

## BOARD OF WATER SUPPLY, COUNTY OF KAUAI

On March 16, 2020, Governor David Y. Ige issued a Supplementary Emergency Proclamation related to COVID-19 which suspended Chapter 92 of the Hawai'i Revised Statutes ("HRS"), relating to Public Agency Meetings and Records (commonly referred to as the Sunshine Law) to the extent necessary in order to enable boards to conduct business in-person or through remote technology without holding meetings open to the public. Boards shall consider reasonable measures to allow public participation consistent with social distancing practices, such as providing notice of meetings, allowing the submission of written testimony on items which have been posted on an agenda, live streaming of meetings, and posting minutes of meetings online. No board deliberation or action shall be invalid, if such measures are not taken.

In accordance with the Governor's Proclamations including the stay-at-home order and the Mayor's Proclamations and Emergency Rules, the Board of Water Supply meetings will be conducted as follows until further notice:

- Board meetings will be held via remote technology to be consistent with social distancing practices and stay-at-home orders.
- Board members and/or resource individuals may appear via remote technology.
- Board meetings will continue to be noticed pursuant to HRS Chapter 92.
- Written testimony on any agenda item will continue to be accepted.
  - Written testimony may be submitted to Edie Ignacio-Neumiller, the Commission Support Clerk via email at [eineumiller@kauaiwater.org](mailto:eineumiller@kauaiwater.org) by the close of business the day before the Board meeting is scheduled or mailed to the Board of Water Supply at 4398 Pua Loke Street, Lihu'e, Kaua'i, Hawai'i 96766 with attention to the Commission Support Clerk. The public is asked to please provide sufficient time if mailing in public testimony.
  - The Commission Support Clerk will provide electronic copies of public testimony received, if any, to the Board members prior to the start of the meeting.
- Board meeting minutes will continue to comply with HRS Chapter 92 and be posted to the Board's website at [http://www.kauaiwater.org/cp\\_waterboard\\_agendas.asp](http://www.kauaiwater.org/cp_waterboard_agendas.asp).

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For more information on COVID-19 and to access the Governor's Proclamations please visit: <https://hawaiicovid19.com/>.

For County of Kaua'i information, including the Mayor Kawakami's daily updates, Proclamations, and Emergency Rules, please visit: <http://www.kauai.gov/COVID-19>.

BOARD OF WATER SUPPLY of the COUNTY OF KAUAI

REGULAR MEETING

Board Room, Second Floor, Department of Water  
4398 Pua Loke Street, Lihue, Kauai, Hawaii 96766

Friday, April 17, 2020

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 28, 2020
  - Review and Approval of**  
Executive Session – February 28, 2020
- E. CORRESPONDENCE/ANNOUNCEMENTS/PUBLIC TESTIMONY
  - 1. Committee Appointments by 2020 Chair Kurt Akamine for Vice Chair, Rules Committee, and Finance Committee
  - 2. Correspondence from Trinette Kauai, Chair Salary Commission regarding the Request for Chair Kurt Akamine's presence to the Salary Commission April 16<sup>th</sup> Meeting, dated March 13, 2020
- F. BOARD COMMITTEE & PERMITTED INTERACTION GROUP REPORTS
- G. OLD BUSINESS
- H. NEW BUSINESS
  - 1. Manager's Report No. 20-50 - Request Board Approval of Resolution No. 20-06, (4/20) Mahalo and Aloha Board Member, Laurie Ho
  - 2. Draft Budget for Fiscal Year 2020-2021
    - a) Fiscal Year 2020 - 2021 – Draft Operating Budget
    - b) Fiscal Year 2020 - 2021 – Draft Capital Outlay Budget
  - 3. Manager's Report No. 20-51 – Discussion and Possible Action regarding the Agenda Item E(2) communication from the Salary Commission requesting for the Board's opinion on the challenges that the Board is facing while hiring a Manager & Chief Engineer

H. CONSENT CALENDAR

I. STAFF REPORTS MONTHLY

1. Discussion and Receipt of the Kaua'i County Water Department's Statement of Revenues and Expenditures
  - a. February Monthly Summary Budget
  - b. March Monthly Summary Budget – *To be "Received for the Record"*
  - c. Accounts Receivable Aging Summary
2. Discussion and Receipt of the Report by the Information & Education 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. Build America Bond - Quarterly Status – *To be "Received for the Record"*

**QUARTERLY** (*January – March 2020*)

1. Discussion and Receipt of the DOW's Quarterly Project Status Update
  - a. Construction Management Division Status
  - b. Engineering Division Design Status
  - c. Water Resources & Planning Division Status
  - d. Information Technology Update Status

J. EXECUTIVE SESSION

Pursuant to Hawai'i Revised Statutes (HRS) §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 HRS §92-4 and shall be limited to those items described in HRS §92-5(a)

K. TOPICS FOR NEXT BOARD OF WATER SUPPLY MEETING (May 2020)

1. Discussion and Possible Action on the Proposed Board Policy No. 31 to Fund the Net Pension Liability and the Net Other Post Employment Benefit Liability as determined by the Government Accounting Standards Board

L. TOPICS FOR FUTURE BOARD OF WATER SUPPLY MEETINGS

1. Department of Water Performance Audit (Update)
2. Table of Organization Workshop
3. Discussion and Possible Action to establish Fiscal Policies and Procedures
4. Report of the Finance Committee of the Kaua'i County Board of Water Supply, Financial Management Planning and Water Rate Analysis for the Department of Water's FY2020 through FY2024 held on November 4, 2019

M. UPCOMING EVENTS

1. AWWA ACE 20th Conference (June 14-17, 2020, Orlando, Florida)
2. AWWA HWWA & HWEA 6th Annual Joint Conference (TBA)

N. NEXT WATER BOARD MEETING

1. Friday, May 29, 2020, 10:00 a.m.
2. Friday, June 26, 2020, 10:00 a.m.
3. Friday, July 24, 2020, 10:00 a.m.
4. Friday, August 28, 2020, 10:00 a.m.

O. ADJOURNMENT

PUBLIC TESTIMONY

The Board is required to afford all interested persons an opportunity to present testimony on any agenda item. At each Board meeting, the Board will accept oral and written testimony on any agenda item at item E Correspondence/Announcements/Public Testimony.

If any member of the public wishes to submit written testimony, please submit the written testimony to Edie Ignacio-Neumiller, the Commission Support Clerk via email at [eineumiller@kauaiwater.org](mailto:eineumiller@kauaiwater.org) at least two (2) business days prior to the meeting and the Commission Support Clerk will provide copies to the Board members or bring eight (8) copies with you the day of the meeting.

SPECIAL ASSISTANCE

If you need an auxiliary aid/service, other accommodation due to a disability, or an interpreter for non-English speaking persons, please contact Edie Ignacio-Neumiller at (808) 245-5406 or [eineumiller@kauaiwater.org](mailto:eineumiller@kauaiwater.org) as soon as possible. Requests made as early as possible will allow adequate time to fulfill your request. Upon request, this notice is available in alternate formats such as large print, braille, or electronic copy.



# Draft Minutes

MEETING MINUTES  
BOARD OF WATER SUPPLY  
February 28, 2020

The Board of Water Supply, County of Kaua'i, met in regular meeting at the Board Conference Room in Lihu'e on Friday, February 28, 2020. Chair Kurt Akamine called the meeting to order at 10:00 a.m. The following Board members were present:

BOARD: Mr. Kurt Akamine, *Chair*  
Ms. Laurie Ho  
Mr. Lawrence Dill  
Mr. Ka`aina Hull  
Ms. Julie Simonton  
Mr. Jason Kagimoto

EXCUSED: Mr. Elesther Calipjo

Quorum was achieved with 6 members present at Roll Call.

STAFF:

Mr. Bryan Wienand	Mr. Eddie Doi
Mr. Keith Aoki	Mr. Michael Hinazumi
Mrs. Marites Yano	Mr. Carl Arume
Mrs. Mary-jane Akuna	Mr. Chris Nakamura
Mr. Eric Fujikawa	Mr. Daniel Kittredge
Mrs. Jonell Kaohelaulii	Mr. Darrell Acob
Mr. Valentino Reyna	Mr. Jas Banwait
Deputy County Attorney Mahealani Krafft	Mr. Ryan Smith
Mr. Steve Kyono, Advisor to the Board	Mr. Shace Yasutake
Ms. Christine Erorita	Mr. Duane Moriguchi
Mr. Cleve Shigematsu	Mrs. Kahea Kolo
Mr. Rayjerry Silva	Mrs. Analyn Flores
Mr. Elliott Jung	Ms. Tammi Oshiro

GUESTS: Ms. Felicia Cowden, Councilwoman  
Mr. Hall Parrott, Private Citizen  
Erin Tsuda, Grove Farm Company  
Mr. Clyde Kodani, Kodani & Associates Engineers  
Mr. William Eddy, Kodani & Associates Engineers  
Ms. Nancy Learner, Brio Consultant  
Mr. Mark Wehmeyer, Brio Consultant

**C. ACCEPTANCE OF AGENDA**

Ms. Ho reordered the Agenda to move up Agenda Item Nos. H. New Business: Resolution No. 20-03, Manager's Report No. 20-44 and Manager's Report No. 20-45 before Meeting Minutes; seconded by Mr. Dill; with no objections, motion carried with 6 ayes.

**H. NEW BUSINESS**

1. Resolution No. 20-03 – Farewell to Cleve Shigematsu (Retiree), Engineering Drafting Technician III, Water Resources & Planning Division

Chief of Water Resources & Planning Mr. Eddie Doi read Cleve Shigematsu's Resolution before the Board and staff. Cleve thanked the Department for giving him the opportunity to work at the Department of Water (DOW). A photo op followed after the presentation.

Mr. Hull moved to adopt and approve Resolution No. 20-03 – Farewell to Cleve Shigematsu (Retiree), Engineering Drafting Technician III, Water Resources & Planning Division; seconded by Ms. Ho; with no objections, motion carried with 6 ayes.

2. Manager's Report No. 20-44 – Discussion and Adoption of Resolution No. 20-04 (2/20), Employee of the Year, Rayjerry Silva, Operations Division

Chief of Operations read Rayjerry Silva's Resolution. Rayjerry thanked the Department and supporting job; a photo op followed with his supervisor.

Mr. Hull moved to adopt and approve Manager's Report No. 20-44 – Discussion and Adoption of Resolution No. 20-04 (2/20), Employee of the Year, Rayjerry Silva, Operations Division; seconded by Ms. Ho; with no objections, motion carried with 6 ayes.

3. Manager's Report No. 20-45 – Discussion and Adoption of Resolution No. 20-05 (2/20), Employee of the Year, Elliott Jung, Fiscal Division

Waterworks Controller Mrs. Yano read and presented Elliott Jung's Resolution and a photo op with a few of the Fiscal staff. Group photos included the Board members with Cleve Shigematsu, Rayjerry Silva and Elliott Jung.

Mr. Hull moved to adopt and approve Manager's Report No. 20-45 – Discussion and Adoption of Resolution No. 20-05 (2/20), Employee of the Year, Elliott Jung, Fiscal Division; with no objections, motion carried with 6 ayes.

#### **D. MEETING MINUTES**

##### **Review and approval of:**

Regular Board Meeting – January 24, 2020

Ms. Ho moved to approve the Regular Board Meeting minutes of January 24, 2020; seconded by Ms. Simonton; with no objections, motion carried with 6 ayes.

##### **Review and Approval of**

Executive Session Meeting – January 24, 2020

Mr. Hull moved to approve the Executive Session Meeting minutes of January 24, 2020; seconded by Ms. Ho; with no objections, motion carried with 6 ayes.

#### **E. CORRESPONDENCE/ANNOUNCEMENTS/PUBLIC TESTIMONY**

None.

#### **F. BOARD COMMITTEE & PERMITTED INTERACTION GROUP REPORTS**

None.

#### **G. OLD BUSINESS**

1. Manager's Report No. 20-40 - Discussion and Possible Action on Proposed Board Policy No. 31 to Fund the Net Pension Liability and the Net Other Post Employment Benefit Liability as determined by the Government Accounting Standards Board (Update)

Attachment No. 3, Proposed Board Policy 31 was "Received for the Record" and distributed to the Board.

