Beth Tokioka**, who is personally known to me or whose identity I proved on the basis of satisfactory evidence, who being by me duly sworn or affirmed, did say that such person is the **Chairperson** for the **Board of Water Supply, County of Kaua'i** executed **Conveyance of Water Facilities** for **TMK:** (4) 3 - 3 - 0 0 3 : 0 4 3 dated _____ and consisting of ____ pages at the time of notarization, as the free act and deed of such person, and if applicable in the capacity shown, having been duly authorized to execute such instrument in such capacity.

Notary Public, State of Hawai'i
Name of Notary: Mary-jane Akuna
My Commission expires: March 30, 2018

(Affix Seal)

OWNER:
County of Kaua'i

By: Ken Shimonishi

Its: Director of Finance

APPROVED AS TO FORM AND LEGALITY:

By: Jodi A. Higuchi

Its: County Attorney

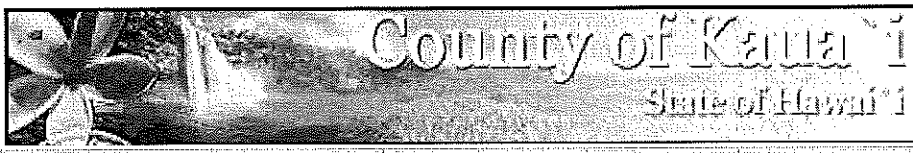
GRANTOR

STATE OF Hawaii)
) ss
COUNTY OF Kauai)

On this 8th day of February, 2018, in the 5th Circuit, State of Hawaii, before me appeared **Ken Shimonishi** who is personally known to me or whose identity I proved on the basis of satisfactory evidence, being by me duly sworn or affirmed, did say that such person is the **Director of Finance** of **County of Kauai** executed **Conveyance of Water Facility** for **TMK:** (4) 3 - 3 - 0 0 3 : 0 4 3 dated undated at time of notarization and consisting of 11 pages at the time of notarization, as the free act and deed of such person, and if applicable in the capacity shown, have been duly authorized to execute such instrument in such capacity.

Notary Public, State of Hawaii
Name of Notary: Laurie A. Ebinger-Kelekoma (Affix Seal)
My Commission expires: April 10, 2019

LAURIE A. EBINGER-KELEKOMA NOTARY PUBLIC Commission # 96-2[illegible] STATE OF HAWAII



Owner and Parcel Information

Owner Name/ Type	COUNTY OF KAUAI / Fee Owner	**Today's Date**	December 6, 2017
Mailing Address		**Parcel Number**	330030430000
Location Address	KUHIO HWY	**Project Name**	
Tax Classification	Multiple Property Classes on Parcel RESIDENTIAL COMMERCIAL	**Parcel Map**	Show Parcel Map
Neighborhood Code	3321-3	**Land Area (acres)**	7.133
Legal Information		**Land Area (approximate sq ft)**	310,713
Non Exempt Status	Government owned parcel. This is a government owned non-taxable parcel.		

Assessment Information

Show Historical Assessments

Year	Tax Classification	Total Market Value	Total Assessed Value	Total Exemption	Total Net Taxable Value
2018	RESIDENTIAL	$ 1,794,700	$ 1,794,700	$ 1,794,700	$ 0
2018	COMMERCIAL	$ 5,429,500	$ 5,429,500	$ 5,429,500	$ 0

Commercial Improvement Information

Building Number	Building Type	Structure	Year Built	Effective Year Built	Building Square Footage	Sketch
1	MULTIPURPOSE BLDG	234	2007	2007	0	NA

Building Number	Building Type	Structure	Year Built	Effective Year Built	Building Square Footage	Sketch
2	GYM	234	2007	2007	0	NA

Other Building and Yard Improvements

Description	Quantity	Year Built	Area
No information associated with this parcel.			

Permit Information

Date	Permit Number	Reason	Permit Amount
10/04/2016	1600000112	OTHER	$ 7,500,000
06/12/2014	1400000832	PHOTOVOL	$ 56,000
06/12/2014	1400000831	PHOTOVOL	$ 56,000
02/04/2014	1400000052	PHOTOVOL	$ 56,000
02/04/2014	1400000051	PHOTOVOL	$ 56,000
07/26/2013	1300001550	PHOTOVOL	$ 56,000
07/26/2013	1300001549	PHOTOVOL	$ 56,000
09/07/2012	1200001151	PHOTOVOL	$ 56,000
10/15/2010	0900001498	OTHER	$ 76,800
12/03/2007	0700000922	SWPOOL	$ 1,814,000
12/03/2007	0700000909	SWPOOL	$ 158,400

05/30/2007	0700000390	UTILITY	$ 14,400
03/28/2007	0600002579	OTHER	$ 389,600
10/27/2006	06-00002400	FNDTN	$ 21,800
10/17/2006	0500002293	OTHER	$ 352,200

Sales Information

Sale Date	Price	Instrument #	Instrument Type	Instrument Description	Date Recorded	Document #	Cert #	Book/Page	Conveyance Tax	Document Type
03/08/2017	$ 0		OTHER		03/17/2017	T-9937367	571580			
09/18/2007	$ 0		OTHER		07/26/2007	3633765	571580			
10/24/2000	$ 0	0000000000	FEE CONVEYANCE		12/28/2000	2673848	571580			
06/22/1999	$ 3,425,298	0000000000	FEE CONVEYANCE		06/22/1999	2554272			3425	
04/07/1999	$ 0	0000000000			06/02/1999	2548421				
09/30/1998	$ 0	0000000000								

Current Tax Bill Information 2017 Tax Payments Show Historical Taxes

Tax Period	Description	Original Due Date	Taxes Assessment	Tax Credits	Net Tax	Penalty	Interest	Other	Amount Due
No Tax Information available on this parcel.									

Recent Sales in Neighborhood | Recent Sales in Area | Previous Parcel | Next Parcel | Return to Main Search Page | Kauai Home

The Kauai County Tax Assessor's Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation. Website Updated: December 6, 2017

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EASEMENT W-1
(FOR WATER PURPOSES)

LAND SITUATED AT LIHUE, KAUAI, HAWAII

Being a Portion of Lot 1540
Land Court Application 1087
as Shown on Map 141

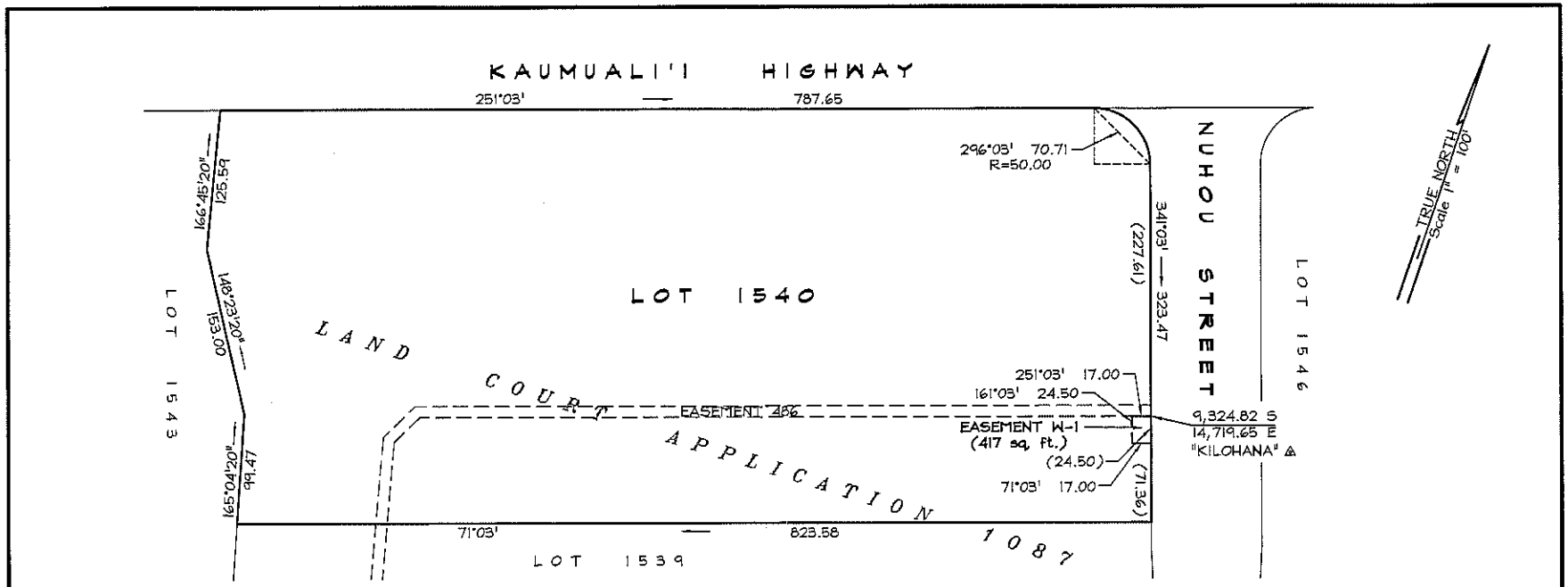
Beginning at the north corner of this parcel of land, on the southwest side of Nuhou Street, the coordinates of said point of beginning referred to Government Survey Triangulation Station "KILOHANA" being 9,324.82 feet South and 14,719.65 feet East, thence running by azimuths measured clockwise from true South:

1.	71° 03'	17.00	feet along the remainder of Lot 1540, Land Court Application 1087;
2.	161° 03'	24.50	feet along the remainder of Lot 1540, Land Court Application 1087;
3.	251° 03'	17.00	feet along the remainder of Lot 1540, Land Court Application 1087;
4.	341° 03'	24.50	feet along the southwest side of Nuhou Street to the point of beginning and containing an area of 417 sq .ft.

DESCRIPTION PREPARED BY:
ESAKI SURVEYING & MAPPING, INC.

Dennis M. Esaki
Licensed Professional Land Surveyor
Certificate Number 4383

Lihue, Hawaii
January 2018



DENNIS M. ESAKI
LICENSED PROFESSIONAL LAND SURVEYOR
No. 4383
HAWAII, U.S.A.

GRAPHIC SCALE

100 0 50 100 200 400

(IN FEET)
1 inch = 100 ft.

THIS WORK WAS PREPARED BY ME OR UNDER MY SUPERVISION

Signature
ESAKI SURVEYING & MAPPING, INC.
EXPIRES: APRIL 30, 2018

DESIGNATION OF EASEMENT W-1
Being Portion Of Lot 1540
Land Court Application 1087
as Shown on Map 141
LIHUE, KAUAI, HAWAII
Tax Map Key: (4) 3-3-03: 43
Prepared for: Kauai Philippine Cultural Center
Date: January 12, 2018

Job Number: 14-103 JH
Drawing File: 14-103 water easement.dwg

ESAKI SURVEYING & MAPPING, INC.
Civil Engineers - Land Surveyors - Planners

1610 Haleukana Street
Lihue, Kauai, Hawaii 96766

DEPARTMENT OF WATER

County of Kaua'i

"Water has no Substitute – Conserve It!"

MANAGER'S REPORT No. 18-102

March 23, 2018

Re: Discussion and Possible Action on Grant of Easement for 1" Water Meter and 2-1/2" Reduced Pressure Check Assembly Plan for Lot 1-B, TMK: (4) 3-6-003:066, Līhu'e, Kaua'i, Hawai'i affecting the following Landowner:
a. Calipjo Properties, LLC affecting TMK: (4) 3-6-003:066, Līhu'e, Kaua'i, Hawai'i

RECOMMENDATION:

It is recommended that the Board approve the Grant of Easement document; whereby, the above landowners, grant to the Board of Water Supply, County of Kaua'i, easement "W-1" on, over and under that certain parcel of land located TMK: (4) 3-6-03:066 as specified above in Lihue, Kaua'i, Hawai'i, for the following work:

1. Reading of water meters and for the construction, installation, reinstallation, Reduced Pressure Check Assembly maintenance, repair, and removal of potable water pipelines and related meters, valves, and other associated waterworks facility improvements and appurtenances.

Further, the GRANTEE shall indemnify and save the GRANTOR harmless from and against all damage to the GRANTOR's property and all liability for injury to or the death of persons when such damage, injury, or death is caused by the negligence of the GRANTEE, its officers, agents and employees while using the easement area.

FUNDING: N/A.

BACKGROUND:

As part of the subject project, the above owner installed a 2 ½" RPDA and 1" meter with associated laterals. The Reduced Pressure Check Assembly (RPDA) and 1" meter box facilities are on private property which requires an easement in favor of Department of Water.

OPTIONS:

Option 1: **Approve as recommended.**
Pro: Project can be completed as designed. New 2 ½" RPDA meter and 1" meter will be installed once certificate of completion issued.

Con: None as it was designed and planned this way.

Option 2: **Do not approve easement.**
Pro: None at this point.

Con: Project won't be completed as designed. RPDA and 1" meters will remain uninstalled.

DM/ein

Attachment(s): Grant of Easement, Calipjo Properties, LLC affecting TMK: (4) 3-6-003:066, Līhu'e, Kaua'i, Hawai'i

Mgrrp/March 2018/18-102/Discussion and Possible Action on Grant of Easement for 1" Water Meter and 2-1/2" Reduced Pressure Check Assembly Plan for Lot 1-B, TMK: (4) 3-6-003:066, Līhu'e, Kaua'i, Hawai'i affecting the following Landowner: a. Calipjo Properties, LLC affecting TMK: (4) 3-6-003:066, Līhu'e, Kaua'i, Hawai'i (3-23-18):ein

LAND COURT SYSTEM **REGULAR SYSTEM**

After Recordation Return By: **MAIL [XX]** Pickup [ ]
TO:

DEPARTMENT OF WATER
4398 PUA LOKE STREET
LIHUE, KAUAI, HAWAII 96766

T-19384

GRANT OF EASEMENT
for
TMK: (4) 3 - 6 - 0 0 3 : 0 6 6 ;

THIS INDENTURE is made on this _____ day of _____, 2018, between:

Calipjo Properties, LLC

whose principal place of residence is:

3020 C Umi Street Līhu'e, Kaua'i, Hawai'i 96766

and whose mailing address is

Post Office Box 1781 Līhu'e, Kaua'i, Hawai'i 96766

(hereafter "GRANTOR") and the **BOARD OF WATER SUPPLY, COUNTY OF KAUA'I**, whose mailing address is 4398 Pua Loke Street, Līhu'e, Kaua'i, Hawai'i 96766 (hereafter "GRANTEE");

W I T N E S S E T H:

THAT IN CONSIDERATION of the sum of one dollar ($1.00) paid by the GRANTEE to the GRANTOR, the receipt of which is acknowledged, and the covenants contained in this grant of easement to be performed by the GRANTEE, the GRANTOR does hereby grant, bargain, sell and convey to the GRANTEE an easement in perpetuity on, over, and under that certain parcel of land located generally at Kawaihau District, Kaua'i, Hawai'i, **Tax Map Key No.** (4) 3 - 6 - 0 0 3 : 0 6 6 ; **Project Name**: 1" Water Meter and 2-1/2" RPDA Plan for Lot 1-B. **Subdivision No.**: Not Applicable, and more particularly described in **Exhibit "A" and Exhibit "B",** which is attached and incorporated by reference into this grant of easement (hereafter "easement area").

This easement is granted for the reading of water meters and for the construction, installation, re-installation, maintenance, repair, and removal of potable water pipelines and related meters, valves, and other associated waterworks facility improvements and appurtenances. The GRANTEE is further allowed the right of ingress and egress at any time to, from, and through the easement area, with or without vehicles or equipment, as the Grantee deems necessary for the proper operation of its water system.

TO HAVE AND TO HOLD the same unto the GRANTEE forever; provided that should the GRANTEE cease to use the Easement Area for the purposes described for a continuous period of two (2) calendar years, this easement shall terminate and the interest granted shall immediately and without the GRANTOR's re-entry revert to the GRANTOR. In such an event, this Grant of Easement shall cease to exist by operation of the GRANTEE's non-use, without any necessary action on the GRANTOR's part.

AND IN FURTHER CONSIDERATION of the rights granted to the GRANTEE and the benefits accruing to the GRANTOR under this Grant of Easement, the GRANTOR and GRANTEE further covenant, agree, and promise as follows:

1. That should the GRANTEE disturb in any way the ground which is the subject of the easement area, the GRANTEE shall at its own expense restore the ground to its original condition to the extent that such restoration is reasonable,
2. That the GRANTEE shall indemnify and save the GRANTOR harmless from and against all damage to the GRANTOR's property and all liability for injury to or the death of persons when such damage, injury, or death is caused by the negligence of the GRANTEE, its officers, agents, and employees while using the easement area;

3. That the GRANTEE shall not assign its rights under this easement without the prior written consent of the GRANTOR; provided that the GRANTEE may assign its rights to a successor of the GRANTEE duly created by law;

4. That should the GRANTOR's development plans require that the easement area and/or waterworks facility improvements within, on, or under the Easement Area be re-located, the GRANTOR will, at the GRANTOR's own expense and pursuant to the GRANTEE's instructions and specifications, re-locate the affected easement area and waterworks facility improvements and appurtenances without interruption of the GRANTEE's services;

5. That the GRANTOR shall at no time erect any building foundation of any kind below the surface of the land which is the subject of the easement area or any building or structure of any kind (other than roads, sidewalks, curbs or similar appurtenances) on the surface of the land over which is the subject of the easement area unless the GRANTOR receives the prior written consent of the GRANTEE.

   Only lawn grass shall be planted within three (3) feet of all meter boxes, fire hydrants, and other waterworks facility improvements and appurtenances. No trees with aggressive root systems shall be planted within twenty (20) feet of all meter boxes, fire hydrants, and other waterworks facility improvements and appurtenances.

This Paragraph No. 5, though, shall not prevent the GRANTOR from crossing over, constructing, and maintaining roadways within the easement area or laying, operating, maintaining, repairing, or removing conduits and drains which do not interfere with the exercise of the GRANTEE's rights under this easement; and

6. That the GRANTOR covenants with the GRANTEE that the GRANTOR is the lawful owner of the land which is the subject of this easement area, that the GRANTOR has good right and title to grant this easement, and that the GRANTOR will warrant and defend the same unto the GRANTEE against the claims and demands of all persons.

When used within this document the term "GRANTOR" shall mean the singular and plural, masculine and feminine, and natural persons, trustees, corporations, partnerships, limited partnerships, sole proprietorships and other forms of business entities. The term shall also mean the GRANTOR's or GRANTOR's estates, heirs, personal representatives, successors, successors-in-trust and assigns.

IT IS FURTHER MUTUALLY AGREED that the terms of this easement shall be binding upon and inure to the benefit of all the parties to this document and that all covenants and obligations undertaken by two or more persons shall be deemed to be joint and several unless a contrary intention is clearly expressed in this document.

This agreement may be executed in counterparts. Each counterpart shall be executed by one or more parties hereinbefore named and the several counterparts shall constitute one instrument to the same effect as though the signatures of all the parties are upon the same document.

[Remainder of this page was intentionally left blank]

OWNER:
Calipjo Properties, LLC

By: Elesther Calipjo

Its: Manager

GRANTOR

STATE OF Hawaii)
) ss
COUNTY OF Kauai)

NNP. On this 6th day of March, 2018, in the 5th Circuit, State of _____, before me appeared **Elesther Calipjo**, who is personally known to me or whose identity I proved on the basis of satisfactory evidence, being by me duly sworn or affirmed, did say that such person is the **Manager** of **Calipjo Properties, LLC** executed **Grant of Easement** for **TMK:** (4) 3 - 6 - 0 0 3 : 0 6 6 dated Undated and consisting of 8 pages at the time of notarization, as the free act and deed of such person, and if applicable in the capacity shown, have been duly authorized to execute such instrument in such capacity.

THOMAS J. CANUTE
NOTARY PUBLIC
No. 82-912
STATE OF HAWAII

Notary Public, State of Hawaii
Name of Notary: Thomas J. Canute (Affix Seal)
My Commission expires: 12/11/2018

APPROVED:

Steven Kyono, P.E.
Acting Manager & Chief Engineer
Department of Water, County of Kaua'i

APPROVED AS TO FORM AND LEGALITY:

Mahealani M. Krafft
Deputy County Attorney

ACCEPTED:
BOARD OF WATER SUPPLY,
COUNTY OF KAUA'I

By: Beth Tokioka
Its: Chairperson

GRANTEE

STATE OF HAWAI'I)
) ss.
COUNTY OF KAUA'I)

On this ____ day of _____, 2018 in the ___ Circuit, State of Hawai'i, before me personally appeared _____, who is personally known to me or whose identity I proved on the basis of satisfactory evidence, who being by me duly sworn or affirmed, did say that such person is the **Chairperson** for the **Board of Water Supply, County of Kaua'i** executed **Grant of Easement** for **TMK:** (4) 3-6-0 0 3 : 0 6 6 dated _____ and consisting of ___ pages at the time of notarization, as the free act and deed of such person, and if applicable in the capacity shown, having been duly authorized to execute such instrument in such capacity.

Notary Public, State of Hawai'i
Name of Notary: Mary-jane Akuna
My Commission expires: March 30, 2018

(Affix Seal)

EASEMENT W-1
(For Water Purposes)

Being Portion of Lot 1-B

LAND SITUATED AT LIHUE, KAUAI, HAWAII

Beginning at the west corner of this parcel of land, the coordinates of said point of beginning referred to Government Survey Triangulation "KALEPA" being 9,280.24 feet South and 2,866.71 feet West, thence running by azimuths measured clockwise from true South:

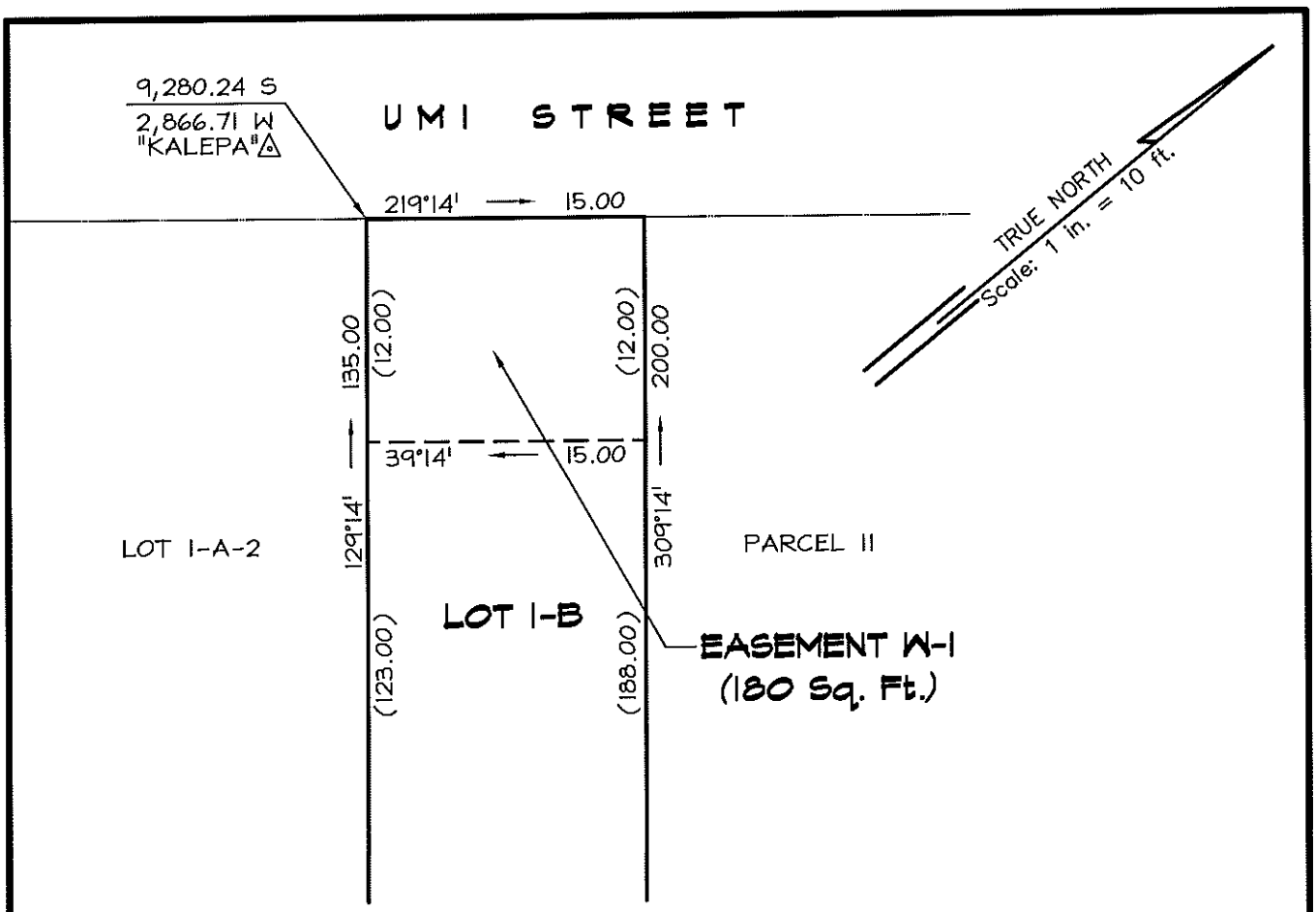
1. 219° 14'	15.00	feet along the south side of Umi Street;
2. 309° 14'	12.00	feet along Parcel 11;
3. 39° 14'	15.00	feet along the remainder of Lot 1-B;
4. 129° 14'	12.00	feet along Lot 1-A-2 to the point of beginning and containing an area of 180 Sq. Ft.

DESCRIPTION PREPARED BY:
ESAKI SURVEYING & MAPPING, INC.

Wayne T. Wada
Licensed Professional Surveyor
Certificate Number 4596

Lihue, Hawaii
January 2018 ✓

EXHIBIT A



GRAPHIC SCALE

10 0 5 10 20 40

(IN FEET)

1 inch = 10 ft.

WAYNE T. WADA
LICENSED PROFESSIONAL LAND SURVEYOR
No. 4596
HAWAII, U.S.A.

THIS WORK WAS PREPARED BY ME OR UNDER MY SUPERVISION

Wayne T. Wada
Signature

ESAKI SURVEYING & MAPPING, INC.
EXPIRES: APRIL 30, 2018

DESIGNATION OF EASEMENT W-1
Being Portion Of Lot 1-B

LIHUE, KAUAI, HAWAII
Tax Map Key: (4) 3-6-03: 66
Owner: Calipjo Properties, LLC
Date: January 22, 2018

EXHIBIT B

Job Number: 15-91 CH
Drawing File: 15-91 Ease. W-1.dwg

ESAKI SURVEYING & MAPPING, INC.
Civil Engineers – Land Surveyors – Planners

1610 Haleukana Street
Lihue, Kauai, Hawaii 96766

Staff Reports

DEPARTMENT OF WATER

County of Kaua'i

"Water has no Substitute – Conserve It!"

FISCAL REPORT: MONTHLY SUMMARY HIGHLIGHTS – FEBRUARY, 2018

I. BUDGET SUMMARY VS. ACTUAL (see attached report for details)

YEAR TO DATE (YTD) BUDGET & ACTUAL EXPENSES SUMMARY – AS OF FEBRUARY, 2018

	BUDGET	vs	EXPENSED
· Operating Expenses	$21,290,604.72		$15,259,833.29
· Debt Principal Payment	4,445,757.11		4,445,757.11
· Capital Projects	16,255,769.78		2,230,998.21
TOTAL	$41,992,131.61		$21,936,588.61

REVENUES: VARIANCE = "ACTUAL" LESS "BUDGET"; POSITIVE INDICATES HIGHER PERFORMANCE THAN EXPECTED.

- Total Revenue as of February, 2018 was 9% below projection.
  - Water sales of $19.2 million (M) was $559 thousand ("K") or 3% above projection.
  - Other Water Revenue- Receipts of $217K exceeded projection by $50K or 30%.
  - Capital Contributions: Cash contributions including Federal & State Grants - $563K.
  - Investment Income & Net Increase in FV of Investments - $408K
  - Miscellaneous Revenues - $301K.

OPERATING EXPENSES: VARIANCE = BUDGET LESS ACTUAL EXPENSES; POSITIVE INDICATES LESS SPENDING THAN PLANNED.

- YTD Operating Expenses before depreciation and amortization was $15.2M. Total spending was $6.0M less than planned or budgeted; a positive variance of 28%.
  - Employee Related Expenses –$5.9M with a 16% positive variance.
  - Contracts & Services – $3.5M with a 54% positive variance.

    - Professional & Other Services, Insurance, Repairs and Maintenance for both water and non-water systems are the main items contributing to the 54% positive variance.

  - Exceptional Expenses – None.
  - Fuel & Utilities – $1.91M.
  - Bulk Water Purchase – $1.1M; 10% positive variance.
  - Office & Operating Supplies – $419K, 37% positive variance.
  - Training, Travel & Meeting Expenses – $53.3K.
  - Debt Service – Interest Expense - $2.4M.
  - Depreciation & Amortization (non-cash expenses) is $4.8M.

NET OPERATING INCOME:

- Net Operating Income before depreciation and amortization - $7.3M.
- Net Operating Income after depreciation & amortization was $2.5M.

NON-OPERATING PROCEEDS & DISBURSEMENTS

- SRF Loan Proceeds – None.
- FRC – Facility Reserve Charge - Receipts of $531,675.
- YTD Debt Principal Payment is $4,445,757.11.