#### **BACKGROUND:**

Waterworks Controller Ms. Yano revised the initial proposed Board Policy 31 draft from the January 24<sup>th</sup> Board meeting on funding unexpected spikes occurring in expenses for pension and retirees' health benefit costs in and obligations. The County of Kauai's (COK) Reserve Fund Policy was revised on March 22, 2017 with a 30% of the County's previous year's General Fund revenues. This was identified in the recent Comprehensive Annual Financial Report (CAFR).

The DOW has two existing reserve funds established by Board Policies 26 and 27: 1) Emergency Reserve Fund (ERF) and 2) Debt Service Reserve Fund (DSRF) with a combined \$9.3M as of June 30, 2019 which is approximately 30% of the DOW's operating revenue.

Mrs. Yano indicated that the proposed Board Policy 31 would combine the two existing Board Policies 26 & 27. In addition to the two reserve funds, the Department would expand the uses of the reserve fund to address the volatility of expenditures and revenue shortfall. Mrs. Yano said the proposed reserve fund uses will be reprioritized by 1) emergency repairs after a Declaration of Emergency by the Governor or by the Board of Water Supply, 2) funding the debt service requirement and 3) funding the reoccurring unfunded mandates or a spike in pensions, health benefit costs, unfunded legal services, legal claims, or uncovered insurance claims deductibles.

**DISCUSSION:**

DCA Krafft clarified according to the current policy, issuance of a Declaration of Emergency by the Governor or the Mayor is required to authorize use of ERF funds. She had not reviewed the proposed Board Policy prior to the Board meeting.

Mr. Dill read the purpose of Board Policy 26: “As authorized by the Manager and Chief Engineer the Department may incur obligations or make expenditures from the ERF for use in the event of an emergency, disaster, or other severe crises without additional Board approval.” He noted in the ERF Requirements No. 6 – Expenditure of ERF funds: “ERF Requirements No. 6 Expenditure of ERF funds; Reporting 1) “In order to expend ERF funds: i.) The Manager and Chief Engineer must make a determination that an emergency, disaster, or severe crisis exists. Where the Governor of the State of Hawai’i or the Mayor of the County of Kaua’i has issued a proclamation pursuant to HRS 127A for which the expenditure of funds is proposed, such a proclamation satisfies the requirements.” Mr. Dill asked DCA Krafft if this implies that the proclamation is necessary for the Manager to make that determination according to the current fund policy. From the three items identified for use of the ERF: 1) emergency response for events causing significant service interruption, 2) funding debt service, and 3) fund non-recurring costs & spikes in pension, the proposed ERF should be structured to provide for a nimble response by the Department for items in the first category. The Manager should be allowed to make the determination without additional Board approval but to require the Manager to report back to the Board at the next meeting. In the proposed Board Policy No. 31 in IV Guidelines No. 2 - “The need to use the DRF must be presented to the Board of Water Supply for approval. The DOW shall request a Special Board Meeting to get approval for the release of funds to be used for the emergency or crisis.”

Ms. Simonton asked what funds were used in the past (percentages)? Mrs. Yano indicated the Department has not tapped into the ERF. Mr. Kagimoto mentioned if there was a water line break, would that be part of an emergency procurement? No was the response from Mrs. Yano. Ms. Simonton asked if the funds were never used in 10 years, would 30% and not 20% if the money has never been used, the percentage could be increased in the future.

Mrs. Yano confirmed she researched the industry standards and American Water Works Association recommendations and implemented the consultant’s recommendations on the ERF and DSF. She reviewed the reserve funds separately and compared the Department to the County, total funds established is in alignment with the County’s 30%.

Chair Akamine referenced the revised Board Policy on IV Guidelines, 3c to address the cost of pensions on the unrestricted funds. Mrs. Yano said that revision was addressed on the initial proposal at the January Board meeting.

**First Motion:**

Mr. Dill deferred Manager’s Report No. 20-40 to the March Board meeting to request the Department to modify the policy to allow the Manager to access the Emergency Reserve Fund (ERF) under the guidelines in Paragraph 3a only. Paragraph 3b & 3c will require preliminary approval by the Board. Items 3a can be brought to the Board at the next meeting and to request legal review of the policy; seconded by Ms. Ho; with no objections, motion carried with 6 ayes.

**Second Motion:**

Mr. Hull moved for the Finance Committee to analyze the unreserved monies incorporated into the Water Rate Study and the priorities of the Department; seconded by Mr. Kagimoto; with no objections, motion carried with 6 ayes.

Mr. Hull indicated that the Finance Committee's first priority is to look at *existing* priorities set for the Department's capital improvements and the Water Rate Study. Other opportunities may be discussed if there are additional monies.

Mrs. Yano was commended for the Fiscal efforts that are being considered on the proposed Board Policy.

2. Manager's Report No. 20-41 - Discussion and Possible Action to approve funding for the Waiahi Surface Water Treatment Plant per the Water Treatment and Delivery Agreement in the amount of \$2,821,347.00 (Update)

### **BACKGROUND:**

Mr. Bryan Wienand clarified and adjusted the Construction Cost table as requested by the Board from the January meeting (Attachment 3). Added to the table: Unit Cost, Units, Total cost for each month and the corresponding 1/3 Grove Farm's cost and 2/3 Board of Water Supply's cost, per the agreement. Total amount remains identical.

Proposed billing and invoicing procedures are as follows:

1. DOW recommended that the Board approve funding in the amount of \$2,821,347.00 as a maximum, not-to-exceed amount for the DOW's 2/3 cost share per the Water Treatment and Delivery Agreement.
2. The DOW will periodically send DOW Construction Management (CM) staff to the job site during construction to inspect and verify the work being done. Grove Farm owns the site with the intent that the DOW would own the site in the future.
3. Waiahi Water Company will submit invoices and supporting documents to the DOW based on the bid items applicable exclusively to Section 12.e of the Water Treatment and Delivery Agreement (i.e. items which the BWS pays the 2/3 cost share). These items are identified in Attachment 3.

The DOW will review and approve the invoices for the project but will only be authorized to approve project spending for applicable items up to the not-to-exceed amount of \$2,821,347.00. Any additional costs would be brought back to the Board with the same cost share.

Mr. Wienand also updated that the DOW would present a check to Waiahi Water Company "within 15 calendar days," "not 10 business days of the receipt of the invoice. Grove Farm's loan has 30 days to make payment. The amount requested is a multi-term amount to be carried into the next fiscal year (FY). Recommendation is for Option 1 to approve funding for \$2,821,347.00.

### **DISCUSSION:**

Mr. Hull asked what if one of the invoices comes back higher than projected on the estimates? Mr. Wienand explained there would be mutual agreements on discrepancies. Membranes would come up April/May and the Boards approval at this meeting would be at the end of the calendar year. He said if a lump sum bid comes in, the Department would know if the specific amount is different. If the bid comes in low, invoice would be at that amount. The Department would deal with increased costs. Costs need to be flexible with the line items up to the cap.

Phase 1 Membranes - were ordered by Grove Farm and will be done by Aqua Engineers contracted with Grove Farm. Phase II will go out to bid for a general contractor. Ms. Simonton commented if the bids come back more than 5% or 10%, the Department could review the plans to keep costs in line within the Departments purview. Mr. Wienand said the Department's process on projects is to request a contingency with a contractor. In the Agreement, Section 12 states that bids would be mutually agreed upon for capital improvements. If the bid is awarded, it is not addressed in the agreement. Chair Akamine inquired if the Department could be involved in the bidding? DCA Krafft commented that it would be Grove Farm's risk on a contract price and if it qualified with Section 12e of the agreement.

Civil Engineer Mr. Keith Aoki brought up the asterisk (\*) at the end of the funding chart (\*this amount will be provided following board action on Manager's Report No. 20-40.) Mr. Wienand clarified that the asterisk was intended to allow flexibility on how to handle a multi-term approval for FY2020 and into next FY2021 for transparency but was not relevant. Mr. Hull clarified that the funding source is not the \$26M that was mentioned last month and not a contingency. Other discussions included that line items should show the under or overages and it was suggested that CM provide the updated report with Mr. Wienand as back up on the report.

The scope needs to match what the Department is presenting when working with Grove Farm to the Board and a monthly report that matches the line items in the actual 2004 contract. Mr. Eddy with Kodani & Associates Engineers agreed to have the bid form detailed so that it is not a lump sum bid. Funds are from the Water Utility Fund that addresses the asterisk and there are adequate funds without accessing the current restricted funds.

Mr. Dill moved to approve Manager's Report No. 20-41 - Discussion and Possible Action to approve funding for the Waiahi Surface Water Treatment Plant per the Water Treatment and Delivery Agreement in the amount of \$2,821,347.00 (Update) and 1) a request to the Department to provide a monthly update on status of payments on the contract in sufficient detail to confirm that billing is proceeding in accordance with the Board's approval of the project budget, and 2) that payments should be made to Grove Farm within 15 business days upon submittal of an appropriate invoice; seconded by Ms. Ho; with no objections, motion carried with 6 ayes.

3. Manager's Report No. 20-42 – Discussion and Possible Action to transfer funds from the Professional Services Budget to the Operating Capital Outlay Budget in the amount of \$62,618.73 (Update)

### **BACKGROUND:**

Chief of Operations Mr. Reyna updated and included excerpts from the spatial study. Four columns are identified for Office Spaces Section, Current Area, 2020 Idealized Area (spatial study) & Percent Space Currently Provided. Shared units will include a small meeting room, corridors and walkways and will accommodate 10 staff. Operations proposed to construct the office space and relocate some of the work stations to the old Board Room. Mr. Reyna recommended a fund transfer for planning and building permits.

### **DISCUSSION:**

Additional costs will be part of Operation's budget for next FY:

\$75,000 – Office improvements, construction materials, HVAC, some fixtures, some upgrades on workstations. Mr. Dill indicated support of the request in concept, but requested an estimated total cost of the construction for budget approval on the following:

1. Line items for communication lines & telephone lines
2. Include an estimated cost of construction and all line items
3. Show existing floor plan and proposed floor plan
4. HVAC & vents (will be contracted out)
5. Partitions (main cost)
6. Doors (main cost)
7. Labor costs for a/c and ventilation

Mr. Reyna explained that the previous proposal for the old Board Room is temporary, long term or potential to relocate to another building. Delays would be on the building permits, construction, the expansion move, and the hiring a clerk with no work space. Firm numbers could be done with the consultant on their design, materials and labor costs.

Ms. Simonton moved to approve Manager's Report No. 20-42 – Discussion and Possible Action to transfer funds from the Professional Services Budget to the Operating Capital Outlay Budget in the amount of \$62,618.73 (Update) for planning and permits; seconded by Mr. Kagimoto; with no objections, motion carried with 5 ayes, and 1 No (LD)

### **H. NEW BUSINESS (cont'd)**

4. Manager's Report No. 20-46 - Discussion and Possible Action to Request Board Approval for the Indemnification provision in the Software Licensing Agreement between the Board of Water Supply, County of Kaua'i, and Seiko Epson Corporation

Mr. Dill moved to approve Manager's Report No. 20-46 - Discussion and Possible Action to Request Board Approval for the Indemnification provision in the Software Licensing Agreement between the Board of Water Supply, County of Kaua'i, and Seiko Epson Corporation; seconded by Ms. Ho; with no objections, motion carried with 6 ayes.



5. Manager's Report No. 20-47 - Discussion and Possible Action to Request Board Approval for the Indemnification provision in the Honeywell Software End-User Licensing Agreement between the Board of Water Supply, County of Kaua'i, and Honeywell

Mr. Dill moved to approve Manager's Report No. 20-47 - Discussion and Possible Action to Request Board Approval for the Indemnification provision in the Honeywell Software End-User Licensing Agreement between the Board of Water Supply, County of Kaua'i, and Honeywell; seconded by Ms. Ho; with no objections, motion carried with 6 ayes.

6. Manager's Report No. 20-48 - Discussion and Possible Action to extend the I.T. Support Services with Brio Consulting, LLC until June 30, 2020 for an additional amount of \$144,000.00

**BACKGROUND:**

Waterworks Controller Mrs. Yano commented that IT was two vacant positions which the Department is currently recruiting. The Brio contract in October 2019 provided on-site professional services and assisted with the backlog of work while two IT staff were on leave. This contracted ends March 15, 2020. Hiring of the two IT positions is unknown at this time. Mrs. Yano recommended to approve the amended contract (Task 1) for the extension for on-site professional services until June 30, 2020 in the amount of \$144,000.00.