CAPITAL PROJECTS BUDGET: YTD DISBURSEMENTS = $1,797,811.85

- Capital Projects: Water Utility Fund - $711.6K.
- Capital Projects: FRC Fund – $186.7K.
- Capital Projects: BAB Fund - $1.33M.
- Capital Projects: SRF Loan Fund - None.

II. FY 2017 – 2018 ENCUMBERED FUNDS (SEE ATTACHED)

- FY 2017 – 2018 Certification of Funds – $7,387,596.66

III. COMPARATIVE CHARTS:

METERED CONSUMPTION:

- February, 2018 metered consumption –312 million gallons (mg); decreased by 2.3 mg as compared from the same month of FY 2017.
- Year to Date (YTD) metered consumption as of 2/28/18 –2,812 mg; YTD increase of 112 mg as compared from the same month of FY 2017.

IV. COMPARATIVE BALANCE SHEET:

* Statement of Net Positions as of February 28, 2018 & 2017. See attached.

V. OTHER FISCAL ONGOING ACTIVITIES/INITIATIVES:

- Five (5) years Water Rate Study – The DOW staff met to re-evaluate the CIP lists provided in the Rate Study. Staff is recommending no rate increase in FY 2018-2019 and will re-submit the Manager's Report on Water Rate Study to change the Rate Study period from FY 2017-2021 to FY 2019-2023.
- Proposed Budget for FY 2018- 2019 – Three (3) Finance Committee meetings were already scheduled for the month of April.
- CC&B hosting solution – Evaluation Committee reviewed the draft RFQ and a new recommendation was discussed with the Acting Manager & Chief Engineer – to explore other alternatives to CC&B.
- IT Steering Committee was organized consisting of Division Heads; Meeting schedule are: 1st and 3rd Thursdays every month.
- Water audit – working with Ops and Water Resources; Calendar 2017 Water Audit Report is due July 1, 2018.
- FY 2017 – 2018 Yearend audit is upcoming; IT Audit kick off meeting is scheduled on March 28, 2018.
- Develop Financial Policies for DOW – Procurement budget is included in FY 2019 proposed budget.
- Budget Program Solution – It will be addressed concurrently with the Financial Policies Development procurement.

Department of Water, County of Kauai
Monthly Budget Summary vs. Actual
SUMMARY
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I. OPERATING BUDGET	February				FY 2018			
	Original Budget	Revised Budget	Actual	Variance	Revised YTD Budget	YTD Actual	*Variance	Variance %
Revenue								
Water Sales	$2,399,372.00	$2,399,372.00	$2,175,837.10	($223,534.90)	$19,194,976.00	$19,754,342.17	$559,366.17	3%
Revenue from Public Fire Protection	176,836.50	176,836.50	177,774.50	938.00	1,414,692.00	1,422,196.00	7,504.00	1%
Other Water Revenue	20,833.33	20,833.33	24,115.70	3,282.37	166,666.68	216,806.69	50,140.01	30%
Federal Grants								
State Grants	370,833.33	370,833.33		(370,833.33)	2,966,666.68		(2,966,666.68)	(100%)
Capital Contributions	77,948.25	77,948.25	60,604.67	(17,343.58)	623,586.00	562,931.97	(60,654.03)	(10%)
Net Increase in Fair Value of Investments	(2,000.00)	(2,000.00)	(7,278.07)	(5,278.07)	(16,000.00)	(85,115.80)	(69,115.80)	432%
Investment Income	14,500.00	14,500.00	116,368.63	101,868.63	116,000.00	408,469.98	292,469.98	252%
Gain or Loss on Disposal of Capital Assets	416.67	416.67		(416.67)	3,333.36		(3,333.36)	(100%)
Gain or Loss from the Retirement of Debt								
Miscellaneous Revenues	41,567.75	41,567.75	579.61	(40,988.14)	332,542.00	301,037.93	(31,504.07)	(9%)
Total Revenue	***3,100,307.83***	***3,100,307.83***	***2,548,002.14***	***(552,305.69)***	***24,802,462.72***	***22,580,668.94***	***(2,221,793.78)***	***(9%)***
Employee-Related Expenses								
Salaries and Wages (includes Leaves & CTO)	509,709.58	509,709.58	423,946.60	85,762.98	4,077,676.72	3,407,691.57	669,985.15	16%
Temporary Assignment	4,782.17	4,782.17	4,543.87	238.30	38,257.32	34,578.02	3,679.30	10%
Overtime	40,916.67	40,916.67	38,909.51	2,007.16	327,333.36	312,322.65	15,010.71	5%
Standby	15,132.84	15,132.84	16,398.82	(1,265.98)	121,062.64	130,074.32	(9,011.68)	(7%)
FICA	44,284.00	44,284.00	35,322.63	8,961.37	354,271.99	283,405.63	70,866.36	20%
Retirement Contribution	142,343.41	142,343.41	83,871.11	58,472.30	1,138,747.36	673,722.67	465,024.69	41%
Life & Health Insurance	43,010.92	43,010.92	38,619.13	4,391.79	344,087.32	313,800.60	30,286.72	9%
Workers Compensation						13,918.86	(13,918.86)	
Unemployment Compensation	1,250.00	1,250.00		1,250.00	10,000.00		10,000.00	100%
Post Employment Benefits (OPEB)	83,499.91	83,499.91	96,864.14	(13,364.23)	667,999.36	781,486.03	(113,486.67)	(17%)
Total Employee-Related Expenses	***884,929.50***	***884,929.50***	***738,475.81***	***146,453.69***	***7,079,436.07***	***5,951,000.35***	***1,128,435.72***	***16%***
Contracts & Services								
Professional Services-General	312,650.01	312,650.01	42,623.58	270,026.43	3,916,056.43	1,185,631.31	2,730,425.12	70%
Professional Services-Accounting & Auditing	10,000.00	10,000.00		10,000.00	168,830.00	65,900.00	102,930.00	61%
Other Services-General	5,932.17	5,932.17	1,856.95	4,075.22	48,376.06	34,714.71	13,661.35	28%
Other Services-Billing Costs	17,221.50	17,221.50	11,233.44	5,988.06	162,258.31	80,562.08	81,696.23	50%
Public Relations-General	7,737.50	7,737.50	7,062.62	674.88	62,568.98	37,916.57	24,652.41	39%
Procurement Advertising	833.33	833.33	130.00	703.33	6,666.68	2,202.16	4,464.52	67%
Communication Services	9,973.33	9,973.33	14,333.00	(4,359.67)	87,626.08	74,338.08	13,288.00	15%
Freight and Postage	1,260.00	1,260.00	69.27	1,190.73	10,080.00	3,597.24	6,482.76	64%
Rentals and Leases	11,108.33	11,108.33	11,038.50	69.83	112,703.08	59,612.02	53,091.06	47%
Insurance	100,000.00	100,000.00	2,138.05	97,861.95	800,000.00	18,336.35	781,663.65	98%
County Service Charge	176,836.50	176,836.50	177,774.50	(938.00)	1,414,692.00	1,422,196.00	(7,504.00)	(1%)
Repairs and Maintenance-Water System	10,083.33	10,083.33		10,083.33	180,817.12	123,553.64	57,263.48	32%
Repairs and Maint-Non Water System	56,433.33	56,433.33	210,536.84	(154,103.51)	659,569.50	379,293.25	280,276.25	42%
Total Contracts & Services	***720,069.33***	***720,069.33***	***478,796.75***	***241,272.58***	***7,630,244.24***	***3,487,853.41***	***4,142,390.83***	***54%***

Department of Water, County of Kauai
Monthly Budget Summary vs. Actual
SUMMARY
2/28/2018

	February				FY 2018			
	Original Budget	Revised Budget	Actual	Variance	Revised YTD Budget	YTD Actual	*Variance	Variance %
Exceptional Expenses								
FY2014 & FY2015 Kalaheo Emergency								
FY 2015 Kilauea								
Abandoning Hanamaulu Wells 1 & 2					200,000.00		200,000.00	100%
Total Exceptional Expenses					***200,000.00***		***200,000.00***	***100%***
Fuel & Utilities								
Utility Services	231,128.33	231,128.33	219,456.34	11,671.99	1,849,026.68	1,857,754.77	(8,728.09)	
Fuel	9,625.00	9,625.00	8,581.46	1,043.54	77,000.00	53,758.85	23,241.15	30%
Total Fuel & Utilities	***240,753.33***	***240,753.33***	***228,037.80***	***12,715.53***	***1,926,026.68***	***1,911,513.62***	***14,513.06***	***1%***
Bulk Water Purchase								
Bulk Water Purchase	150,048.00	150,048.00	131,637.63	18,410.37	1,200,384.00	1,084,793.52	115,590.48	10%
Total Bulk Water Purchase	***150,048.00***	***150,048.00***	***131,637.63***	***18,410.37***	***1,200,384.00***	***1,084,793.52***	***115,590.48***	***10%***
Office & Operating Supplies								
Office Supplies	1,833.33	1,833.33	566.31	1,267.02	18,002.19	11,669.12	6,333.07	35%
Operating Supplies	70,670.82	70,670.82	18,188.54	52,482.28	624,361.16	384,194.98	240,166.18	38%
Books, Subscriptions and Dues	2,543.34	2,543.34	6,425.50	(3,882.16)	20,346.64	23,091.80	(2,745.16)	(13%)
Books, Subscriptions and Dues - Board	85.42	85.42		85.42	683.32	75.00	608.32	89%
Total Office & Operating Supplies	***75,132.91***	***75,132.91***	***25,180.35***	***49,952.56***	***663,393.31***	***419,030.90***	***244,362.41***	***37%***
Training, Travel & Meeting Expenses								
Training and Development	9,048.34	9,048.34	420.00	8,628.34	70,647.06	17,356.94	53,290.12	75%
Travel and Per Diem	8,445.00	8,445.00	1,188.08	7,256.92	67,560.00	29,256.91	38,303.09	57%
Travel and Per Diem - Board	1,877.50	1,877.50	165.44	1,712.06	15,020.00	2,068.83	12,951.17	86%
Meeting Expense	650.00	650.00	105.89	544.11	5,200.00	2,738.38	2,461.62	47%
Meeting Expense - Board	828.33	828.33	48.40	779.93	6,626.68	1,906.94	4,719.74	71%
Total Training, Travel & Meeting Expenses	***20,849.17***	***20,849.17***	***1,927.81***	***18,921.36***	***165,053.74***	***53,328.00***	***111,725.74***	***68%***
Debt Service								
Interest Expense		303,258.33	294,039.04	9,219.29	2,426,066.68	2,352,313.49	73,753.19	3%
Total Interest Expense		***303,258.33***	***294,039.04***	***9,219.29***	***2,426,066.68***	***2,352,313.49***	***73,753.19***	***3%***
Total Operating Expenses	***2,091,782.24***	***2,395,040.57***	***1,898,095.19***	***496,945.38***	***21,290,604.72***	***15,259,833.29***	***6,030,771.43***	***28%***
Net Operating Income (Loss) Before Depreciation & Amortization	***$1,008,525.59***	***$705,267.26***	***$649,906.95***	***($55,360.31)***	***$3,511,858.00***	***$7,320,835.65***	***$3,808,977.65***	***108%***
Depreciation & Amortization								
Depreciation	609,562.50	609,562.50	506,403.42	103,159.08	4,876,500.00	4,459,428.79	417,071.21	9%
Amortization	54,166.67	54,166.67		54,166.67	433,333.36	346,292.10	87,041.26	20%
Total Depreciation & Amortization	***663,729.17***	***663,729.17***	***506,403.42***	***157,325.75***	***5,309,833.36***	***4,805,720.89***	***504,112.47***	***9%***
Net Operating Income (Loss)	**344,796.42**	**41,538.09**	**143,503.53**	**101,965.44**	**(1,797,975.36)**	**2,515,114.76**	**4,313,090.12**	**(240%)**

Department of Water, County of Kauai
Monthly Budget Summary vs. Actual
SUMMARY
2/28/2018

	February				FY 2018			
	Original Budget	Revised Budget	Actual	Variance	Revised YTD Budget	YTD Actual	*Variance	Variance %
Non Operating Proceeds								
FRC-Facility Reserve Charge	33,333.33	33,333.33	112,920.00	79,586.67	266,666.68	531,675.00	265,008.32	99%
Total Non Operating Proceeds	**33,333.33**	**33,333.33**	**112,920.00**	**79,586.67**	**266,666.68**	**531,675.00**	**265,008.32**	**99%**
Transfers Out(In) to Other Funds								
Debt Principal Payment	151,530.30	151,530.30	212,334.45	(60,804.15)	4,445,757.11	4,445,757.11		
Net Proceeds (Expenditures)	***226,599.45***	***(76,658.88)***	***44,089.08***	***120,747.96***	***(5,977,065.79)***	***(1,398,967.35)***	***4,578,098.44***	***(77%)***
II. CAPITAL BUDGET								
Capital Projects (See Attached for Details)	1,289,887.51	1,289,887.51	433,186.36	856,701.15	16,255,769.78	2,230,998.21	14,024,771.57	86%

Department of Water, County of Kauai
Monthly Budget Summary vs. Actual
SUMMARY
2/28/2018

	February				FY 2018			
	Original Budget	Revised Budget	Actual	Variance	Revised YTD Budget	YTD Actual	*Variance	Variance %
Capital Projects (See Attached for Details):								
Water Utility - Capital Projects (See Attached for Details)	998,647.93	998,647.93	64,111.45	934,536.48	10,047,798.27	711,600.78	9,336,197.49	93%
FRC Special Trust Fund - Capital Projects (See Attached for Details)	70,766.67	70,766.67	65,903.81	4,862.86	1,017,244.79	186,723.48	830,521.31	82%
BAB Fund - Capital Projects (See Attached for Details)	220,472.91	220,472.91	303,171.10	(82,698.19)	5,190,726.72	1,332,673.95	3,858,052.77	74%
SRF Loan Fund - Capital Projects (See Attached for Details)								
Total Capital Projects (See Attached for Details)	1,289,887.51	1,289,887.51	433,186.36	856,701.15	16,255,769.78	2,230,998.21	14,024,771.57	86%

Department of Water, County of Kauai
Monthly Budget Summary vs. Actual
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2/28/2018

	February				FY 2018			
	Original Budget	Revised Budget	Actual	Variance	Revised YTD Budget	YTD Actual	*Variance	Variance %
Capital Projects (See Attached for Details):								
10-02-00-604-999 WU-IT-RandR Capital Purchases--	59,316.67	59,316.67		59,316.67	753,040.11	162,159.17	590,880.94	78%
10-02-00-605-999 WU-IT-Expansion Capital Purchases--	1,666.67	1,666.67		1,666.67	27,766.32		27,766.32	100%
10-20-00-604-001 WU-Eng-ALLR-17-10-KW-07 Paua Valley Tank Repair	12,500.00	12,500.00		12,500.00	172,972.57	42,481.30	130,491.27	75%
10-20-00-604-009 WU-Eng-ALLR-Hanapepe Stream Crossing	16,666.67	16,666.67		16,666.67	133,333.32		133,333.32	100%
10-20-00-604-033 WU-Job 13-07- Koloa D Repairs					8,386.00	1,428.00	6,958.00	83%
10-20-00-604-120 WU-Eng-10%R-Kilauea 1.0 MG Tank Job 02-06					801.36		801.36	100%
10-20-00-604-132 WU-Eng-ALLR-13-05 Kolo Rd Main Replacement					2,712.50		2,712.50	100%
10-20-00-604-135 WU-Eng-ALLR-12-04 HE-14 Eleele Booster Rehab					18,763.00	16,478.00	2,285.00	12%
10-20-00-604-136 WU-Eng-ALLR-12-01 H-05 Weke Anae Hee 6-8IN Mains					60,354.10	24,418.60	35,935.50	60%
10-20-00-604-138 WU-Eng-69%R-11-07 HE-03 Hanapepe & Koloa Well MCC					36,570.70	10,627.20	25,943.50	71%
10-20-00-604-146 WU-Eng-12%R-Job 15-7 HE-01&10HanapepeEleeleConn PL			35,229.95	(35,229.95)	132,667.05	71,960.13	60,706.92	46%
10-20-00-604-148 WU-Eng-56%R-Kuhio Hwy Hardy-Oxford 16IN Main Repla	8,400.00	8,400.00		8,400.00	67,200.00		67,200.00	100%
10-20-00-604-157 WU-Eng-16-4-WKK-03-Kilauea Wells MCC Rehab			28,881.50	(28,881.50)	276,626.00	218,903.35	57,722.65	21%
10-20-00-604-159 WU-Eng-ALLR-17-7 Maalo Road Easement					21,000.00		21,000.00	100%
10-20-00-605-137 WU-Eng-ALLE-11-11 K-17 Kalaheo Surface Water Trtmt					12,765.73		12,765.73	100%
10-20-00-605-139 WU-Eng-ALLE-02-11 M-02 100K Tank & Pipeline Moloaa					125,200.00		125,200.00	100%
10-21-00-604-029 WU-Cns-44%R-09-01 Yamada Tank Clearwell, Conn Pipe					1.00		1.00	100%
10-21-00-604-033 WU-Cns-ALLR-13-07, Koloa Well D Repairs					13,763.04	5,650.00	8,113.04	59%
10-21-00-604-035 WU-Cns-ALLR-12-4, HE-14, Eleele Booster Rehab	48,125.00	48,125.00		48,125.00	952,000.00		952,000.00	100%
10-21-00-604-146 WU/CM/CO/15-07, HE-10 PL conn Hanap/Eleele 6"Main	137,800.00	137,800.00		137,800.00	1,102,400.00		1,102,400.00	100%
10-21-00-604-999 WU-CM-RandR Capital Purchases	4,583.33	4,583.33		4,583.33	36,666.68		36,666.68	100%
10-21-00-605-017 WU-Cns-ALLE-18IN Cane Haul Road Main	266,306.25	266,306.25		266,306.25	2,130,450.00		2,130,450.00	100%
10-21-00-605-118 WU-Cns--ALLE-WK-39 Drill Kapaa Homestead Well 4	62,500.00	62,500.00		62,500.00	500,000.00		500,000.00	100%
10-21-00-605-146 WU/CM-15-07/HE-10, Reorg WS PL Conn Hanap-eleele	267,866.67	267,866.67		267,866.67	2,142,933.32		2,142,933.32	100%
10-21-00-605-999 WU-CM-Expansion Capital Purchases	833.33	833.33		833.33	6,666.68		6,666.68	100%
10-30-00-605-999 WU-Bill-Expansion Capital Purchases					199,356.30	54,383.98	144,972.32	73%
10-40-00-604-999 WU-Ops-RandR Capital Purchases	70,416.67	70,416.67		70,416.67	780,069.17	93,239.26	686,829.91	88%
10-40-00-605-999 WU-Ops-Expansion Capital Purchases	41,666.67	41,666.67		41,666.67	333,333.32	9,871.79	323,461.53	97%
Total Capital Projects (See Attached for Details)	998,647.93	998,647.93	64,111.45	934,536.48	10,047,798.27	711,600.78	9,336,197.49	93%

Department of Water, County of Kauai
Monthly Budget Summary vs. Actual
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2/28/2018

	February				FY 2018			
	Original Budget	Revised Budget	Actual	Variance	Revised YTD Budget	YTD Actual	*Variance	Variance %
Capital Projects (See Attached for Details):								
20-20-00-605-017 FRC-Eng-ALLE-18IN Cane Haul Road Main					20,800.00		20,800.00	100%
20-20-00-605-018 FRC-Eng-ALLE--H-08 Hanalei Well 2	6,250.00	6,250.00		6,250.00	50,000.00		50,000.00	100%
20-20-00-605-104 FRC-Eng-ALLE-05-02 HW-12 Drill Wainiha-Haena Well					47,869.00		47,869.00	100%
20-20-00-605-117 FRC-Eng-ALLE-12-02 WK-23 UH Expmntal Storage Tank					26,832.00		26,832.00	100%
20-20-00-605-118 FRC-Eng-ALLE-WK-39 Drill Kapaa Homestead Well 4					111,950.00	4,786.21	107,163.79	96%
20-20-00-605-120 FRC-Eng-90%E-Kilauea 1.0MG Tank Job 02-06					7,212.24		7,212.24	100%
20-20-00-605-148 FRC-Eng-ALLE-Kuhio Hwy (Hardy-Oxford) 16IN Main Re	6,600.00	6,600.00		6,600.00	52,800.00		52,800.00	100%
20-20-00-605-153 FRC-Eng-ALLE-15-08-HW-11-Haena 0.2MG Tank			63,143.81	(63,143.81)	236,447.23	179,177.27	57,269.96	24%
20-20-00-605-154 FRC-Eng-ALLE-Drill & Test Kilauea Well #3	25,000.00	25,000.00	2,760.00	22,240.00	200,000.00	2,760.00	197,240.00	99%
20-20-00-605-155 FRC-Eng-ALLE-Wainiha Well #4	6,666.67	6,666.67		6,666.67	53,333.32		53,333.32	100%
20-21-00-605-029 FRC-Cns-56%E-09-01 Yamada Tank Clearwell, Conn Pip					1.00		1.00	100%
20-21-00-605-161 FRC-Cns-Hanapepe River Bridge Kaumualii Hwy	26,250.00	26,250.00		26,250.00	210,000.00		210,000.00	100%
Total Capital Projects (See Attached for Details)	70,766.67	70,766.67	65,903.81	4,862.86	1,017,244.79	186,723.48	830,521.31	82%

Department of Water, County of Kauai
Monthly Budget Summary vs. Actual
30
2/28/2018

	February				FY 2018			
	Original Budget	Revised Budget	Actual	Variance	Revised YTD Budget	YTD Actual	*Variance	Variance %
Capital Projects (See Attached for Details):								
30-20-00-604-101 BAB-Eng-ALLR-10-01 Ani-01a Anini & Kalihiwai Rd 6-					76,428.25		76,428.25	100%
30-20-00-604-105 BAB-Eng-ALLR-09-01 K-01 Kalaheo 1111FT & 1222FT			9,196.01	(9,196.01)	534,942.95	249,325.52	285,617.43	53%
30-20-00-604-110 BAB-Eng-ALLR-11-04 LO-10 Lawai 6n8inch Main Rplcmn					23,687.50		23,687.50	100%
30-20-00-604-112 BAB-Eng-ALLR-11-02 PLH-01a Grove Farm Tanks 1 & 2					52,767.90	17,000.00	35,767.90	68%
30-20-00-604-115 BAB-Eng-ALLR-11-06 WK-01 Rehab Moelepe Tunnel					81,340.00		81,340.00	100%
30-20-00-605-104 BAB-Eng-ALLE-05-02 HW-12 Drill Wainiha-Haena Well					32,430.00		32,430.00	100%
30-20-00-605-116 BAB-Eng-ALLE-02-14 WK-08 Kapaa Homesteads Tank			54,445.80	(54,445.80)	250,286.13	144,276.43	106,009.70	42%
30-20-00-605-120 BAB-Cns-ALLE-02-06WKK15-Kilauea 466 Tank Puu Pane					37,305.00		37,305.00	100%
30-20-00-605-125 BAB-Eng-98%E-02-01 Land for Kukuiolono Tank Site					121,223.10	40,492.25	80,730.85	67%
30-20-00-605-139 BAB-Eng-ALLE-02-11 M-02 100K Tnk & Pipeline Moloaa					94,222.00		94,222.00	100%
30-20-00-605-158 BAB-Eng-AllE-11-3 MO-03 Land & Well Acq Moloaa&Wai					12,865.00	3,678.00	9,187.00	71%
30-21-00-604-017 WU-Cns-18IN Cane Haul Road Main	3,806.25	3,806.25		3,806.25	30,450.00		30,450.00	100%
30-21-00-604-107 BAB-Cns-ALLR-11-07 KP-09-MCC Chlor KoloaWell16-A,E	145,833.33	145,833.33	239,529.29	(93,695.96)	3,171,666.68	877,901.75	2,293,764.93	72%
30-21-00-604-114 BAB-Cns-ALLR- PLH-39a-Lihue Baseyard Phase I					104,444.53		104,444.53	100%
30-21-00-605-029 BAB--09-01 Yamada Tank Clearwell, Conn Pip					1.00		1.00	100%
30-21-00-605-118 BAB-Cns-ALLE-WK-39 Drill Kapaa Homestead Well 4	70,833.33	70,833.33		70,833.33	566,666.68		566,666.68	100%
Total Capital Projects (See Attached for Details)	220,472.91	220,472.91	303,171.10	(82,698.19)	5,190,726.72	1,332,673.95	3,858,052.77	74%

FY 2017 - 2018 Certification of Funds

				ACCOUNT #		W/U	BAB	FRC	TOTALS
7/1/2017	629	Utilitec, Inc.	WU bill mail processing and mailing services	10-30-20-541-020	OE	200,000.00			200,000.00
7/6/2017	618	Prithibi	As needed Technical Support & CC&B Oracle Upgrade.	10-02-10-540-010	OE	640,000.00			640,000.00
7/27/2017	642	Wong's Equipment And Service, LLC	Solicitation GS 2017-4, Furnishing and Delivery of Noise Leak Logger System	10-40-00-604-999	CO	35,489.77			35,489.77
8/3/2017	427	Belt Collins Hawaii, Ltd.	Amendment 9, Job. No. 02-14, Kapaa Homesteads 0.5MG Storage Tank & Kapahi 1.0 MG Storage Tank & Connecting Pipelines, Wailua-Kapaa Water System	30-20-00-605-116	CO		160,149.00		160,149.00
8/3/2017	643	Valley Isle Motors, Ltd.	Solicitation GS 2017-2, Furnishing and Delivery of 3 vehicles	10-40-00-604-999	CO	275,065.80			275,065.80
8/3/2017	643	Valley Isle Motors, Ltd.	Solicitation GS 2017-2, Furnishing and Delivery of 2 vehicles	10-40-00-605-999	CO	120,090.78			120,090.78
8/11/2017	644	Unlimited Construction Services, Inc.	Job no. 11-07, WP 2020, KP-09, MCC Chlorination Facilities, Koloa Well 16A & 16B site building improvements	30-21-00-604-107	CO		1,750,000.00		1,750,000.00
8/11/2017	644	Unlimited Construction Services, Inc.	Job no. 11-07, WP 2020, KP-09, MCC Chlorination Facilities, Koloa Well 16A & 16B site building improvements	30-21-00-604-107	CO		2,005,000.00		2,005,000.00
9/18/2017	630	Derricks Well Drilling & Pump Services, LLC	CO #1, Job. # 17-05, Puhi Well 5A Repairs	10-40-50-560-000	OE	49,849.56			49,849.56
42,996.00	645.00	R.M. Towill Corporation	Job. No. 17-11, WP 2020, No. WKK-2, Drill and Develop New Kilauea Well No. 3, Kilauea, Kauai, HI	20-20-00-605-154	CO			300,000.00	300,000.00
9/18/2017	645	R.M. Towill Corporation	Job. No. 17-11, WP 2020, No. WKK-2, Drill and Develop New Kilauea Well No. 3, Kilauea, Kauai, HI	10-20-10-540-010	OE	70,000.00			70,000.00
10/9/2017	633	Mythics	2nd year - Multi Term - sole source # 2017-4, Annual License Renewal of Oracle Service Cloud, FSM, And CC&B for FY 2017 - 2018	10-02-10-561-000	OE	226,280.51			226,280.51
11/7/2017	646	King Auto Center	GS 2018-1, Furnishing and delivery f one SUV 4-door 4 wheeel drive	10-21-00-604-999	CO	39,491.42			39,491.42
11/29/2017	647	Oasis Water Systems	Job No. 17-03, Kekaha Shaft 12 Replacement (Revised to include Contingency)	10-40-00-604-999	CO	72,518.00			72,518.00
12/22/2017	648	Kauai Air Conditioning	AC 2017 - 2018; To furnish the services and maintenance of DOW's various air conditioning units.	10-01-10-561-000	OE	22,920.00			22,920.00
12/22/2017	648	Kauai Air Conditioning	AC 2017 - 2018; To furnish the services and maintenance of DOW's various air conditioning units.	10-40-60-561-000	OE	10,000.00			10,000.00
12/22/2017	649	WASA Electrical Services, Inc.	Job. No. 12-04; WP 20020 HE-14, Hanapepe- Eleele Booster Pump Replacements	10-21-00-604-035		577,500.00			577,500.00
12/22/2017	649	WASA Electrical Services, Inc.	Job. No. 12-04; WP 20020 HE-14, Hanapepe- Eleele Booster Pump Replacements	10-21-00-604-035		567,000.00			567,000.00
1/5/2018	440	Kodani & Associates	Job No. 02-06, WP 2020WKK-15, Kilauea	30-20-00-604-120	CO		25,260.00		25,260.00
1/8/2018	650	Allied machinery Corp.	GS 2018- 2, Furnishing & Delivery of Bull Hog Style Shredding Attachment	30-20-00-604-120	CO	24,799.82			24,799.82