**DISCUSSION:**

Mr. Hull asked what are the barriers in getting the positions filled? Compensation? Chair Akamine is in contact with Department of Human Resources (DHR) with applications and will proceed to move the IT Manager position forward with DHR.

Mr. Dill moved to approve Manager's Report No. 20-48 - Discussion and Possible Action to extend the I.T. Support Services with Brio Consulting, LLC until June 30, 2020 for an additional amount of \$144,000.00; seconded by Mr. Kagimoto; with no objections, motion carried with 6 ayes.

7. Chairperson's Report No. 20-49 – Discussion and Possible Action to delegate the authority to the Board Chair to assign tasks to Mr. Steven Kyono, Advisor

**BACKGROUND:**

Chair Akamine indicated that Mr. Kyono has served on the Board as an emergency hire in the past and holds a current Hawaii Professional Engineer license. He also serves on the National Council of Examiners for Engineering and Surveying (NCEES). Chair asked the Board to delegate authority to the Acting Manager/Board Chair and Mr. Kyono would provide Monthly Reports to the Board.

Mr. Hull moved to approve Chairperson's Report No. 20-49 – Discussion and Possible Action to delegate the authority to the Board Chair to assign tasks to Mr. Steven Kyono, Advisor; seconded by Ms. Ho; with no objections, motion carried with 6 ayes.

**I. CONSENT CALENDAR**

None.

**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
  - b. Accounts Receivable Aging Summary

**BACKGROUND:**

Waterworks Controller, Mrs. Yano pointed out a correction on Page 75 of the Fiscal Report which should read as of "January 31, 2020," instead of December 2019.

**DISCUSSION:**

Mr. Dill pointed out positive variances and asked if expenses are less than projected? Will these items be closer to projected by the end of the year? Mrs. Yano indicated there would be variances. Training and Travel expenses

are 53% - travel occurs mostly in May and June for national conferences. Debt service had a 2% variance that was divided by 12 months.

Ms. Simonton noticed there was \$20M less on capital projects which did not move forward on the projects. Mrs. Yano indicated there are circumstances in holding up some projects.

Received for the Record

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

**BACKGROUND:**

Information & Education Specialist Mrs. Kaohelaulii highlighted the following:

1. Coordinated the 2020 outreach education & events calendar. March 16<sup>th</sup> - 20<sup>th</sup> is the annual DOW Fix a Leak Week in partnership with Environment Protection Agency Water Sense Program. Leak detection kits will be expanded in three districts (Waimea, Lihu'e DOW office & Kīlauea sites).

Received for the Record

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

**BACKGROUND:**

Chief of Operations Mr. Reyna highlighted the following:

1. Darren Lizama, Water Service Supervisor was commended for his quick customer service recently by a customer who was impressed to get their leak answer within a few minutes of their call.
2. Three hydrants were hit; an average of 3 hydrants hits per month on County roads.

Received for the Record

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

Received for the Record

**L. TOPICS FOR NEXT BOARD OF WATER SUPPLY MEETING (March 2020)**

1. Resolution Mahalo and Aloha Board Member, Laurie Ho
2. Appointment by Chair Kurt Akamine for Vice Chair effective April 1, 2020
3. Draft Budget for Fiscal Year 2020 -2021 a) Operating; b) Capital
4. Manager's Report No. 20-40 - Discussion and Possible Action on Proposed Board Policy No. 31 to Fund the Net Pension Liability and the Net Other Post Employment Benefit Liability as determined by the Government Accounting Standards Board (Update)

**M. TOPICS FOR FUTURE BOARD OF WATER SUPPLY MEETINGS**

1. Department of Water Performance Audit (Update)

**DISCUSSION:**

Ms. Ho questioned if a Department's performance audit would assist the Board's fiduciary responsibilities? She added that this has been put off for a long time. Chair Akamine said there could be a possible resolution regarding this matter from the County Council. The Board could consider this in the future.

2. Table of Organization Workshop
3. Discussion and Possible Action to establish Fiscal Policies and Procedures
4. Report of the Finance Committee of the Kaua'i County Board of Water Supply, Financial Management Planning and Water Rate Analysis for the Department of Water's FY2020 through FY2024 held on November 4, 2019



**N. UPCOMING EVENTS**

1. Tuesday, March 31, 2020, 5:00 p.m. – Public Hearing for Proposed Amendments to the Rules and Regulations Part 5 related to Facilities Reserve Charge Section III, Applicability for Guest House with Kitchen and Additional Rental Units
2. AWWA ACE 20th Conference (June 14-17, 2020, Orlando, Florida)
3. AWWA HWWA & HWEA 6th Annual Joint Conference (TBA)

**O. NEXT WATER BOARD MEETING**

1. Friday, March 27, 2020, 10:00 a.m.
2. Friday, April 17, 2020, 10:00 a.m.
3. Friday, May 29, 2020, 10:00 a.m.
4. Friday, June 26, 2020, 10:00 a.m.

Chair called for a short recess at 11:51 a.m.

Chair called the meeting back to order at 11:52 a.m.

At 11:52 a.m., Ms. Ho read the following Executive Session language.

Mr. Hull moved to invite Mr. Steve Kyono, Advisor to the Board to attend the Executive meeting; seconded by Ms. Ho; with no objections, motion carried with 6 ayes.

**K. EXECUTIVE SESSION**

Pursuant to Hawai'i Revised Statutes (HRS) §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 HRS §92-4 and shall be limited to those items described in HRS §92-5(a).

Chair called the meeting back to order at 12:06 p.m.; with no objections.

**P. ADJOURNMENT**

The Regular Board meeting adjourned at 12:06 p.m.; with no objections.

Respectfully submitted,

Approved,

Edith Ignacio Neumiller  
Commission Support Clerk

Elesther Calipjo  
Secretary, Board of Water Supply

# **Correspondence & Announcements**

# DEPARTMENT OF WATER

County of Kaua'i

*"Water has no Substitute – Conserve It!"*

## Board of Water Supply

### Officers and Committee Members for 2020

(Effective January 1, 2020)

<u>2019</u>			<u>2020</u>
Current Officers – Board of Water Supply:		<b>2020 Officers:</b>	
Chair	Thomas Canute	Chair:	<u>Kurt Akamine</u>
Vice-Chair	Laurie Ho	<b>Vice-Chair:</b>	<b>Effective: 4-17-2020</b>
Secretary	Ka`aina Hull	Secretary:	<u>Elesther Calipjo</u>
Rules Committee:			
Chair	Ka`aina Jull	Chair:	<u>Ka`aina Hull</u>
Member	Kurt Akamine	Member:	<u>Julie Simonton</u>
Member	Laurie Ho	<b>Member:</b>	<b>Effective: 4-17-2020</b>
Finance Committee:			
Chair	Lawrence Dill	Chair:	<u>Lawrence Dill</u>
Member	Ka`aina Hull	Member:	<u>Ka`aina Hull</u>
Member	Elesther Calipjo	Member:	<u>Elesther Calipjo</u>
Committee of the Whole:			
	All Board Members	Chair:	<u>Kurt Akamine</u>

Trinette Kaui  
Chair

Kenneth Rainforth  
Vice Chair



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DEPARTMENT OF WATER  
COUNTY OF KAUAI

Members:  
Robert Crowell  
Leland Kahawai  
Patrick Ono

Kaua'i Salary Commission  
County of Kauai  
4444 Rice Street, Suite 150  
Līhu'e, Kaua'i, Hawai'i 96766

March 13, 2020

Mr. Kurt Akamine, Chair Board of Water Supply  
And Members  
4398 Pua Loke Street  
Līhu'e, Kaua'i, Hawai'i 96766

Re: Request for your presence to the Salary Commission April 16, meeting

Dear Chair Akamine,

The Salary Commission would like to invite you or a representative to attend our next meeting on Thursday, April 16, 2020 at 9:00 a.m. at the Mō'ikeha Building, Meeting Room 2A/2B. The Commission would like the Board to provide insight on obstacles the Board has faced in filling the position of Water Manager with the most qualified candidate due to salary inversion.

If you are able to attend or have any questions, please contact the Office of Boards and Commissions Administrator Ellen Ching via her email at [eching@kauai.gov](mailto:eching@kauai.gov) or call her at (808) 241-4922.

Sincerely,

Trinette Kaui  
Chair Salary Commission

*An Equal Opportunity Employer*

# New Business

# DEPARTMENT OF WATER

County of Kaua‘i

*“Water has no Substitute – Conserve It!”*

## MANAGER’S REPORT No. 20-50

April 17, 2020

Re: Request Board Approval of Resolution No. 20-06 (4/20), Mahalo and Aloha Board Member, Laurie Ho

It is requested that the Board approve Resolution No. 20-06 (4/20), Mahalo and Aloha Board Member, Laurie Ho.

/ein

Attachment: Resolution No. 20-06 (4/20), Mahalo and Aloha Board Member, Laurie Ho

Mgrrp/April 2020-50//Request Board Approval of Resolution No. 20-06 (4/20), Mahalo and Aloha Board Member, Laurie Ho (4-17-20):ein

**COUNTY OF KAUA'I**  
**DEPARTMENT OF WATER**  
**Board of Water Supply, Board Member**  
**LAURIE HO**  
**MAHALO & ALOHA**  
**February 2014 – March 2020**

WHEREAS, Mahalo and Aloha are in order for Board Member Laurie Ho, who served the Board of Water from February 2014 to March 2020; and

WHEREAS, gratitude and appreciation are in order as Board Member Ho voluntarily dedicated six (6) years of her life in guiding the Department of Water with her attentive insight and commitment to steward Kaua'i's most important resource; and

WHEREAS, Board Member Ho has a sharp eye for proofreading the Board minutes and we will miss her grammatical skills; and

WHEREAS, we will miss the leadership Board Member Ho provided during the Board meetings; and

WHEREAS, we will miss Board Member Ho's generosity on display in the form of the various treats and sweets she brings to share; and

WHEREAS, we will miss Board Member Ho's infectious laugh that has lightened and brightened the Board meetings; and

WHEREAS, we will miss Board Member Ho's persistent compliance with Sunshine Law by keeping everyone on track on the agenda items; and

WHEREAS, Board Member Ho played a vital role and input during Agenda meetings, Board meetings, rule making and setting policy; and

WHEREAS, we will miss Board Member Ho's expertise in agriculture matters; and

WHEREAS, Board Member Ho is well known in the community for her dedication to volunteerism, serving on many boards supporting issues such as farming, agriculture, the Department of Water and the environment for the people of Kaua'i; and

WHEREAS, we will miss Board Member Ho's expertise and knowledge of Kaua'i based conservation, which served to improve the Board's and the Department's understanding of the concerns of the community related to water; and

WHEREAS, Board Member Ho has led by example with her consistency, dedication, commitment, positive attitude and the Aloha she shows to the Department and the community as well as how to treat each other with respect and kindness; and

WHEREAS, congratulations are in order for Board Member Ho who can continue to dedicate more time to the County of Kaua'i; and

WHEREAS, the Department wishes Aloha and best of luck to Board Member Ho's future endeavors; and

BE IT RESOLVED BY THE BOARD OF WATER SUPPLY, COUNTY OF KAUA'I, STATE OF HAWAII, in recognition of the outstanding service and commitment of BOARD MEMBER LAURIE HO to our Garden Island Community, does hereby extend a fond Mahalo and heartfelt Aloha for the contributions she has made as a member of the Board of Water Supply. We extend our best wishes to her for all of the happiness, prosperity, and success she deserves in all of her future endeavors.

## Aloha Laurie Ho



We do certify that the foregoing was duly adopted by the Board of Water Supply during its meeting on April 17, 2020.

\_\_\_\_\_  
Kurt Akamine, Chairperson

\_\_\_\_\_  
Elesther Calipjo, Secretary

# DEPARTMENT OF WATER

County of Kaua'i

*"Water has no Substitute – Conserve It!"*

April 17, 2020

Re: Proposed Operating and Capital Budget for FY 2020-2021

## **RECOMMENDATIONS:**

1. Board review and approval of the Department of Water ("DOW")'s Proposed Annual Operating budget for Fiscal year ("FY") 2020-2021.
2. Board review and approval of the DOW's Proposed New Capital Outlay Budget for FY 2020-2021.
3. Board review of the DOW's Outstanding Purchase Orders ("PO") from FY 2020-2021 and approval of the budget rollover to FY 2020- 2021.