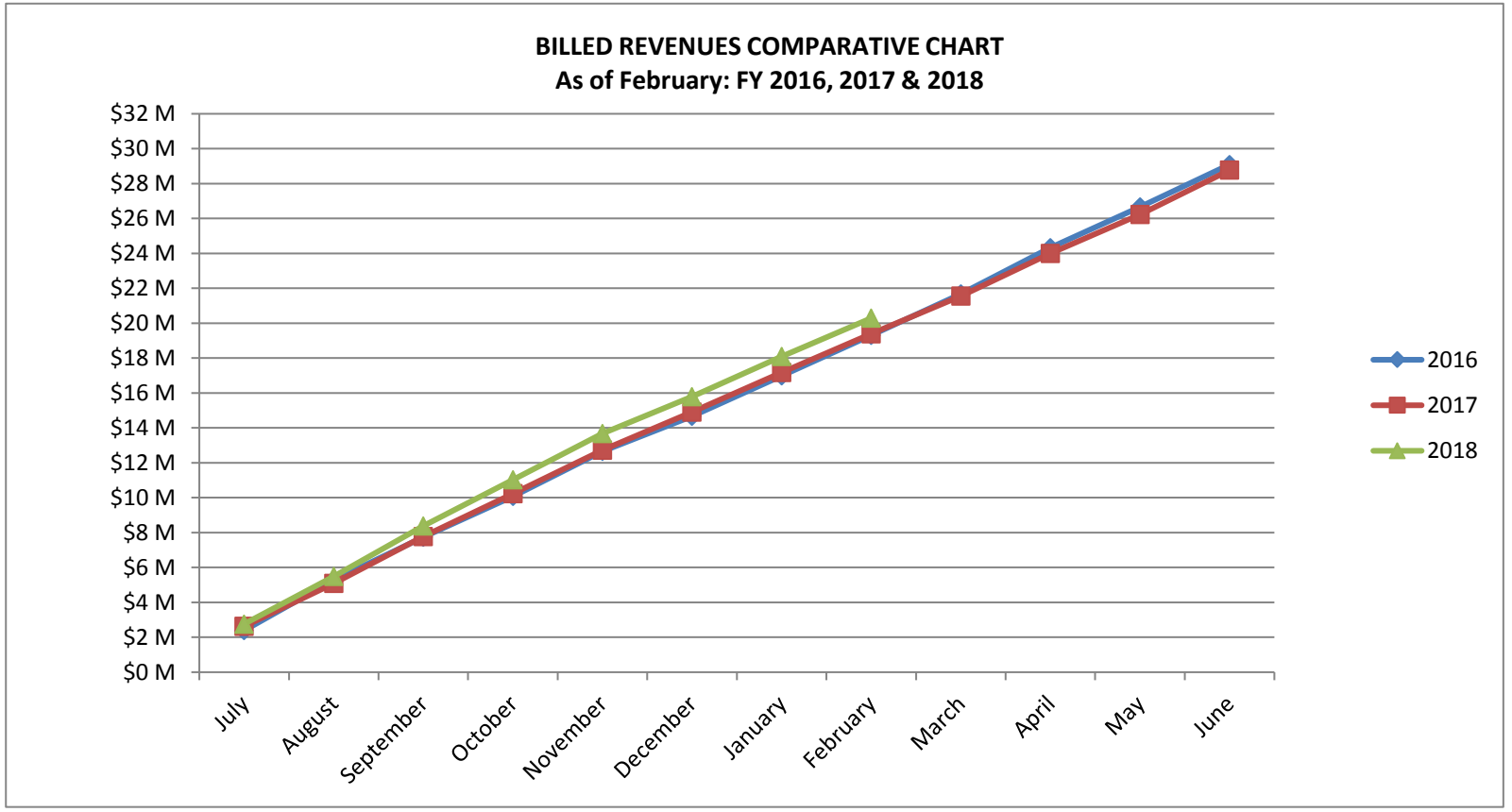
2/14/2018	651	Ashford & Wriston	Special Counsel to provide environmental, land use, and regualtory compliance litigation and related services.	10-01-10-540-010	OE	25,000.00			25,000.00
3/6/2018	652	Oasis Water Systems	Electromagnetic Flow Meter and 2 Matco-Norca resilience wedge gate valves	10-40-50-560-000	OE	13,199.00			13,199.00
3/6/2018	653	Kai Hawaii, Inc.	As needed structural engineering services for the DOW	10-21-10-540-010	OE	50,000.00			50,000.00
3/6/2018	638	Accuity, LLC	2nd Year of 5 years, Auditing Services multi-term contract.	10-31-10-540-020	OE	63,870.00			63,870.00
3/6/2018	639	Kai Hawaii, Inc.	Rehabilitate Paua Valley tank #1, .05MG Concrete, Kekaha, HI	10-20-00604-001	CO	64,113.00			64,113.00
TOTALS						**3,147,187.66**	**3,940,409.00**	**300,000.00**	**7,387,596.66**

III.

BILLED REVENUES COMPARATIVE REPORT

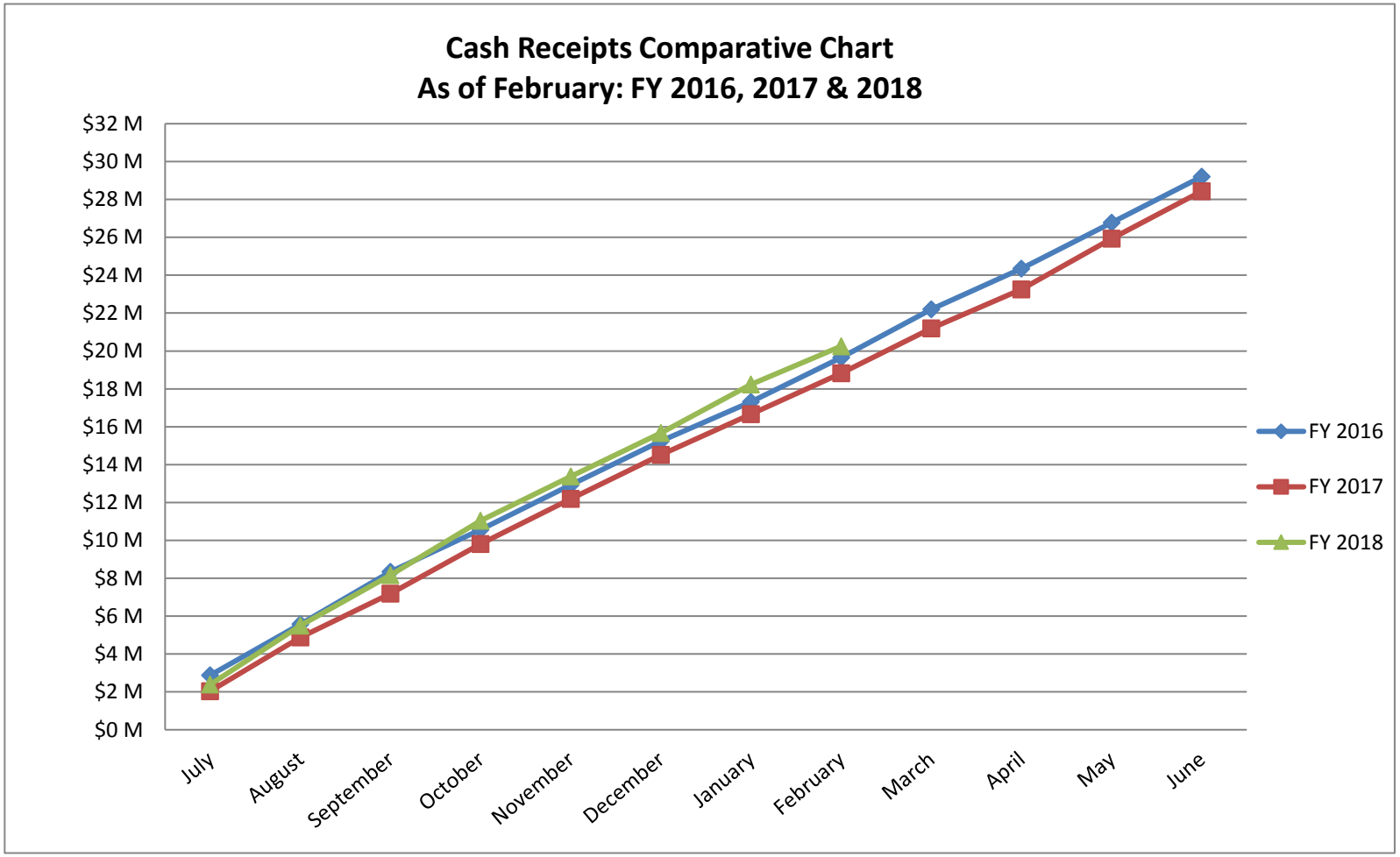
For Fiscal Years 2016, 2017 & 2018

	2016	2017	2018	Cum. Inc (Dec)	% Inc. (Dec.)
July	$ 2,389,827	$ 2,626,380	$ 2,760,278	$ 133,898	5.10%
August	$ 5,285,956	$ 5,097,118	$ 5,480,992	$ 383,873	7.53%
September	$ 7,743,790	$ 7,767,863	$ 8,381,960	$ 614,097	7.91%
October	$ 10,076,762	$ 10,231,048	$ 11,028,260	$ 797,213	7.79%
November	$ 12,649,063	$ 12,718,113	$ 13,685,184	$ 967,071	7.60%
December	$ 14,656,392	$ 14,905,179	$ 15,789,273	$ 884,094	5.93%
January	$ 16,981,290	$ 17,167,603	$ 18,084,865	$ 917,262	5.34%
February	$ 19,297,429	$ 19,387,481	$ 20,286,133	$ 898,652	4.64%



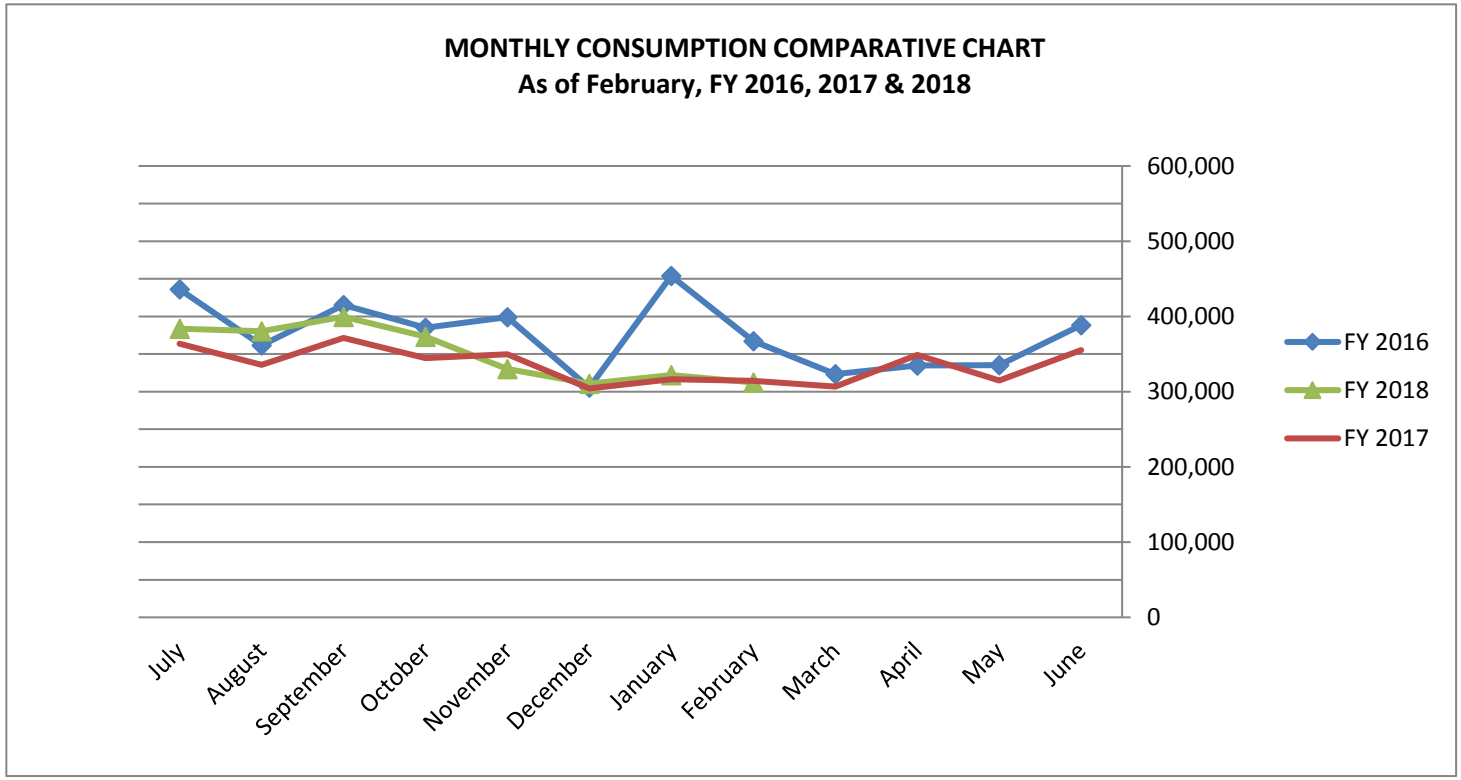
CASH RECEIPTS (W/U) COMPARATIVE REPORT
For Fiscal Years 2016, 2017 & 2018

	FY 2016	FY 2017	FY 2018	Cum. Inc (Dec)	% of Inc (Dec)
July	$ 2,877,122	$ 2,036,499	$ 2,385,872	$ 349,373	17%
August	$ 5,578,998	$ 4,881,715	$ 5,504,876	$ 623,161	13%
September	$ 8,342,249	$ 7,182,779	$ 8,155,772	$ 972,993	14%
October	$ 10,566,640	$ 9,806,314	$ 11,034,364	$ 1,228,050	13%
November	$ 12,935,656	$ 12,190,276	$ 13,377,231	$ 1,186,955	10%
December	$ 15,243,144	$ 14,510,720	$ 15,665,947	$ 1,155,227	8%
January	$ 17,306,718	$ 16,654,692	$ 18,226,254	$ 1,571,563	9%
February	$ 19,659,624	$ 18,823,674	$ 20,249,770	$ 1,426,096	8%



METERED CONSUMPTION (000 GALLONS) MONTHLY COMPARATIVE CHART
For Fiscal Years 2016, 2017 & 2018
(expressed in thousands)