## **BACKGROUND:**

The DOW is a semi-autonomous agency of the County of Kauai operating as an enterprise fund. The operations are managed by the Manager & 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 2020 – 2021. It consists of the following:

- I. The Operating Budget.
- II. The New Capital Outlay and
- III. Rollover of Outstanding Purchase Orders ("PO").

A summary of Purchase Order ("PO") rollovers for unexpended encumbrances such as Contracts and Purchase Orders will be submitted as a supplemental budget under a separate cover after closing the financial accounting system as of FY June 30, 2020 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 DOW's main source of revenue is generated from water sales. Historically, the DOW provided an annual average of four billion gallons of water to over 22,000 customer accounts from single to multi-family dwellings, agricultural, commercial, government and other mixed-use accounts from the operation and maintenance of nine different public water systems island wide.

The DOW's proposed budget projects a ten percent (10%) decrease in water sales for FY 2020-2021. An analysis of the fiscal year (FY) to date water consumption as of March, 2020 returned a one percent (1%) increase but the last two months of February and March, 2020 reported a sharp decline of seven percent (7%) each month. This decline is expected to continue as a result of the COVID-19 pandemic because

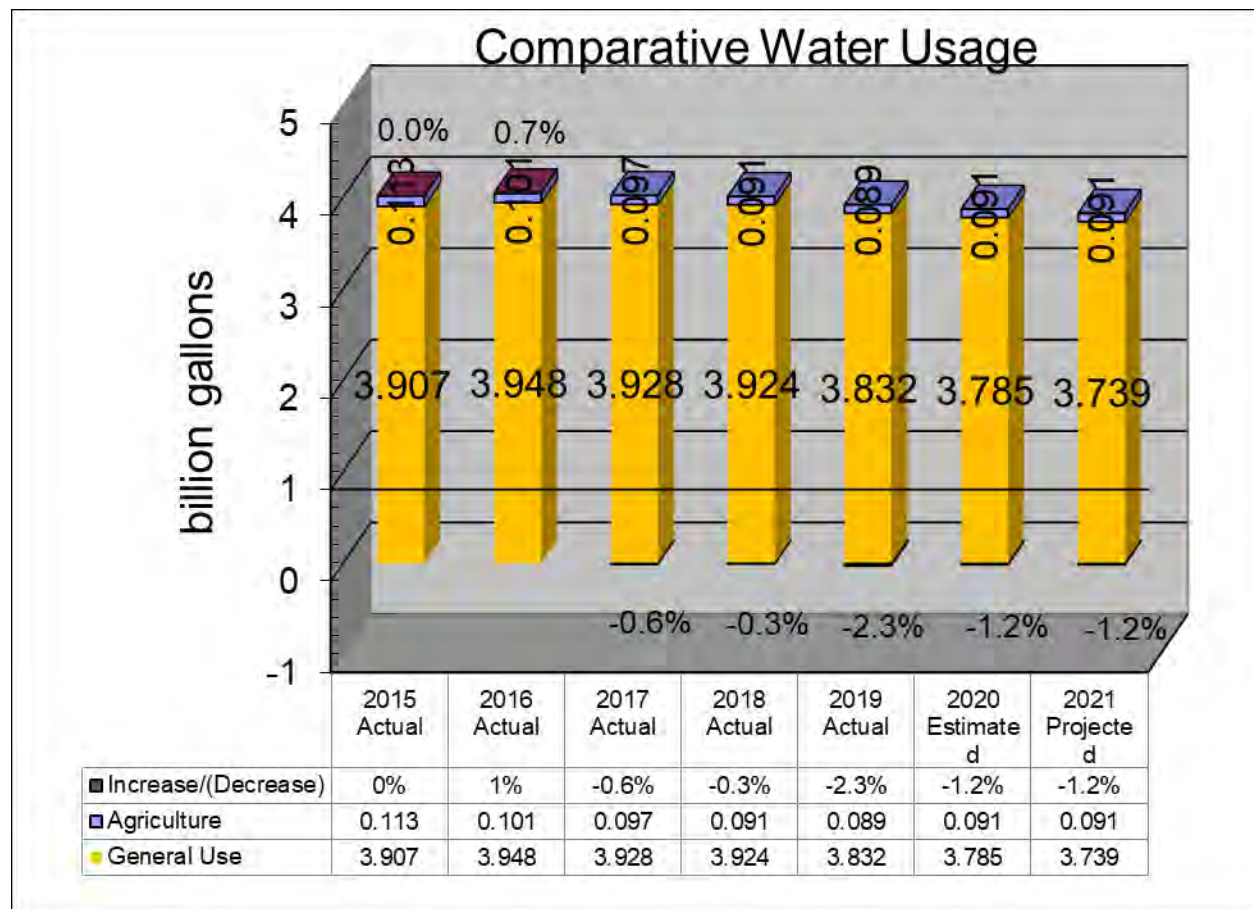


majority of businesses in the travel and tourism industry such as hotels and resorts were forced to reduce their operations or shut down completely. These groups comprise the top 100 customer water users of the island.

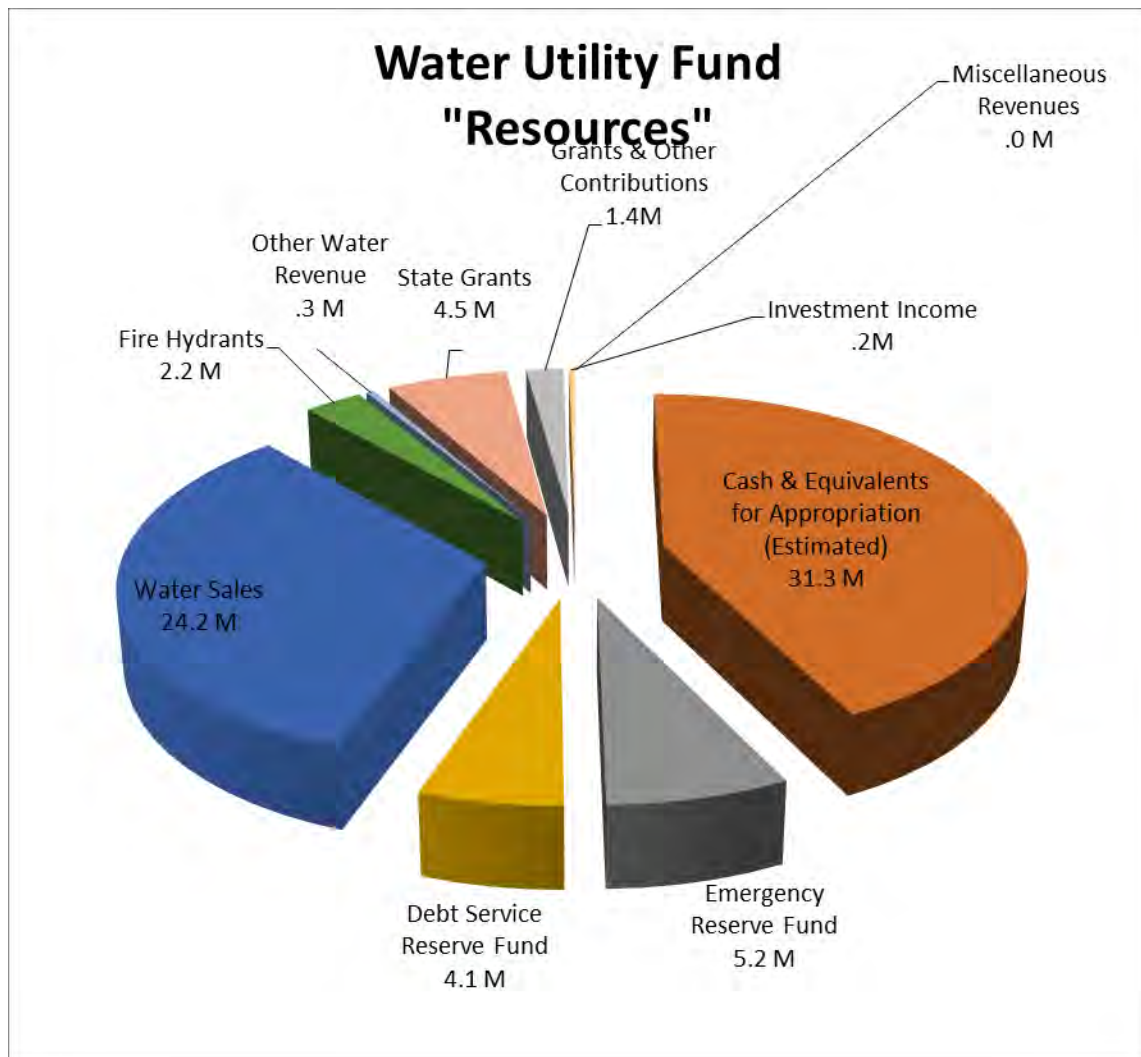
There's no projected water rate increase in FY 2021. The current water rate charges are based on the last water rate increase implemented on July, 1, 2014. There have not been any rate increases since then.

Currently, the DOW's ongoing water rate study was deferred due to pending fiscal policies that are being worked on by the department.

The chart below is a five-year illustration of the actual water consumption in billions of gallons from fiscal years ending 2015 – 2019, estimated consumption for the remainder of FY 2020, and the projected water consumption for FY 2021.



**A. PROJECTED AVAILABLE RESOURCES – WATER UTILITY FUND: \$63,065,033**



**The DOW's Projected Resources are comprised of the following:**

**1. Beginning Balance - Available Resources - \$40,617,826 (estimated).**

The DOW's available resources from Cash, Investments and Accounts Receivable as of March 31, 2020 minus outstanding Purchase Orders and Current Liabilities net of Short Term Debt were used to estimate the beginning balance - available resources as of July 1, 2020. This is an estimate and it will be updated with the final numbers after the close of FY 2020. This amount includes the DOW's Reserve Funds; the Emergency Reserve of \$5.2M and Debt Service Reserve of \$4.1M.

**2. Operating Revenues \$32,743,700.00 (projected).**

- 2.1 Water Sales - \$24,174,189.00** The projected water sales accounts for seventy-four percent (74%) of the projected revenues and receipts in FY 2021.

The water sales projection for FY 2021 is \$3.8 million (M) lower than the actual revenues collected in FY 2019 and \$2.8M lower than the FY 2019-2020 budget. Using the actual water consumption data as of March, 2020, total fiscal year to date water consumption had a cumulative increase of one percent (1%) as compared to the same month of the last FY 2019. This 1% increase would have been applied to the remaining three months of FY 2020 to arrive at an annualized FY 2021 estimated water sales but instead, a different approach was applied to account for the impact of the COVID-19 pandemic. The previous two months of water sales, February and March resulted in a seven percent (7%) average decrease in water consumption. This 7% decrease was applied to estimate the water sales for the remaining three months, April to June, 2020 and the annualized result was an average decrease of 1.2%. This 1.2% decrease was also applied to the projected FY 2021 water sales.

- 2.2 Revenue from Public Fire Protection - \$2,174,298.00.** The Revenues from Public Fire Protection at \$2,174,298 is a non-cash revenue that we bill the County of Kauai for the 2,983 total 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 for the same amount offsets this revenue.

- 2.3 Other Water Revenues - \$300,000.** Revenues from this are non-recurring. They are generated from water and meter installations and other job services provided by the DOW.

**2.4 Grants & Contributions- \$1,389,214.00**

- FEMA -\$828,535. This amount is equivalent to seventy-five percent (75%) of the estimated total project costs submitted to FEMA for reimbursement in connection with the FEMA disaster declaration on the April, 2018 rain event and flooding. There are two (2) projects completed and three other projects are being actively worked on and coordinated with other agencies.
- BAB Subsidy - \$560,679. The DOW will receive a BAB Subsidy of \$800,970; \$560,679 or 70 percent (“70 %”) is allocated to WUF and the remaining 30 percent (“30 %”) or \$240,291 is allocated to the FRC fund.

- 2.5 State Grants - \$4,00,000.00.** The DOW received a state grant appropriation of \$4.5M for three projects. Details of these projects funded by this grant are included in the Capital Outlays’ budget in the following pages below.

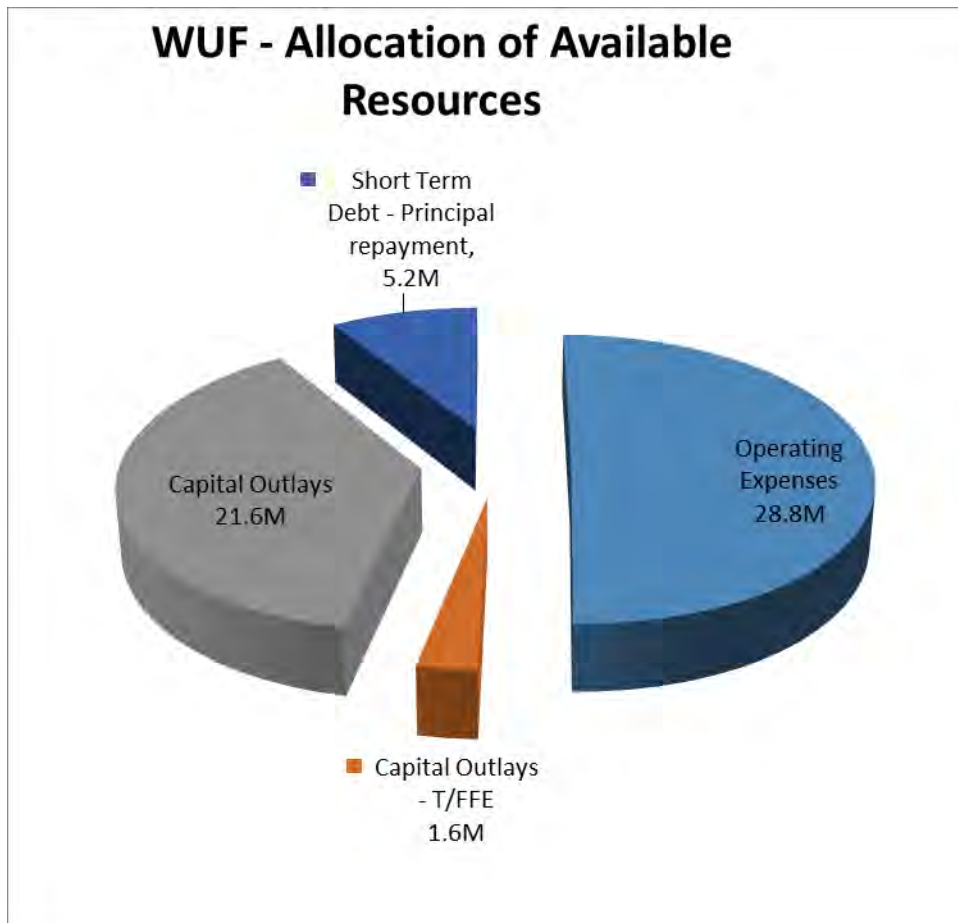
- 2.6 Investment income - \$300,000.** The DOW maintains its investments through the County of Kauai’s pooled investment portfolio. The investment income is projected based on net interest income and fair value adjustments of the total DOW investment portfolio.

- 2.7 Miscellaneous Revenues - \$6,000.** This is projected for gains or losses from the disposal of capital assets, and other revenues.

- 3. Non-Revenue Cash Inflow – None.** The Department of Water does not anticipate any State Revolving Fund Loan or Bond Proceeds in FY 2020.

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. The FRC Fund has an estimated net available balance of \$692,449 as of 7/1/2020. The projected FRC Receipts is \$400,000 and \$240,291 from the 30% allocation of BAB subsidy. The New Capital Outlay – CIP proposed budget under FRC is \$675,000 leaving \$657,740 in projected remaining funds. There’s no transfer to WUF proposed at this time.

**B. ALLOCATION OF PROJECTED RESOURCES - WUF:**



**1. Operating Expenses - \$28,836,601.00**

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 20-21 are budgeted at \$7,880,376
- 1.2 which is a decrease of \$68,977 thousand (“K”) from the prior fiscal year’s budget. This is equivalent to .5% decrease in budget from FY 2020. The average (across the board) salary increases are estimated at 3.5% which can still go up for increases due to step movements and within range progressions. Salaries are negotiated with the different

bargaining units. The latest negotiated contracts started in FY 2020 and ends at the end of FY 2021.

Included in the “Salaries & Wages” budget is \$1.3 M in budgeted vacancy positions. There are currently thirty-three (33) vacant positions with the proposed funding as follows: eight (8) are funded at 100%, seven (7) at 75%, eleven (11) at 50%, two (2) at 25%, one (1) at 8.33% and four (4) not funded. Some of these vacant positions are currently in active recruitment.

- 1.3 The DOW’s FY 2021 active employee benefits budget is \$4,245,483 an increase of \$219,737 or 7% increase from FY 2020 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 is a fixed percentage of 7.65% calculated based on the total salaries budget while the ERS contributions was calculated at 24%, a 2% increased 2% from 22% last fiscal year. Life and Health Insurance benefits were fixed amounts based on the subscribers’ plan coverage and the Other Post-Employment Benefits (OPEB) was a fixed amount determined through the State of Hawaii’s actuarial study.

- 1.4 Services, which include Professional Services, Accounting & Auditing, Other General Services, Public Relations and Miscellaneous Services totaled \$4,204,720, a decrease in budget of \$576,244 or -12% from FY 2020 budget. Major projected expenditures under the Services category are:

- 1.4.1 Professional Services – General; this budget line item decreased by \$512 thousand (K) as compared to FY 2020 budget. Detailed changes are itemized below:

1.4.1.1 Administration - \$12.5K – increasing the budget from 371.3K to \$383.8K for two budget items; legislative liaison and leadership training.

1.4.1.2 Information Technology (IT) budget decreased by \$160K from \$220K to \$60K. The change is from the IT Strategic Plan – financial system upgrade budget from \$150K to \$0. in FY 2021.

1.4.1.3 Water Quality – decreased by \$69.7K. The EPA mandated laboratory testing was funded in the previous fiscal year with a two-year contract so no additional funds is needed for FY 2021.

1.4.1.4 Construction Management (CM) – As needed CM was decreased by \$650K. Several “as needed CM” contracts were issued in the previous year and the services are continuing unto the FY 2021 so no additional funds are needed in FY 2021.

1.4.1.5 Engineering increased by \$80K with two new items; Baseyard Master Plan & PER for Wailua Homesteads.

1.4.1.6 Fiscal-Billing budgeted for a new item “Consulting Services” for billing and Fiscal- accounting budget increased by \$175K to continue the implementation of GP upgrade, GP Office 365 and SharePoint implementation.

- 1.4.2 Accounting and auditing budget –budget is the same as FY 2020.

- 1.4.3 Other services & Billing costs – Accounting/admin- other services’ budget for \$55K decreased by \$9.4K and Billing costs budget decreased by \$42K the same. The decrease in billing costs is an adjustment relative to the prior year’s actual costs.



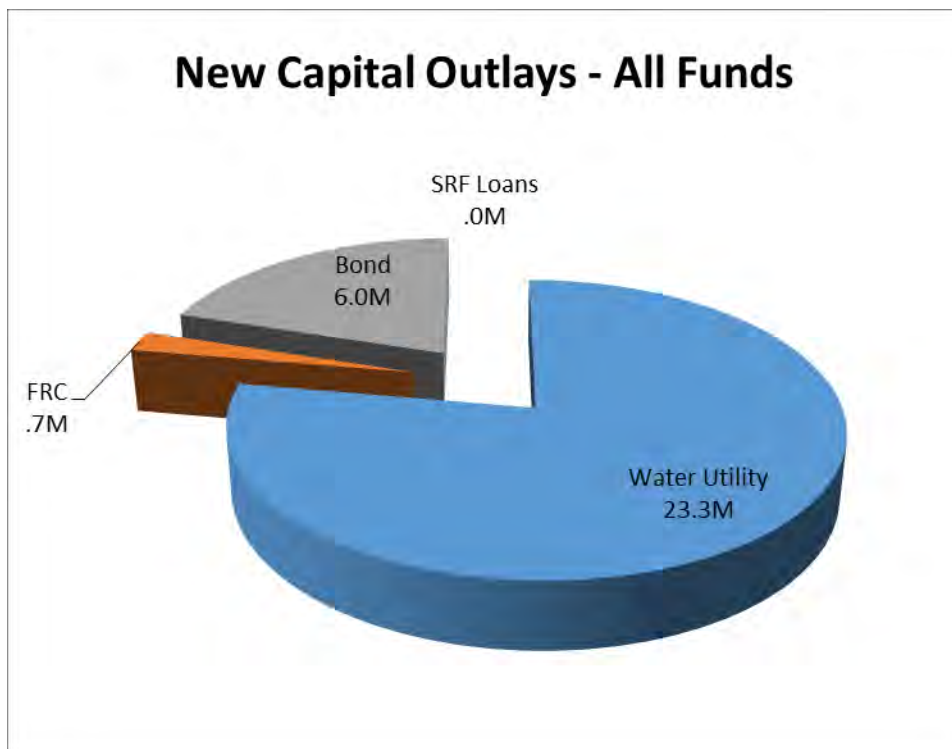
- 1.4.4 Public Relations, increased by \$35.6K, Communications increased by \$3.3K while freight and Postage decreased by 2K.
  - 1.4.5 Insurance –decreased by \$50K. Self-deductible claims for insurance not covered under the county’s insurance policy is covered under the DOW’s reserve fund.
- 1.4 County Service Charge at \$2.17M is a non-cash expenditure where revenues from public fire hydrants are billed to the County of Kauai and no payment is collected. In exchange for services rendered by the County of Kaua'i to the DOW, the same amount is recorded as a contra-expenditure against the non-cash revenue.
- 1.5 Utility Services budget at \$2.9M increased slightly by \$1.3K as compared to FY 2020 budget.
- 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 \$4.02M which decreased by \$213K. The decreases are from the following; Operating Supplies of \$261K and Repairs & Maintenance by \$10K. Repairs & Maintenance Other than Water system increased by \$47K and Repairs & Maintenance - Other than Water System increased by \$91.6K, Fuel by \$7K and Bulk Water Purchase by \$4.
- 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 \$31.6K.
- 1.8 Interest Expense- total annual interest expense for FY 2021 is \$3.1M which decreased by \$200K from \$3.27M in FY 2020 budget.
2. **Debt Service – Principal - \$5,016,541.00.**
- Annual Debt Service Requirements (DSR) equals \$8.23M; \$5.16M of this amount is payment for debt principal.
3. **Miscellaneous Capital Purchases – Technology, Furniture, Fixtures & Equipment - \$1,625,200.** This amount represents capital expenditures for both Rehabilitation & Replacement (R&R) and Expansion. Detailed explanation will be covered further under the New Capital Outlays budget in part II.
4. **New Capital Outlay – CIP \$21,635,000.00.** This amount represents the proposed CIP for both Rehabilitation & Replacement (R&R) and Expansion. Detailed explanation will be covered further under the New Capital Outlays budget in part II.
5. **Reserve Transfers – None at this time.** It may be adjusted subsequently if the proposed board policy # 31 is approved by the board. The proposed board policy # 31 may replace Board Policies 26 & 27 but all the approved uses for emergency reserve fund and debt service reserve fund will remain in place.

## **II. New Capital Outlay – All Funds - \$29,935,200.00**

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

The DOW Capital Outlays are funded from the different DOW funds based on the purpose/s of the project. The purpose is identified in two categories; **Expansion projects or Rehabilitation & Replacement (“R&R”)**. A single project can be categorized as “Expansion” or “R&R” or both. Once the project manager identifies the purpose/s of the project, the funding source is assigned. The DOW maintains three (3) different funds as follows:

- 1.1 Water Utility Fund (WUF)
- 1.2 Facility Reserve Charge (FRC) Fund
- 1.3 Build America Bond (BAB) Fund



The Proposed Capital Outlay budget is categorized and funded below as follows:

**1. Capital Outlay / Water Utility Fund: \$23,260,200.**

**1.1 Miscellaneous Capital Purchases – Technology, Furniture, Fixtures & Equipment (TFFE) - \$1,625,200.00. This amount represents both R&R and Expansion as follows:**

- Replacement budget of \$1.17 M consists of the following:
  - Information Technology budget - \$270K for the Replacement of Asset Management System @ \$ 230K and CMDP Federal/State Reporting System @ \$40K.
  - Construction Management budget for miscellaneous building permits - \$10K.
  - Fiscal –billing budget - \$150K to replace two (2) Meter Reader/Field Collection clerks @ \$35K each, \$50K for lobby assessment to address acoustics & slippery surface floor and \$30K for Customer Service counter improvements.
  - Operations budget - \$742K for Pump & Motor replacements @ \$300K, vehicle replacement @ \$60K, two (2) generators @ \$200K and replacement of equipment @ \$182K.
  