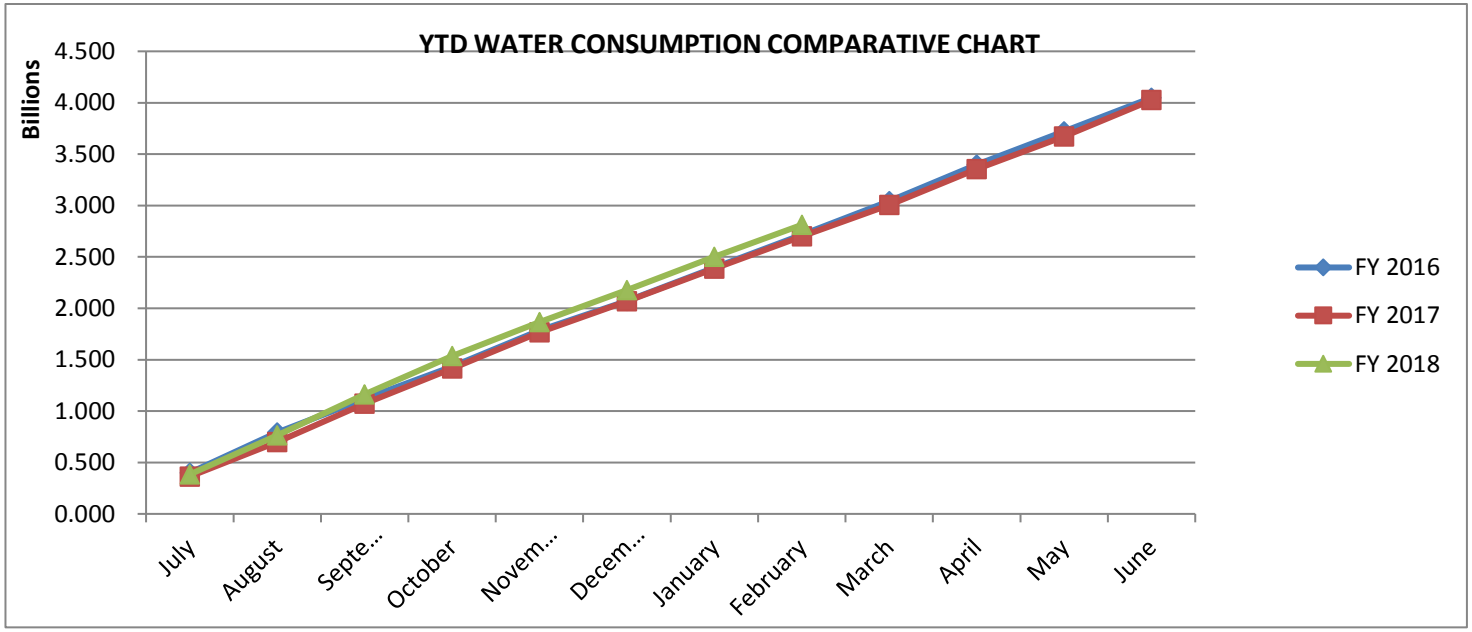
	FY 2016	FY 2017	FY 2018	INC (DEC)
July	436,238	363,695	383,831	20,136
August	361,599	335,456	380,414	44,958
September	415,176	371,437	399,598	28,161
October	384,934	344,542	373,247	28,705
November	398,863	349,909	329,959	-19,950
December	305,276	304,246	310,680	6,434
January	453,812	316,392	321,919	5,527
February	366,974	314,462	312,188	-2,274



Note: refer to monthly summary highlights

YTD METERED CONSUMPTION (000 GALLONS) COMPARATIVE REPORT
For Fiscal Years 2016, 2017 & 2018
(expressed in thousands)

	FY 2016	FY 2017	FY 2018	CUM. INC (DEC)
July	400,235	363,695	383,831	20,136
August	792,065	699,151	764,245	65,094
September	1,119,690	1,070,588	1,163,843	93,255
October	1,434,146	1,415,130	1,537,090	121,960
November	1,784,988	1,765,039	1,867,049	102,010
December	2,072,021	2,069,285	2,177,729	108,444
January	2,394,442	2,385,677	2,499,648	113,971
February	2,714,729	2,700,139	2,811,836	111,697



Department of Water - County of Kauai
Statements of Net Position
February 28, 2018 and 2017

Assets and Deferred Outflows

	2/28/2018 (Unadjusted)	February 28, 2017
Current Assets		
Cash	**10,073,138.36**	5,614,725.08
Equity interest in pooled investments	**5,143,031.59**	24,806,536.06
Receivables:		
Accounts, net of allowance for doubtful accounts*	1,496,524.89	1,800,318.18
Due from other funds		
Unbilled accounts	1,525,416.36	1,428,698.79
Grants and subsidies	339,386.16	549,079.16
Accrued interest	80,748.87	72,778.40
Total receivables	**3,442,076.28**	**3,850,874.53**
Materials and supplies	1,097,060.10	889,994.23
Prepaid expenses	38,825.23	45,614.00
Total current asset	**19,794,131.56**	**35,207,743.90**
Restricted Assets:		
Facility reserve charge funds:		
Cash	858,494.17	2,181,815.09
Accounts receivable and other	145,451.20	-
Total facility reserve charge funds	**1,003,945.37**	**2,181,815.09**
Bond funds:		
Cash	1,521,389.01	2,407,597.17
Investments	11,970,607.29	12,871,629.65
Accrued interest	54,771.40	62,192.65
Total bond funds	**13,546,767.70**	**15,341,419.47**
Total restricted assets	**14,550,713.07**	**17,523,234.56**
Equity Interest in Pooled Investment - Noncurrent	**39,344,320.55**	**18,015,347.00**
Utility Plant:		
In service	333,051,852.36	329,603,854.64
Accumulated depreciation	(125,060,673.91)	(117,832,248.95)
Total utility plant	**207,991,178.45**	**211,771,605.69**
Construction work in progress	6,516,781.03	5,945,602.30
Total property, plant and equipment	**214,507,959.48**	**217,717,207.99**
Total assets	**288,197,124.66**	**288,463,533.45**
Deferred Outflow of Resources	6,371,217.08	2,959,917.92
Total assets and deferred outflows of resources	**$ 294,568,341.74**	**$ 291,423,451.37**
***Allowance for doubtful accounts**	**271,761.79**	**269,886.67**

Department of Water - County of Kauai
Statements of Net Position
February 28, 2018 and 2017

Liabilities, Deferred Inflows and Net Position

	2/28/2018 (Unadjusted)	February 28, 2017
Current Liabilities:		
Accounts payable and accrued liabilities	2,153,950.71	1,148,929.70
Contracts payable, including retainages	70,822.79	589,909.64
Due to/Due From Other Funds	-	
Customer overpayment	165,781.38	112,525.82
Customer deposits and advances	415,982.88	449,309.76
Current portion of long term debt	4,835,459.24	4,717,296.00
Current portion of capital lease obligation	742,464.86	699,000.00
Total current liabilities	**8,384,461.86**	**7,716,970.92**
Long-Term Debt	72,911,796.98	77,922,030.91
Capital Lease Obligation	526,618.76	1,269,147.74
OPEB & Retirement Benefits	16,992,176.08	12,072,473.71
Accrued Vacation and Compensatory Pay	1,327,364.42	1,245,154.43
Deferred Inflow of Assets	338,104.00	1,286,710.00
Total liabilities and deferred inflows:	**100,480,522.10**	**101,512,487.71**
Net Position:		
Water Utility Reserves	10,200,000.00	10,200,000.00
Restricted FRC	996,094.61	2,181,815.09
Restricted Build American Bonds	13,498,747.61	14,775,026.64
Invested in Capital Assets Net of Related Debt	136,041,013.48	133,109,733.34
Unrestricted	33,351,963.94	29,644,388.59
Total net position	**194,087,819.64**	**189,910,963.66**
Total liabilities, deferred inflows and net position:	**$ 294,568,341.74**	**$ 291,423,451.37**
	-	-

INFORMATION & EDUCATION SPECIALIST REPORT
March 23, 2018

Public Notices and Announcements
All news releases were also published on the Department's Facebook and Twitter social media pages.

- **Wailua – Emergency water service shutdown**
  - A news release was issued on February 12, 2018 to notify the public of an emergency water service shutdown for customers located along a portion of Kuamoo Road in Wailua from Opaekaa Road to Paako Street; including Kuhoho Street, Aleo Street, Lihau Street, Iliki Street, Hie Street, Molo Street and Alahele Street. Water services was turned off on Feb. 12th from 4 p.m. to 8 p.m. in order to conduct emergency repairs to an 8-inch water main line break in the area. The news release also informed residents of a partial one-lane road closure that was in place near the intersection of Kuamoo Road and Opaekaa Road during the repairs.
    - Additional customer notifications and a final update was sent out to the affected areas via CTY Blackboard Connect message on Feb. 12th.

Other Media

- Feb. 14, 2018 - A sub-article, "County welcomes new Chief Engineer" was published on Feb. 14th in the Mid-Week Kauai publication announcing Steve Kyono as DOW's acting manager and chief engineer. (*Attached*)

Public Relations Program
Education & Community Outreach

- Jonell Kaohelaulii provided 6 presentations over a 2-day period to Chiefess Kamakahelei Middle School's English Language Arts classes. The interactive presentations included research and information about groundwater, water resources, DOW services and conservation. As part of the presentations, a Project WET activity, '8-4-1, One for All' was also introduced and students were able to experience and discuss challenges of water resource management. Shower timers were given to 142 students to encourage water conservation through shorter water use at home.
- Jonell participated in Kekaha Elementary School's Science, Technology, Engineering and Math (STEM) Night on March 7th. DOW's display featured a new water-math activity that encouraged students and parents to calculate the amount of water that is used or could be saved by doing everyday tasks. Students received a water saving tips worksheet and shower timers for completing the equations. Parents received leak detection tablets. Approximately 100 students and parents attended Kekaha's spring STEM night event.
- Jonell is preparing for the Department's participation in Fix a Leak Week, in partnership with the Environment Protection Agency's WaterSense program. A week-long awareness event will be promoted through the distribution of free leak detection starter kits from DOW. In addition, PR has scheduled advertisements that include print, social media and radio campaigns. The presentation of the Mayor's Proclamation at the Fix a Leak Week kick-off event has been confirmed for March 16th at the DOW. Media partners have been invited to cover the event.

- DOW will be participating in this year's Mayor-a-Thon event as the hydration station sponsor. Jonell will also be participating on the event's planning committee. Mayor-a-Thon 2018 is scheduled for Saturday, June 23rd.

Advertising & Media Placements

- A radio advertisement campaign have been reserved to air, March 12 to March 23, 2018 to promote leak detection and repairs in honor of Fix a Leak Week at DOW. The radio spots are confirmed as a part of PR's current contract with FM97 and Kong Radio and was reserved at no additional cost to the budget.
- Jonell composed and submitted a summer conservation editorial advertisement for the Kauai Family Magazine's 2018 summer publication.

Upcoming Community Outreach & Educational Events

- March 16, 2018 – Mayor's Proclamation of Fix a Leak Week at DOW
- March 18 – 24, 2018 –Fix a Leak Week
- June 23, 2018 – Mayor-a-Thon Event
- September 20, 2018 – 15th Annual Make a Splash with Project WET Festival

Project WET

Project WET Hawaii is working on offering additional training opportunities for its facilitators via Project WET USA's webinars to provide a supplement to certification training and to maintain a high level of interest and use of the programs. On Feb. 20th, Project WET Hawaii participated in USA's webinar on water festivals to learn more about Make a Splash with Project WET festivals, event challenges, their successes and coordination of the festival within the USA network.

Upcoming Project WET Certification Workshops -Educator

- Project WET Hawaii is hosting an Educator Workshop on Oahu on March 17, 2018. The workshop is being coordinated by Project WET facilitators from the City and County of Honolulu's Storm Water Branch.
- Project WET Hawaii is conducting a two-day Educator Workshop on Oahu on March 19-20, 2018. The workshop is being coordinated by Project WET facilitators within the Honolulu Board of Water Supply.

Miscellaneous

- DOW is participating in the county-wide food and funds drive to benefit the Kauai Independent Food Bank. DOW has set an internal goal to collect 800lbs of food this year. Collections for the county-wide drive began on March 1st and will end on April 27th.

JSK: ein

Attachments: "County welcomes new chief engineer" – Mid-Week Kaua'i

Mgrrp/March 2018/Information and Education Specialist (3-23-18):ein

KAUA'I KINE *Coco Zickos*

Sample Some Sweet Treats

Twenty firefighters and two ocean safety officers recently received promotions. PHOTO COURTESY COUNTY OF KAUA'I

Love is in the air this week, and it's the perfect opportunity to indulge in all things sweet. **Zonta Club of Kaua'i** hosts its 25th annual **Eat Dessert First** fundraiser from 5:30 to 7:30 p.m. Tuesday (Feb. 13) at **Kaua'i Marriott Resort**. It's a chance to sample showcase desserts by **Hukilau Lānai**, **VIP Treats & Sweets**, **Haole Girl Island Sweets**, **'Ono Pops**, **Passion Bakery Café**, **Dizzy Lizzy Cookies**, **The Spot Kaua'i**, **Gaylord's Kilohana**, **Kaua'i Coffee** and **Sustainable Boost Teas**, as well as dessert donations from **Contemporary Flavors (Mark's Place)** – **Kings Cake Sweet Treats**. This year's theme is **Mardi Gras Night**, and attendees are encouraged to dress up for the occasion. Tickets can be purchased at **Vicky's Fabrics** in Kapa'a, **The Wine Shop** in Kōloa and **Déjà vu Surf Hawai'i** at Kukui Grove Center, or online at zonta-kauai.org/eat-dessert-first. Call 332-5654 for more information ...

Congrats to the 20 firefighters and two ocean safe-

SEE PAGE 5

County Welcomes New Chief Engineer

FROM PAGE 2

ty officers who were recently promoted. A special ceremony was held by **Kaua'i Fire Department** for **Gary Hudson** and **Solomon Kanoho**, who were promoted to battalion chief; **Clyde Weddell**, **Makali'i Andrade**, **Dodd Apao**, **Curtis Langstaff**, **Joseph Durocher**, **Chauncey Pa** and **Jeremie Makepa**, who were promoted to fire captain; **John Cornell**, **Micah Mokuahi**, **Kevin Cook** and **Maui Kjeldsen**, who were promoted to firefighter III; **Nicholas Pananganan**, who was promoted to firefighter III, fire apparatus operator; **Raymond Veeck**, **Derek Tsunehiro**, **Kekoa Dizol**, **Jeremy Albano**, who were promoted to firefighter III, fire inspector; **Jeremy Cole**, who was promoted to firefighter III, fire service trainer; **Bo Domingcil**, who was promoted to firefighter II; **Tyrus Siale**, who was promoted to ocean safety officer IV; and **Kleve Zarbaugh**, who was promoted to ocean safety officer III ...

Steven Kyono

Another congrats goes out to the hard-working **Bev Brody** of **Get Fit Kaua'i**, who was recently named to **Kaiser Permanente**'s **Thriving Schools Honor Roll** due to her efforts to establish sustainable, healthy school environments around the island ...

Hawai'i Children's Theatre is holding its annual **Whale Watch Fundraiser** at 8:30 a.m. Sunday (Feb. 18) at **Port Allen Marina**. The four-hour whale watch and snorkel tour will be conducted with **Captain Andy Sailing Adventures**. Visit hawaiichildrenstheatre.org for more information ...