- New Purchases budget of \$453.2K consists of the following:
  - Information Technology budget - \$425K for the development of web based GIS viewer and mapping layer @ \$315K and purchase of new computers @ \$110K.
  - Construction Management budget for miscellaneous building permits - \$10K
  - Operations budget - \$ 18,200 to buy new scanners for inventory stock items.

**1.2 Capital Outlay- Capital Improvement Projects (CIP): R&R - \$21,635,000.00**

- R&R – Design - \$ 1,090,000.00 proposed budget consists of the following:
  - Building Permit Fees - \$10K
  - Baseyard Master Plan Phase I - \$ 1.08M
  
- R&R – Construction Management - \$17,705,000 proposed budget consists of the following:
  - Yamada Tank, Clear well connecting PL - \$13.2M
  - Kilauea 1 & 2 MCC - \$3.76M
  - Kukuilono tank demo - \$ 750K
  
- R&R – Operations - \$2,840,000.00. Proposed budget is as follows:
  - SWTP Water Treatment Delivery Agreement with Grove Farm- \$2.84M

**1.3 Capital Outlay - CIP: Expansion – None**

**2. Capital Outlay/ FRC Fund – \$675,000.00**

- 2.1 Expansion - Design – \$450,000.00.
  - Develop Kapa'a well No. 4 site improvement - \$ 450K
  
- 2.2 Expansion - CM - \$ 225,000.00.
  - Hanapepe River Bridge \$ 225K.



**3. Capital Outlay / BAB Fund- \$6,000,000.00**

**3.1** R&R - None

**3.2** Expansion - Construction. -\$ 6,000,000.00

- Kalaheo 1111' & 1112' WS Improvement Pkg A,B,C - \$6M.

**II. Rollover of Outstanding Purchase Orders (PO).**

A summary of Purchase Orders (“PO”) rollovers for unexpended encumbrances such as Contracts and Purchase Orders will be submitted as a supplemental budget under a separate cover after the financial closing of FY 2020 is completed.

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

MY:ein

## Fund Balance Projections

Fund Balance Projections								
	Water Utility General Fund	Water Utility Emergency Reserve	Water Utility Debt Reserve	WURF (30% of Previous Years' Last Audited Operating Revenue)	**Facility Reserve Charge Fund	Bond Fund	State Revolving Fund	TOTAL
<b>Cash, Investments &amp; Receivables as of 3/31/2020</b>	<b>\$50,931,938</b>	<b>\$5,200,000</b>	<b>\$4,100,000</b>	<b>\$0</b>	<b>\$1,926,957</b>	<b>\$9,825,873</b>	<b>\$0</b>	<b>\$71,984,768</b>
Encumbrances - PO & Contracts (-)	\$16,055,769	\$0	\$0		\$1,234,508	\$3,742,906	\$0	\$21,033,183
Current Liabilities, excluding Debt (-)	\$3,558,343							\$3,558,343
<b>Estimated Available Resources for Budget Appropriation - 7/1/20</b>	<b>\$31,317,826</b>	<b>\$5,200,000</b>	<b>\$4,100,000</b>	<b>\$0</b>	<b>\$692,449</b>	<b>\$6,082,967</b>	<b>\$0</b>	<b>\$47,393,242</b>
Revenues	\$32,743,700	\$0	\$0		\$640,291	\$35,000	\$0	\$33,418,991
Non- Revenue Cash - Inflow	\$0						\$0	\$0
Transfers In	\$0	\$0	\$0			\$0	\$0	\$0
Transfers (Out)		\$0	\$0			\$0		\$0
<b>Adjusted Balance</b>	<b>\$64,061,527</b>	<b>\$5,200,000</b>	<b>\$4,100,000</b>	<b>\$0</b>	<b>\$1,332,740</b>	<b>\$6,117,967</b>	<b>\$0</b>	<b>\$80,812,233</b>
Operating Expenses	\$28,836,601	\$0	\$0		\$0	\$0	\$0	\$28,836,601
Short Term Debt - Principal Repayment	\$5,160,541	\$0	\$0		\$0			\$5,160,541
Miscellaneous Capital Purchases - TFFE	\$1,625,200	\$0	\$0					\$1,625,200
New Capital Outlay - CIP	\$21,635,000				\$675,000	\$6,000,000	\$0	\$28,310,000
Supplemental Budget # 1								\$0
Interfund Transfer								\$0
<b>Estimated Ending Balance - 6/30/21</b>	<b>\$6,804,185</b>	<b>\$5,200,000</b>	<b>\$4,100,000</b>	<b>\$0</b>	<b>\$657,740</b>	<b>\$117,967</b>	<b>\$0</b>	<b>\$16,879,892</b>
Note 1: 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.								

## Revenue Summary

		FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 YTD Actual	FY 2020-2021 Proposed
<b>REVENUES</b>							
<b>Water Utility Fund</b>		<b>\$32,006,961</b>	<b>\$30,832,569</b>	<b>\$36,894,780</b>	<b>\$34,762,769</b>	<b>\$24,466,328</b>	<b>\$32,743,700</b>
10-00-00-400-000	Water Sales	\$28,445,143	\$27,910,121	\$27,959,468	\$26,929,850	\$20,542,034	\$24,174,189
10-00-00-405-000	Revenue from Public Fire Protection	\$2,133,294	\$2,136,510	\$2,174,298	\$2,136,510	\$1,630,724	\$2,174,298
10-00-00-410-000	Other Water Revenue	\$335,888	\$395,067	\$348,905	\$250,000	\$133,537	\$300,000
10-00-00-430-000	Federal Grants (FEMA)	\$0	\$0	\$32,228	\$828,535	\$0	\$828,535
10-00-00-432-000	State Grants	\$330,405	\$0	\$3,754,453	\$3,800,000	\$1,350,364	\$4,500,000
10-00-00-440-000	Capital Contributions - Cash Receipts	\$619,529	\$604,085	\$586,575	\$611,874	\$438,912	\$560,679
10-00-00-440-010	Capital Contributions - Non - Cash Receipts	\$0	\$0	\$0	\$0	\$0	\$0
10-00-00-453-000	Net Increase / Decrease in Fair Value of Investments	-\$294,918	-\$807,073	\$1,150,866	\$0	\$0	\$0
10-00-00-461-000	Investment Income	\$417,287	\$567,364	\$812,034	\$200,000	\$367,216	\$200,000
10-00-00-470-000	Gain or Loss on Disposal of Capital Assets	\$18,554	\$18,554	\$0	\$5,000	\$0	\$5,000
10-00-00-480-000	Gain or Loss from the Retirement of Debt	\$0	\$0	\$0	\$0	\$0	\$0
10-00-00-490-000	Miscellaneous Revenues	\$1,781	\$7,940	\$75,953	\$1,000	\$3,541	\$1,000
<b>Water Utility Fund Bond and Loan Proceeds</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
10-00-00-498-300	WU Bond Proceeds	\$0	\$0	\$0	\$0	\$0	\$0
10-00-00-499-600	WU/ Loan Proceeds - SRF Loan	\$0	\$0	\$0	\$0	\$0	\$0
<b>FRC Fund</b>		<b>\$613,657</b>	<b>\$1,093,629</b>	<b>\$696,519</b>	<b>\$662,232</b>	<b>\$1,057,131</b>	<b>\$640,291</b>
20-00-00-424-000	Facility Reserve Charge	\$348,145	\$834,735	\$437,130	\$400,000	\$869,000	\$400,000
20-00-00-430-000	Federal Grants	\$265,512	\$258,894	\$259,389	\$262,232	\$188,131	\$240,291
20-00-00-453-000	Net Increase / Decrease in Fair Value of Investments	\$0	\$0	\$0	\$0	\$0	\$0
20-00-00-461-000	Investment Income	\$0	\$0	\$0	\$0	\$0	\$0
<b>Bond Fund</b>		<b>\$60,752</b>	<b>\$151,726</b>	<b>\$225,696</b>	<b>\$35,000</b>	<b>\$206,070</b>	<b>\$35,000</b>
30-00-00-453-000	Net Increase / Decrease in Fair Value of Investments	-\$229,160	-\$104,183	-\$13,847	-\$30,000	\$99,385	-\$30,000
30-00-00-461-000	Investment Income (Net of custodial fees & other investment cost)	\$289,912	\$255,909	\$239,543	\$65,000	\$106,684	\$65,000
<b>SRF Fund</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
60-00-00-430-000	SRF - Federal Grants	\$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

## Operating Expense Summary

		FY 2016-2017 Actuals	FY 2017 - 2018 Actual	FY 2018-2019 Budget	FY 2018 - 2019 Actual	FY 2019-2020 Budget	FY 2019 - 2020 YTD Actual Exp. - As of 2/28/19		FY 2020-2021 Proposed Budget
<b>OPERATING EXPENSES</b>									
<b>Water Utility Fund</b>		<b>\$21,895,366</b>	<b>\$22,846,711</b>	<b>\$29,484,540</b>	<b>\$22,640,351</b>	<b>\$29,527,971</b>	<b>\$15,648,026</b>	<b>53%</b>	<b>\$28,836,601</b>
510-010	Salaries & Wages (Regular & Compensated Leave)	\$4,935,361	\$5,243,958	\$6,458,998	\$5,329,149	\$7,065,711	\$2,917,899	41%	\$7,047,876
510-020	Temporary Assignment	\$41,924	\$55,428	\$61,386	\$86,571	\$71,000	\$50,652	71%	\$60,500
510-030	Overtime	\$579,324	\$491,073	\$519,000	\$497,658	\$486,000	\$328,107	68%	\$477,000
510-040	Standby Pay	\$182,192	\$196,342	\$181,594	\$192,126	\$195,000	\$110,678	57%	\$195,000
520-040	Vacation & Compensatory Time Pay out	\$0	\$0	\$100,000	\$21,812	\$100,000	\$0	0%	\$100,000
530-010	FICA Taxes	\$404,526	\$431,116	\$560,055	\$447,135	\$605,705	\$247,335	41%	\$602,849
530-020	Retirement Contributions	\$2,269,719	\$2,157,977	\$1,382,436	\$1,108,853	\$1,731,996	\$721,798	42%	\$1,880,490
530-030	Life and Health Insurance	\$465,933	\$471,557	\$484,247	\$517,237	\$611,045	\$289,734	47%	\$685,145
530-040	Workers Compensation	\$2,954	\$15,215	\$0	\$0	\$0	\$0	0%	\$0
530-050	Unemployment Compensation	\$0	\$0	\$15,000	\$0	\$15,000	\$0	0%	\$0
530-060	Post Employment Benefits (OPEB)	\$968,000	\$988,943	\$1,011,000	\$1,223,378	\$1,077,000	\$789,186	73%	\$1,077,000
540-010	Professional Services - General	\$504,191	\$939,740	\$3,910,401	\$1,534,881	\$3,643,351	\$1,672,715	46%	\$3,131,801
540-020	Professional Services - Accounting and Auditing	\$58,805	\$75,132	\$106,800	\$58,668	\$106,800	\$69,900	65%	\$106,800
541-010	Other Services - General	\$47,367	\$33,676	\$60,878	\$33,209	\$64,478	\$30,942	48%	\$55,088
541-020	Other Services - Billing Costs	\$199,586	\$147,184	\$206,658	\$143,393	\$206,658	\$117,017	57%	\$164,418
542-010	Public Relations - General	\$62,009	\$97,148	\$111,300	\$78,061	\$80,089	\$55,286	69%	\$115,725
542-020	Procurement Advertising	\$10,069	\$12,550	\$10,000	\$0	\$10,000	\$5,497	55%	\$10,000
543-000	Communication Services	\$118,711	\$112,178	\$120,360	\$111,602	\$127,144	\$75,858	60%	\$130,444
544-000	Freight and Postage Services	\$338	\$7,840	\$16,370	\$3,891	\$16,370	\$2,019	12%	\$14,370
545-000	Rentals and Leases	\$114,527	\$44,311	\$153,075	\$80,159	\$131,075	\$44,014	34%	\$131,075
546-000	Insurance	\$69,109	\$279,240	\$1,195,000	\$62,466	\$395,000	\$1,358	0%	\$345,000
547-000	County Service Charge	\$2,133,294	\$2,136,510	\$2,133,294	\$2,174,298	\$2,136,510	\$1,449,532	68%	\$2,174,298
551-000	Utility Services	\$2,709,416	\$2,724,216	\$2,877,540	\$2,730,889	\$2,862,624	\$1,923,910	67%	\$2,863,878
560-000	Repairs and Maintenance - Water System	\$43,342	\$312,502	\$221,000	\$151,433	\$221,000	\$252,899	114%	\$211,000
561-000	Repairs and Maintenance - Other than Water System	\$708,299	\$380,061	\$627,150	\$452,061	\$700,750	\$287,033	41%	\$747,900
562-000	Office Supplies	\$13,196	\$20,307	\$22,000	\$20,307	\$22,000	\$11,901	54%	\$22,000
563-000	Operating Supplies	\$565,140	\$758,364	\$1,252,050	\$962,750	\$1,356,300	\$710,026	52%	\$1,095,300
564-000	Fuel	\$82,695	\$81,993	\$115,500	\$101,324	\$115,500	\$83,216	72%	\$122,500
565-000	Bulk Water Purchase	\$1,009,005	\$847,634	\$1,810,176	\$1,225,770	\$1,816,176	\$1,157,354	64%	\$1,820,176
570-010	Books, Publications, Subscriptions, and Memberships	\$23,701	\$34,110	\$30,045	\$10,807	\$32,845	\$20,751	63%	\$93,300
570-020	Books, Publications, Subscriptions, and Memberships - Boa	\$600	\$375	\$1,025	\$450	\$1,095	\$150	14%	\$1,095
571-010	Training and Development	\$74,294	\$48,120	\$127,580	\$72,074	\$80,880	\$36,387	45%	\$98,500
572-010	Travel and Per Diem	\$40,817	\$45,273	\$84,570	\$46,443	\$106,610	\$44,740	42%	\$118,180
572-020	Travel and Per Diem - Board	\$8,862	\$8,783	\$17,490	\$6,139	\$20,970	\$0	0%	\$20,970
573-010	Meeting Expense	\$2,288	\$3,702	\$26,400	\$8,683	\$37,290	\$12,927	35%	\$42,740
573-020	Meeting Expense - Board	\$5,680	\$5,054	\$14,075	\$7,609	\$9,952	\$914	9%	\$6,952
582-000	Interest Expense	\$3,440,092	\$3,639,100	\$3,460,087	\$3,139,065	\$3,268,048	\$2,126,288	65%	\$3,067,232
<b>Water Utility Fund - Bond and Loan Proceeds and Repayment</b>		<b>\$4,717,296</b>	<b>\$4,884,833</b>	<b>\$4,883,749</b>	<b>\$4,883,749</b>	<b>\$5,017,034</b>	<b>\$4,657,465</b>	<b>93%</b>	<b>\$5,160,541</b>
682-000	Debt Principal Repayment	\$4,717,296	\$4,884,833	\$4,883,749	\$4,883,749	\$5,017,034	\$4,657,465	93%	\$5,160,541
<b>Water Utility Fund - Non Budgetary Operating Expenses</b>		<b>\$7,482,384</b>	<b>\$7,674,658</b>	<b>\$8,014,750</b>	<b>\$6,906,633</b>	<b>\$8,014,750</b>	<b>\$4,759,619</b>	<b>59%</b>	<b>\$7,252,653</b>
580-000	Depreciation	\$6,821,400	\$6,931,203	\$7,314,750	\$6,153,980	\$7,314,750	\$4,606,387	63%	\$6,500,000
581-000	Amortization	\$660,984	\$743,456	\$700,000	\$752,653	\$700,000	\$153,232	22%	\$752,653
580-000	Inflows/Outflows	-\$41,932	-\$41,932	-\$41,932	-\$41,932	-\$41,932	-\$27,954	67%	-\$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 2016-2017 Actuals	FY 2017 - 2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019 - 2020 Actual	FY 2020-2021 Proposed Budget
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<b>OPERATING EXPENSES (Detail)</b>								
Water Utility Fund Operating Expenses		\$21,895,366	\$22,846,711	\$29,484,540	\$22,640,351	\$29,527,971	\$15,648,026	\$28,836,601
<b>510-010</b>	<b>Salaries and Wages (includes compensated annual leaves and comp time.)</b>	<b>\$4,935,361</b>	<b>\$5,243,958</b>	<b>\$6,458,998</b>	<b>\$5,329,149</b>	<b>\$7,065,711</b>	<b>\$2,917,899</b>	<b>\$7,047,876</b>
0-01-10-510-010	WU - Admin - Admin - Salaries and Wages	\$561,707	\$614,324	\$908,186	\$655,545	\$916,128	\$348,638	\$872,571
0-02-10-510-010	WU - IT - Admin - Salaries and Wages	\$160,362	\$194,141	\$245,649	\$193,677	\$214,258	\$63,235	\$244,634
0-10-40-510-010	WU - Qual - Purification - Salaries and Wages	\$216,663	\$227,789	\$233,339	\$235,476	\$241,893	\$130,353	\$254,442
0-20-10-510-010	WU - Eng - Admin - Salaries and Wages	\$243,947	\$229,591	\$306,930	\$195,246	\$358,838	\$113,952	\$280,945
0-21-10-510-010	WU - Const - Admin - Salaries and Wages	\$344,275	\$323,479	\$550,332	\$364,817	\$718,049	\$231,346	\$574,282
0-22-10-510-010	WU - Plan - Admin - Salaries and Wages	\$425,186	\$448,385	\$522,927	\$462,861	\$536,606	\$248,274	\$536,417
0-30-20-510-010	WU - Bill - Collection - Salaries and Wages	\$461,920	\$477,987	\$570,078	\$458,705	\$542,886	\$212,067	\$551,856
0-31-10-510-010	WU - Acctg - Admin - Salaries and Wages	\$406,898	\$447,502	\$503,168	\$454,216	\$506,989	\$250,920	\$612,757
0-40-30-510-010	WU - Ops - Source - Salaries and Wages	\$248,045	\$321,729	\$349,097	\$301,732	\$418,864	\$198,755	\$464,124
0-40-40-510-010	WU - Ops - Purification - Salaries and Wages	\$185,999	\$187,861	\$252,491	\$143,360	\$216,457	\$93,895	\$273,786
0-40-50-510-010	WU - Ops - PowerAndPump - Salaries and Wages	\$164,471	\$177,370	\$208,607	\$187,056	\$205,007	\$104,721	\$202,212
0-40-60-510-010	WU - Ops - TandD - Salaries and Wages	\$1,515,888	\$1,593,799	\$1,808,196	\$1,676,459	\$2,189,736	\$921,745	\$2,179,851
<b>510-020</b>	<b>Temporary Assignment</b>	<b>\$41,924</b>	<b>\$55,428</b>	<b>\$61,386</b>	<b>\$86,571</b>	<b>\$71,000</b>	<b>\$50,652</b>	<b>\$60,500</b>
0-01-10-510-020	WU - Admin - Admin - Temporary Assignment	\$2,845	\$10,814	\$2,000	\$9,395	\$2,000	\$2,502	\$2,000
0-02-10-510-020	WU - IT - Admin - Temporary Assignment	\$1,105	\$221	\$500	\$2,365	\$500	\$8,829	\$500
0-10-40-510-020	WU - Qual - Purification - Temporary Assignment	\$1,415	\$870	\$1,500	\$1,105	\$1,500	\$944	\$1,500
0-20-10-510-020	WU - Eng - Admin - Temporary Assignment	\$4,218	\$6,009	\$6,000	\$6,705	\$8,500	\$861	\$1,000
0-21-10-510-020	WU - Const - Admin - Temporary Assignment	\$0	\$1,081	\$5,000	\$0	\$5,000	\$0	\$2,000
0-22-10-510-020	WU - Plan - Admin - Temporary Assignment	\$825	\$1,534	\$10,000	\$5,646	\$5,000	\$3,267	\$5,000
0-30-20-510-020	WU - Bill - Collection - Temporary Assignment	\$5,227	\$3,358	\$5,000	\$5,554	\$5,000	\$6,810	\$5,000
0-31-10-510-020	WU - Acctg - Admin - Temporary Assignment	\$4,383	\$4,034	\$12,000	\$9,090	\$10,000	\$5,024	\$10,000
0-40-30-510-020	WU - Ops - Source - Temporary Assignment	\$983	\$2,892	\$886	\$6,506	\$3,000	\$1,724	\$3,000
0-40-40-510-020	WU - Ops - Purification - Temporary Assignment	\$1,296	\$885	\$500	\$2,089	\$1,500	\$3,414	\$1,500
0-40-50-510-020	WU - Ops - PowerAndPump - Temporary Assignment	\$2,090	\$3,866	\$3,000	\$5,770	\$4,000	\$1,882	\$4,000
0-40-60-510-020	WU - Ops - TandD - Temporary Assignment	\$17,537	\$19,865	\$15,000	\$32,346	\$25,000	\$15,395	\$25,000
<b>510-030</b>	<b>Overtime</b>	<b>\$579,324</b>	<b>\$491,073</b>	<b>\$519,000</b>	<b>\$497,658</b>	<b>\$486,000</b>	<b>\$328,107</b>	<b>\$477,000</b>
0-01-10-510-030	WU - Admin - Admin - Overtime	\$38,214	\$23,340	\$30,000	\$24,219	\$30,000	\$20,842	\$30,000
0-02-10-510-030	WU - IT - Admin - Overtime	\$48,774	\$44,622	\$30,000	\$33,358	\$30,000	\$15,104	\$30,000
0-10-40-510-030	WU - Qual - Purification - Overtime	\$1,398	\$270	\$2,000	\$207	\$2,000	\$3,759	\$3,000
0-20-10-510-030	WU - Eng - Admin - Overtime	\$23,767	\$18,322	\$25,000	\$8,088	\$10,000	\$3,595	\$10,000
0-21-10-510-030	WU - Const - Admin - Overtime	\$14,375	\$8,770	\$35,000	\$10,832	\$25,000	\$3,336	\$15,000
0-22-10-510-030	WU - Plan - Admin - Overtime	\$9,952	\$13,708	\$30,000	\$12,016	\$15,000	\$31,474	\$15,000
0-30-20-510-030	WU - Bill - Collection - Overtime	\$62,631	\$53,150	\$50,000	\$65,850	\$60,000	\$29,840	\$60,000
0-31-10-510-030	WU - Acctg - Admin - Overtime	\$79,401	\$51,231	\$60,000	\$49,116	\$60,000	\$35,392	\$60,000
0-40-30-510-030	WU - Ops - Source - Overtime	\$5,447	\$11,081	\$6,000	\$3,711	\$6,000	\$1,554	\$6,000
0-40-40-510-030	WU - Ops - Purification - Overtime	\$40,341	\$27,233	\$50,000	\$35,655	\$30,000	\$25,051	\$30,000
0-40-50-510-030	WU - Ops - PowerAndPump - Overtime	\$11,770	\$8,534	\$1,000	\$15,224	\$8,000	\$13,775	\$8,000
0-40-60-510-030	WU - Ops - TandD - Overtime	\$243,255	\$230,812	\$200,000	\$239,383	\$210,000	\$144,385	\$210,000
<b>510-040</b>	<b>Standby Pay</b>	<b>\$182,192</b>	<b>\$196,342</b>	<b>\$181,594</b>	<b>\$192,126</b>	<b>\$195,000</b>	<b>\$110,678</b>	<b>\$195,000</b>
0-01-10-510-040	WU - Admin - Admin - Standby Pay	\$390	\$0	\$0	\$0	\$0	\$0	\$0
0-40-40-510-040	WU - Ops - Purification - Standby Pay	\$9,692	\$8,827	\$11,594	\$8,338	\$10,000	\$4,556	\$10,000
0-40-50-510-040	WU - Ops - PowerAndPump - Standby Pay	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0-40-60-510-040	WU - Ops - TandD - Standby Pay	\$172,110	\$187,515	\$170,000		\$185,000	\$106,122	\$185,000
<b>520-040</b>	<b>Vacation &amp; Compensatory Time Payout</b>	<b>\$0</b>	<b>\$0</b>	<b>\$100,000</b>	<b>\$21,812</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$100,000</b>
0-01-10-520-040	WU - Admin - Admin - Vacation Payout	\$0	\$0	\$90,000	\$21,812	\$90,000	\$0	\$90,000
0-01-10-520-040	WU - Admin - Admin - Compensatory Time Payout	\$0	\$0	\$10,000	\$0	\$10,000	\$0	\$10,000