Bikes on Rice, a monthly group ride through Līhu'e, kicks off at 4:30 p.m. Tuesday (Feb. 13) at the mayor's office. The event is a slow-paced, 6-mile bicycle ride through level streets and includes free grilled hot dogs at the end of the ride. Visit bikesonrice.org for more information ...

Steven Kyono was recently promoted to the position of acting manager and chief engineer for **Kaua'i Department of Water**. He fills the shoes of **Kirk Saiki**. Kyono has served various roles in the past, including county engineer and Kaua'i district engineer for the state **Department of Transportation Highways Division**.

cocomidweek@gmail.com

DEPARTMENT OF WATER

County of Kaua'i

"Water has no Substitute – Conserve It!

Operations Division Report for the Month of February 2018

Personnel

- Congratulations to Virgil Kapanui, promoted to Field Operations Superintendent.
- Interview for vacant Plant Operations Superintendent completed, recommendations forwarded.

Source and Storage

- Maintenance Workers continued cleaning of various remote facilities island-wide. Works included clearing of vegetation and drainage as well as repair and construction of structures and facilities.

- Water Plant Operators performed routine inspection and maintenance at all sites including valve maintenance, piping repair and replacement, chlorination equipment maintenance, and mixing of sodium hypochlorite.

- Electrical workers performed routine electrical maintenance at all sites including SCADA radio troubleshooting, electrical wiring for motor controls, lighting repair and replacement.

Distribution

- Operations Division Field Section crews continue to perform live taps and routine leak repair of service laterals and mainlines. Field Section personnel completed one (1) for February; and responded to and completed thirty five (35) leak repair work orders.

- Field Section personnel installed/relocated five (5) service laterals.

- In the month of February, field crew did not replace any of the 3" PVC distribution line on Lokokai Road under work order C141516. As of October 2017 a total of 2,126 feet of old pipe has been replaced.

- We received a total of 58 calls from customers reporting leaks on the mainline, service laterals, meters, meter boxes and fire hydrants including complaints of no water, complaints of low pressure, high pressure, calls requesting remote site/facility grounds and vegetation maintenance, calls for assistance in shutting off the water meter, calls reporting damaged meter box and cover, reports of leaking or damaged fire hydrants and report of white milky water. Work orders were generated and all calls resolved. Leak after the meter needs to be addressed by the customer.

Fleet, Inventory, Warehouse and Baseyard Area

- For the month of February, a total of two hundred twelve (212) work orders were issued for Operations Division. Works included: electrical repairs and maintenance; automotive repairs and maintenance including power generator maintenance; water meter installation and replacement; service lateral installations; leak repairs; well, tank site and PRV maintenance; replace damaged meter boxes; repair defective meters; replace damaged or leaking hydrant; door-to-door customer notifications for tie-ins of new lines to existing lines as well as notifications regarding scheduled repairs; callouts due to customer complaints/reports; meter replacement requests; contractor's requests for markings.

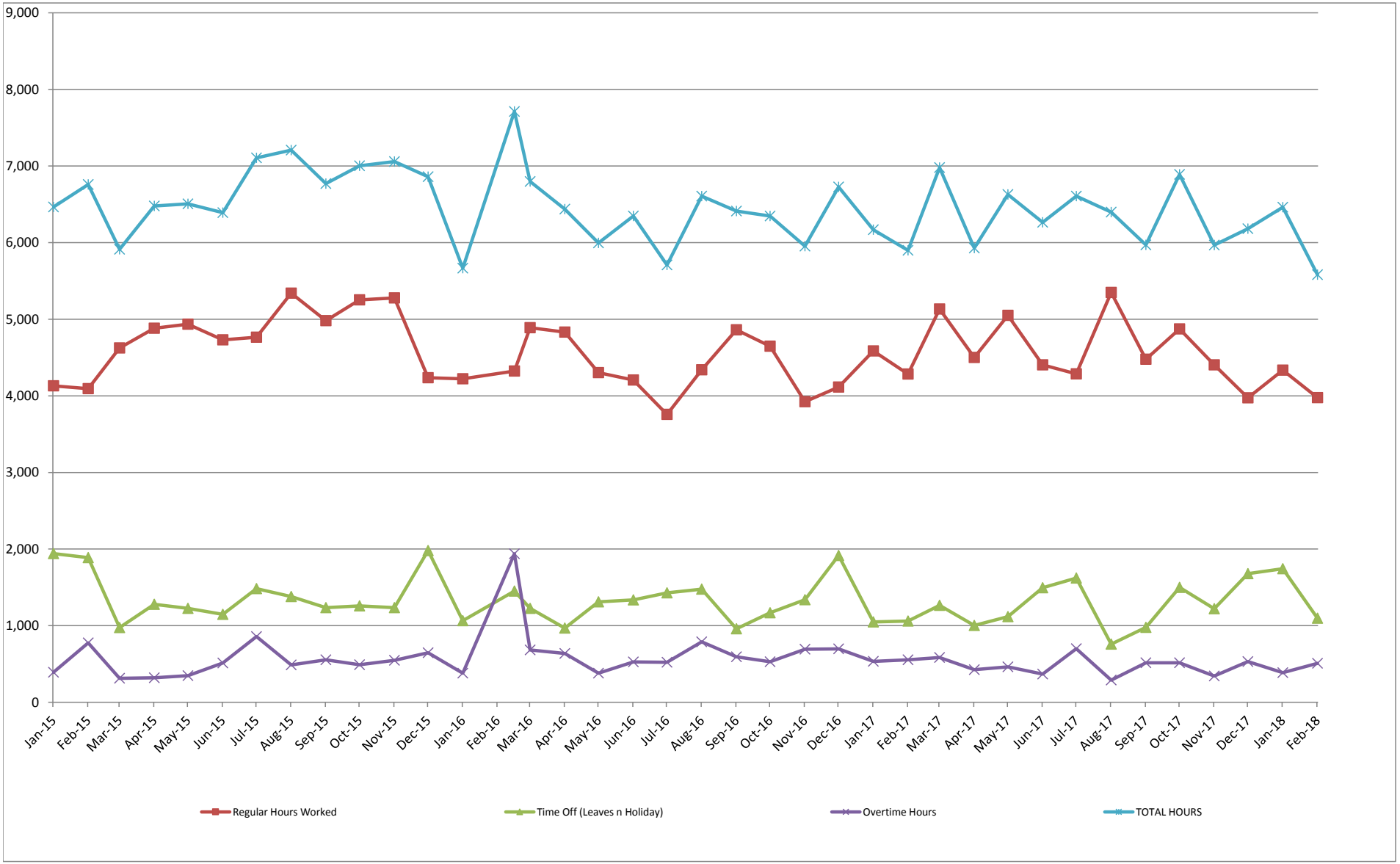
- For the month of February 2018, fifty five (55) Hawaii One Call requests for markings were received. Also, 68 meters were replaced, repaired, and installed.

VPR/ein

Attachments: Overtime Chart
Leak Report Chart
Produced/Billed Chart

Mgrrp/March 2018/Operations Divison Report for the Month of February 2018 (03-23-18):ein

County Of Kauai **- DEPARTMENT OF WATER**
Operations Division: Plant & Field
Total Hours for the Month
For the Period: January, 2015 to February, 2018



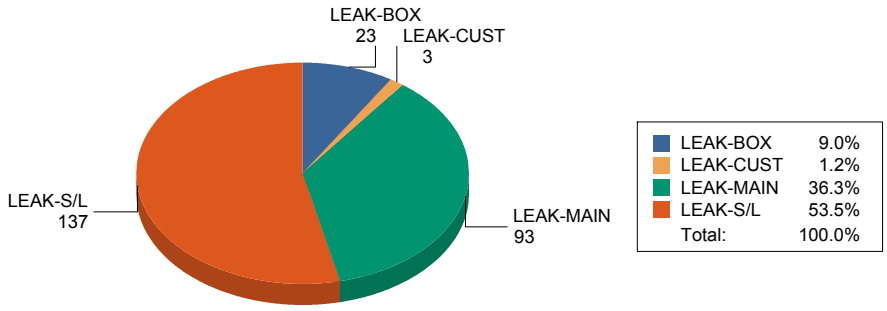
13-Mar-2018

Work Orders by Job Reason Code for Selected Date Range

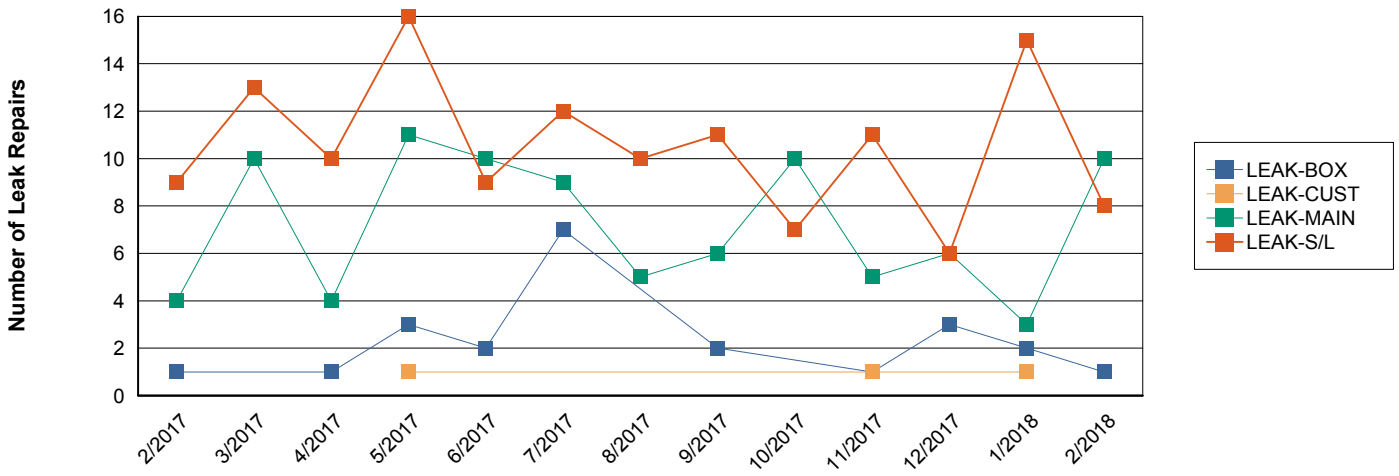
02/01/2017 **to** 02/28/2018

# of W/O's	Job Reason Code	Description
23	**LEAK-BOX**	Meter Box Leak Repair
3	**LEAK-CUST**	Customer-Side Leak Repair
93	**LEAK-MAIN**	Mainline Leak Repair
137	**LEAK-S/L**	Service Lateral Leak Repair

Work Orders by Job Reason Code



Number of Leak Repairs per Month



DEPARTMENT OF WATER

County of Kaua'i

"Water has no Substitute – Conserve It!"

MANAGER'S UPDATE

March 23, 2018

Pursuant to Board Policy No. 3

CONTRACTS AWARDED/EXTENSION/AMENDMENTS:

(1) TEMPORARY DOWNGRADING OF WATER PLANT OPERATOR I POSITION NUMBER 2414 TO ASSISTANT WATER PLANT OPERATOR IN THE AMOUNT OF $28,074.00

FUNDING:

Funds for requested position is 50% funded in the approved budget for Fiscal Year 2017-2018		
Water Plant Operator I		$28,074.00

BACKGROUND:

Due to promotion to Working Supervisor level, a Water Plant Operator I position has remained vacant since May 16, 2013. Currently, the Department has one (1) Water Plant Operator II, three (3) Water Plant Operator I including one (1) vacancy, and one (1) Assistant Water Plant Operator. The Water Plant Operators I and II are required to have Distribution System Operator (DSO) Grade 3 licenses as well as Water Treatment Plant Operator (WTPO) Grade 1 licenses.

For over four (4) years, the Department has been recruiting to fill the vacant position. We were informed by County Human Resources that although there were applicants, none have qualified.

The Water Plant Operators are responsible for the 24 hour-a-day, 7 day-a-week operation and maintenance of the Department's remote source, transmission, and storage facilities. The plant operators independently operates, maintains, replaces, repairs equipment at the deepwell and booster pumping stations, water treatment facilities, control valve stations, storage tanks, and water source facilities to provide continuous potable water supply in compliance with the requirements of the Safe Drinking Water Act.

The plant operators operate the SCADA system from remote facilities, the Lihue baseyard, or from a home computer with internet connection. They monitor, maintain, repair, replace, and adjust chemical equipment to ensure proper disinfection dosages in compliance with all drinking water rules and regulations.

In addition, Water Plant Operators also investigates and remedies customer complaints including but not limited to those relating to water quality, water pressure, appearance of water facilities, and turbidity. Such positions require intricate knowledge of the island-wide water systems. Knowledge acquired through hands-on training and experience of the Departments water systems and facilities will aid them in the qualification for further advancement.

The Assistant Water Plant Operator position is expected to be the stepping stone to becoming a Water Plant Operator. The Department's three (3) water plant operators have an average years of service of

approximately 25 years and all are nearing or at retirement eligibility age. The temporary downgrading of the water plant operator 1 position will allow the Department to train more personnel to ensure smooth transition in the event of mass retirement. Once personnel is properly trained and qualified to be a water plant operator, the Assistant Water Plant Operator can be reallocated back to the original classification and title.

(2) 2ND YEAR AUDIT FOR CONTRACT NO. 638, ANNUAL AUDIT FOR THE 2ND FISCAL YEAR (FY) ENDING JUNE 30, 2018 IN THE AMOUNT OF $86,800.00

FUNDING:

Account No. 10-31-10-540-020 WU/Acctg/Admin/Accounting&Auditing

FY 2018: Account WU/Acctg/Admin/Accounting&Auditing		
Account No. 10-31-10-540-020		$100,000.00
Contract No. 638: Accuity, LLP	$84,600.00	
5% Contingency	$4,230.00	
Total Funds Certified	$88,830.00	
2nd Year Audit:		
Annual Audit for the 2nd Fiscal Year (FY) Ending 6/30/18	$86,800.00	
Total for 2nd Year Audit	$86,800.00	
Balance Available from 1st Year (2017) Audit (w/contingency)	$22,930.00	
Funds Requested for 2nd Year Audit	$63,870.00	($63,870.00)
Total Fund Balance for Acct No. 10-31-10-540-020		$36,130.00

BACKGROUND:

The DOW entered into Contract No. 638, a multi-year contract, with Accuity, LLP to conduct the financial audit of the Department's financial statements for fiscal years ending June 30, 2017, June 30, 2018, June 30, 2019, June 30, 2020 and June 30, 2021 based on the following proposed fees:

Fiscal Year	Recurring Audit	Single Audit	Total Proposed Fees
2017	$65,900	$18,700	$84,600
2018	**$67,900**	**$18,900**	**$86,800**
2019	$69,900	$19,000	$88,900
2020	$72,000	$19,600	$91,600
2021	$74,100	$19,700	$93,800

These fees include normal out-of-pocket expenses and are inclusive of Hawaii general excise taxes. The above fee represents the all-inclusive amount that will be charged for the financial and single audits for each year.

We have reviewed the breakdown of the estimated hours, rate of pay and out-of-pocket costs shown by Accuity, LLP. We find the fees to be reasonable and are commensurate with the level of experience and effort required to complete the 2nd year audit engagement.

(3) 1ST AMENDMENT TO KAI HAWAI'I, INC. FOR CONTRACT NO. 639 FOR JOB NO. 17-10, WP2020 NO. KW-07 REHABILITATE PAUA VALLEY TANK #1, 0.5 MG CONCRETE IN THE AMOUNT OF $68,795.00

FUNDING:

WU Fund Account No. 10-20-00-604-000 **Budget:$450,800.00**

Contract No 639: KAI Hawai'i, Inc. (executed June 23, 2017) (Capital Outlay – R&R: 10-20-00-604-001)	$76,465.52	
(Professional Services: 10-20-10-540-010)	$17,160.00	
Contract Total Amount	$93,625.52	
5% Contingency (Acct No. 10-20-604-001)	$4,682.00	
Total Funds Certified	$98,307.52	
First Amendment:		
Additional Design Services for Requirements from HEER and EPA	$68,795.00	
Total for First Amendment	$68,795.00	
5% Contingency Available	$4,682.00	
Funds Requested for First Amendment	$64,113.000	
Intra-Fund Transfer: From Account 10-20-00-604-009	<$64,113.00>	
To Account 10-20-00-604-001		$64,113.00
New Contract Amount for Contract No. 639		**$162,420.52**

BACKGROUND:

The DOW started Job No. 17-10, WP2020 Project No. KW-07 Rehabilitate Paua Valley Tank #1, 0.5MG Concrete to address the aging tank located in Kekaha and to perform repairs, including fixing a leak located at the base of the tank. As part of the project, DOW performed hazardous material surveys to ensure proper disposal of any material intended to be removed. Results of the hazardous material survey identified the presence of Polychlorinated biphenyls (PCBs) within the interior liner of the tank, which required the shutdown of the tank and the involvement of the Department of Health Hazard Evaluation and Emergency Response Office (HEER) and the Environmental Protection Agency (EPA) to provide direction of proper removal and disposal of the PCBs.

After discussions with HEER and EPA, specifications will need to be provided for proper removal and disposal of the interior liner of the tank. Additionally, the soils of the drainage ditch, where the tank discharges overflow or washout water to, will need to be tested for the presences of PCBs.

The proposed amendment and additional funding are necessary to provide additional design services to complete the unanticipated requirements from HEER and EPA due to the discovery of PCBs at the Paua Valley Tank. We have reviewed the proposal from KAI Hawaii, Inc. for additional engineering services for the work and the additional fee of $68,795.00 and find it acceptable. The $68,795.00 will be obtained from contingency funds for the project and additional funds from the intra-fund transfer. The additional funding for the work will be transferred from the water utility (WU) capital outlay budget for the Hanapepe Stream Crossing Repair project as it is not anticipated to be started this year as originally planned.

(4) #GS-2018-3, CONTRACT NO. 652 AWARDED TO OASIS WATER SYSTEMS, INC. FOR THE FURNISHING AND DELIVERY OF CENTRIFUGAL BOOSTER PUMPS AND APPURTENANCES IN THE AMOUNT OF $13,199.00

FUNDING:

Account No. 10-40-50-560-000 WU/Ops/P & P/Repairs & Maintenance /Water System

Acct No.: 10-40-50-560-000 Funds Available		$44,420.48
Contract No. 652: Oasis Water Systems, Inc.	$13,199.00	
Total Funds Requested	$13,199.00	($13,199.00)
Total Fund Balance for Acct No. 10-40-50-560-000		$31,221.48

BACKGROUND:

Solicitation #GS-2018-3 for the Furnishing and Delivery of Centrifugal Booster Pumps and Appurtenances was posted and bids were opened on December 12, 2017. The bids per item of the sole bidder, Oasis Water Systems, Inc. was evaluated and the alternative parts were found to be equal and the bid prices for items 3 (flowmeter) and 4 (gate valves) were found to be fair and reasonable.

Bids for Item 1- Pump Control Valves, Item 2- Centrifugal Booster Pumps, Items 5 & 6 – Switches, were found to be high thus were not awarded and will be purchased at a significantly lower price from another vendor.

(5) CONTRACT NO. 653 AWARDED TO KAI HAWAI'I, INC. FOR AS NEEDED STRUCTURAL ENGINEERING INSPECTION SERVICES IN THE AMOUNT OF $50,000.00

FUNDING:

Account No. 10-21-10-540-010, WU-CNS-ADMIN- PROFESSIONAL SERVICES-GENERAL

Account No. 10-21-10-540-010, Fund Available		$ 50,000.00
Contract No. 653: KAI Hawaii, Inc. (NTE)	50,000.00	
Total Funds Required	$ 50,000.00	($ 50,000.00)
Total Funds Remaining, Account No. 10-21-10-540-010, WU-CNS-ADMIN- PROFESSIONAL SERVICES-GENERAL		$ 0.00

BACKGROUND:

The DOW, in order to upgrade its water facilities, needs to retain structural engineering inspection support for DOW funded projects where licensed structural engineering expertise is required since current staff are licensed civil engineers, not structural. The As-Needed Structural Engineering Inspection Services contract will supplement construction management operations at the DOW for upcoming projects such as tanks and any other facility that requires a licensed structural engineer per code requirements of the owner (DOW).

We reviewed KAI Hawaii Inc. rates for the work and find it acceptable.

WAIVER RELEASE & INDEMNITY APPLICATIONS:

Applicant	TMK Location & Building permit	Performance Bond Amount
NONE		

STAFF REPORTS - FY 17-18:

CONSTRUCT KAPAIA CANE HAUL RD. 18" WATER LINE:

- Final plans are being routed for signature the week of 3/19-3/23. Construction solicitation documents being finalized, anticipate advertising for construction the first week of April.
- Use & Occupancy Agreement (UOA) – Request to State was approved for waiver of executed UOA prior to start of construction. DOW can now proceed with construction while finalizing the UOA & exhibits with the State for up to 1 year after the start of construction.
- Environmental Assessment (EA) – Draft EA was submitted 1/25/18 and published on the Office of Environmental Quality's (OEQC) website on 2/8/18. The 30-day Public comment period ended on 3/12/18. All comments were addressed and the FEA was submitted to OEQC by the 3/13 deadline. The FEA will be published online on 3/23/18.
- The DOW is currently targeting execution of construction contract no later than June 30, 2018 to utilize State funding appropriated for the project.

PERSONNEL MATTERS

March 14, 2018

RECRUITMENT AND POSITION ACTIONS

Administration

1. Information Specialist I #2499. As of 3/12/2018, awaiting list of eligibles from the Department of Human Resources (DHR).
2. Departmental Contracts Officer #2497. As of 3/12/2018, pending job announcement by DHR.

Construction Management Division

1. Civil Engineer III #2351. As of 3/12/2018, working with DHR on filling the vacancy.
2. Civil Engineer V #2355. As of 3/12/2018, received eligibles list from DHR.
3. Waterworks Inspector I #2357. As of 3/12/2018, working with DHR on filling vacancy.

Fiscal Division

1. Accountant II #2448. As of 3/12/2018, working with DHR to finalize the selection.
2. Account Clerk #2463.Position started 3/1/2018.
3. Customer Service Representative I #2305. As of 3/12/2018, awaiting list of eligibles from the DHR.
4. Customer Service Representative I #NEW. As of 3/12/2018, DHR reviewing classification request.

Operations Division

1. Equipment Operator II #2402. As of 3/12/2018, DHR reviewing position description.
2. Pipefitter Helper #2454. As of 3/12/2018, received eligibles list from DHR.

3. Water Plants Superintendent #2490. As of 3/12/2018, working with DHR to finalize the selection.
4. Water Plant Operator I #2414. As of 3/12/2018, pending eligibles list from DHR.
5. Water Service Supervisor #2416. As of 3/12/2018, submitted request to recruit to DHR.

Recent Hires, Separations and Position Changes:

1. Account Clerk #2463. Start date 3/1/2018.

Pursuant to Board Policy No. 24

CONVEYANCE OF WATER FACILITIES $114,933.64

3/23/2018	County of Kaua'i (Kaua'i Philippine Cultural Center)	3-3-003:043	Līhu'e	$ 19,581.00
3/23/2018	County of Kaua'i (Hardy Street Improvements)	N/A	Līhu'e	$ 64,221.64
3/23/2018	Elesther Calipjo	3-6-003:066	Līhu'e	$ 31,131.00

CUSTOMER CARE AND BILLING (CC&B) SYSTEM *UPDATE*:

No update

I.T. STRATEGIC PLAN *UPDATE*:

March 14, 2018

IT Plan Task 3: Project Management and Document Imaging:

Project Management:
We executed a contract for a Project Management System with PMWeb and vendor came down to do a Discovery Session with staff.

We are in the beginning stages of implementation and having weekly meetings with PMWeb.

Document Imaging:
In the area of document imaging, IT completed exporting all the images from the Stellent Document Imaging System and is converting all the images so that they may be uploaded into the SharePoint system. IT completed the SharePoint upload and is working on a sort/filter feature.

On-going:
IT completed the upgrade to SharePoint 2016 at the end of October 2017 and provided a demo/training and documentation to WRP on November 3, 2017.

IT has not been notified of any issues.

IT is currently configuring and testing the Fiscal portal that was migrated from Document Imaging to SharePoint 2016.

- All documents have been migrated and currently testing.

IT Task 4: Develop Web based GIS Viewer and Map Layers:
Mapping for the following water systems are completed and have been released to the GIS users.

Anahola / ʻAnini / Hāʼena-Wainiha / Hanalei / Hanapēpē/Eleele / Kalāheo-Kōloa / Kīlauea / Kalāheo-Kōloa (partial) / Līhu'e-Kapaʻa (partial)

IT is currently working on the Kōloa-Po'ipū area (Kalāheo-Kōloa water system) and it is near completion of getting all gps points.

The GIS Model is about 70% completed.

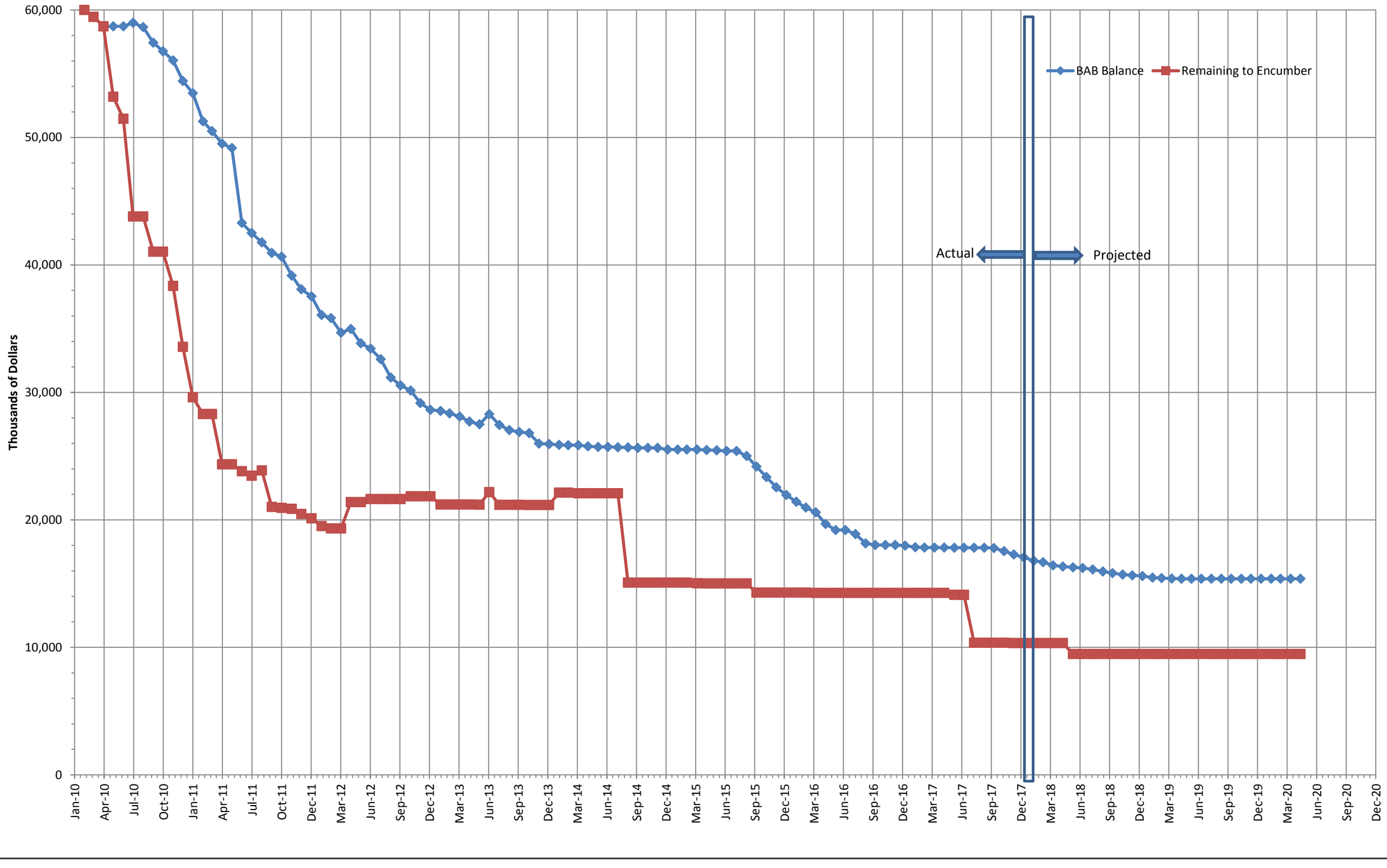
IT is waiting for the as-built drawings for the Puhi- Līhu'e-Hanamā'ulu area (Līhu'e to Kapa‘a water system) to finalize the system.

IT Task 10: Upgrade IT Infrastructure:
The DOW Phone System was upgraded and configured in mid-November 2017.

Miscellaneous:
Working on purchasing Adobe for the Department
Working on purchasing VariDesk (adjustable height standing desk) for the Department
Sent out a request for a Statement of Qualifications to update our I.T. Strategic Plan
Working on procuring an E-Procurement System for the Department

Attachments: 2010 BAB Spend Down Report as of February 2018

MJA/ein

Mgrrp/Manager's Update (03-23-18):mja

2010 Bond Encumbrance and Spend Down Status (Dollars)