## Operating Expense Detail

		FY 2016-2017 Actuals	FY 2017 - 2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019 - 2020 Actual	FY 2020-2021 Proposed Budget
<b>OPERATING EXPENSES (Detail)</b>								
<b>530-010</b>	<b>FICA Taxes</b>	<b>\$404,526</b>	<b>\$431,116</b>	<b>\$560,055</b>	<b>\$447,135</b>	<b>\$605,705</b>	<b>\$247,335</b>	<b>\$602,849</b>
0-01-10-530-010	WU - Admin - Admin - FICA	\$42,473	\$49,319	\$79,574	\$49,371	\$80,182	\$26,897	\$76,850
0-02-10-530-010	WU - IT - Admin - FICA	\$15,046	\$17,844	\$21,125	\$20,666	\$18,724	\$5,840	\$21,048
0-10-40-530-010	WU - Qual - Purification - FICA	\$15,903	\$17,033	\$18,118	\$17,640	\$18,773	\$9,871	\$19,809
0-20-10-530-010	WU - Eng - Admin - FICA	\$19,670	\$18,751	\$25,852	\$15,553	\$28,866	\$9,238	\$22,334
0-21-10-530-010	WU - Const - Admin - FICA	\$25,930	\$24,299	\$45,160	\$27,352	\$57,226	\$17,445	\$45,233
0-22-10-530-010	WU - Plan - Admin - FICA	\$29,733	\$32,783	\$43,064	\$33,338	\$42,580	\$19,590	\$42,566
0-30-20-530-010	WU - Bill - Collection - FICA	\$37,253	\$37,160	\$47,818	\$39,089	\$46,503	\$17,642	\$47,189
0-31-10-530-010	WU - Acctg - Admin - FICA	\$34,451	\$36,269	\$44,000	\$39,291	\$44,140	\$21,463	\$52,231
0-40-30-530-010	WU - Ops - Source - FICA	\$16,976	\$23,031	\$27,233	\$22,091	\$32,732	\$14,476	\$36,194
0-40-40-530-010	WU - Ops - Purification - FICA	\$18,411	\$16,763	\$24,066	\$14,514	\$19,734	\$9,454	\$24,119
0-40-50-530-010	WU - Ops - PowerAndPump - FICA	\$12,093	\$13,213	\$16,264	\$14,807	\$16,601	\$8,717	\$16,387
0-40-60-530-010	WU - Ops - TandD - FICA	\$136,584.49	\$144,652	\$167,779	\$153,423	\$199,645	\$86,702	\$198,889
<b>530-020</b>	<b>Retirement Contributions</b>	<b>\$2,269,719</b>	<b>\$2,157,977</b>	<b>\$1,382,436</b>	<b>\$1,108,853</b>	<b>\$1,731,996</b>	<b>\$721,798</b>	<b>\$1,880,490</b>
0-01-10-530-020	WU - Admin - Admin - Retirement Contributions	\$208,649	\$211,494	\$189,085	\$124,236	\$220,688	\$79,500	\$230,297
0-02-10-530-020	WU - IT - Admin - Retirement Contributions	\$77,652	\$90,218	\$52,468	\$45,213	\$53,847	\$17,399	\$66,032
0-10-40-530-020	WU - Qual - Purification - Retirement Contributions	\$81,033	\$86,847	\$44,999	\$44,593	\$53,986	\$29,168	\$62,146
0-20-10-530-020	WU - Eng - Admin - Retirement Contributions	\$95,413	\$90,700	\$64,207	\$39,532	\$83,014	\$27,768	\$70,067
0-21-10-530-020	WU - Const - Admin - Retirement Contributions	\$129,751	\$123,801	\$112,163	\$69,885	\$164,571	\$52,112	\$141,908
0-22-10-530-020	WU - Plan - Admin - Retirement Contributions	\$162,517	\$173,925	\$106,956	\$89,626	\$122,453	\$62,833	\$133,540
0-30-20-530-020	WU - Bill - Collection - Retirement Contributions	\$190,999	\$196,161	\$118,765	\$97,206	\$133,735	\$54,535	\$148,045
0-31-10-530-020	WU - Acctg - Admin - Retirement Contributions	\$177,864	\$181,912	\$109,282	\$93,877	\$126,938	\$62,722	\$163,862
0-40-30-530-020	WU - Ops - Source - Retirement Contributions	\$93,803	\$124,873	\$67,637	\$58,380	\$94,130	\$44,686	\$113,550
0-40-40-530-020	WU - Ops - Purification - Retirement Contributions	\$97,591	\$86,107	\$59,771	\$38,743	\$56,751	\$27,819	\$75,669
0-40-50-530-020	WU - Ops - PowerAndPump - Retirement Contributions	\$64,478	\$69,547	\$40,395	\$38,375	\$47,742	\$26,578	\$51,411
0-40-60-530-020	WU - Ops - TandD - Retirement Contributions	\$889,969	\$722,391	\$416,707	\$369,187	\$574,142	\$236,678	\$623,964
<b>530-030</b>	<b>Life and Health Insurance</b>	<b>\$465,933</b>	<b>\$471,557</b>	<b>\$484,247</b>	<b>\$517,237</b>	<b>\$611,045</b>	<b>\$289,734</b>	<b>\$685,145</b>
0-01-10-530-030	WU - Admin - Admin - Life and Health Insurance	\$47,537	\$40,981	\$85,347	\$53,981	\$66,949	\$29,085	\$67,252
0-02-10-530-030	WU - IT - Admin - Life and Health Insurance	\$12,297	\$12,118	\$26,713	\$16,226	\$17,340	\$9,941	\$25,821
0-10-40-530-030	WU - Qual - Purification - Life and Health Insurance	\$10,315	\$9,803	\$9,939	\$10,508	\$10,334	\$6,006	\$10,940
0-20-10-530-030	WU - Eng - Admin - Life and Health Insurance	\$20,246	\$17,893	\$31,013	\$16,851	\$20,790	\$10,952	\$21,694
0-21-10-530-030	WU - Const - Admin - Life and Health Insurance	\$14,190	\$30,814	\$34,221	\$36,660	\$62,003	\$22,781	\$54,910
0-22-10-530-030	WU - Plan - Admin - Life and Health Insurance	\$49,590	\$50,263	\$36,602	\$55,763	\$60,173	\$31,561	\$73,949
0-30-20-530-030	WU - Bill - Collection - Life and Health Insurance	\$33,712	\$34,828	\$31,952	\$44,203	\$47,861	\$22,533	\$62,782
0-31-10-530-030	WU - Acctg - Admin - Life and Health Insurance	\$43,734	\$40,495	\$35,799	\$40,366	\$47,784	\$22,939	\$50,449
0-40-30-530-030	WU - Ops - Source - Life and Health Insurance	\$31,115	\$36,403	\$29,698	\$30,314	\$35,386	\$16,344	\$30,902
0-40-40-530-030	WU - Ops - Purification - Life and Health Insurance	\$13,189	\$10,857	\$11,974	\$9,186	\$12,311	\$5,049	\$24,047
0-40-50-530-030	WU - Ops - PowerAndPump - Life and Health Insurance	\$18,299	\$17,419	\$14,477	\$18,333	\$19,397	\$10,472	\$19,630
0-40-60-530-030	WU - Ops - TandD - Life and Health Insurance	\$171,709	\$169,682	\$136,512	\$184,846	\$210,717	\$102,071	\$242,769
<b>530-040</b>	<b>Workers Compensation</b>	<b>\$2,954</b>	<b>\$15,215</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>530-050</b>	<b>Unemployment Compensation</b>	<b>\$0</b>	<b>\$0</b>	<b>\$15,000</b>	<b>\$0</b>	<b>\$15,000</b>	<b>\$0</b>	<b>\$0</b>
0-01-10-530-050	WU - Admin - Admin - Unemployment Compensation	\$0	\$0	\$15,000	\$0	\$15,000	\$0	\$0
<b>530-060</b>	<b>Post-Employment Benefits (OPEB)</b>	<b>\$968,000</b>	<b>\$988,943</b>	<b>\$1,011,000</b>	<b>\$1,223,378</b>	<b>\$1,077,000</b>	<b>\$789,186</b>	<b>\$1,077,000</b>
0-01-10-530-060	WU - Admin - Admin - OPEB	\$97,166	\$96,114	\$142,155	\$134,576	\$139,642	\$94,294	\$133,339
0-02-10-530-060	WU - IT - Admin - OPEB	\$35,687	\$40,279	\$38,450	\$48,458	\$32,659	\$17,103	\$37,383
0-10-40-530-060	WU - Qual - Purification - OPEB	\$37,260	\$38,782	\$36,523	\$47,644	\$36,871	\$35,256	\$38,882
0-20-10-530-060	WU - Eng - Admin - OPEB	\$46,200	\$42,699	\$48,042	\$42,234	\$54,696	\$30,820	\$42,932
0-21-10-530-060	WU - Const - Admin - OPEB	\$60,564	\$55,679	\$86,141	\$75,284	\$109,450	\$62,571	\$87,757
0-22-10-530-060	WU - Plan - Admin - OPEB	\$74,128	\$77,670	\$81,852	\$95,758	\$81,793	\$67,149	\$81,971

## Operating Expense Detail

		FY 2016-2017 Actuals	FY 2017 - 2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019 - 2020 Actual	FY 2020-2021 Proposed Budget
<b>OPERATING EXPENSES (Detail)</b>								
0-30-20-530-060	WU - Bill - Collection - OPEB	\$89,537	\$89,274	\$89,232	\$106,848	\$82,750	\$57,356	\$84,330
0-31-10-530-060	WU - Acctg - Admin - OPEB	\$83,277	\$84,057	\$78,759	\$102,064	\$77,278	\$67,865	\$93,637
0-40-30-530-060	WU - Ops - Source - OPEB	\$42,914	\$56,533	\$54,643	\$62,815	\$63,846	\$53,756	\$70,924
0-40-40-530-060	WU - Ops - Purification - OPEB	\$45,130	\$36,916	\$39,521	\$41,476	\$32,994	\$25,395	\$41,838
0-40-50-530-060	WU - Ops - PowerAndPump - OPEB	\$30,286	\$31,407	\$32,652	\$41,478	\$31,248	\$28,323	\$30,900
0-40-60-530-060	WU - Ops - TandD - OPEB	\$325,850	\$339,533	\$283,029	\$424,743	\$333,773	\$249,299	\$333,107
<b>540-010</b>	<b>Professional Services - General</b>	<b>\$504,191</b>	<b>\$939,740</b>	<b>\$3,910,401</b>	<b>\$1,534,881</b>	<b>\$3,643,351</b>	<b>\$1,672,715</b>	<b>\$3,131,801</b>
0-01-10-540-010	WU - Admin - Admin - Professional Services - General	\$38,695	\$22,257	\$365,800	\$135,925	\$371,300	\$152,781	\$383,800
0-02-10-540-010	WU - IT - Admin - Professional Services - General	\$2,600	\$118,547	\$160,000	\$95,363	\$220,000	\$207,627	\$60,000
0-10-40-540-010	WU - Qual - Purification - Professional Services - General	\$7,448	\$22,940	\$63,600	\$61,812	\$106,050	\$72,531	\$36,400
0-20-10-540-010	WU - Eng - Admin - Professional Services - General	\$111,932	\$277,009	\$425,000	\$296,451	\$405,000	\$445,056	\$485,000
0-21-10-540-010	WU - Const - Admin - Professional Services - General	\$0	\$93,146	\$500,000	\$625,038	\$700,000	\$388,283	\$50,000
0-22-10-540-010	WU - Plan - Admin - Professional Services - General	\$272,638	\$359,646	\$1,635,000	\$237,171	\$1,635,000	\$399,451	\$1,635,000
0-30-20-540-010	WU - Bill - Collection - Professional Services - General	\$0	\$1,802	\$230,000	\$26,245	\$0	\$0	\$100,000
0-31-10-540-010	WU - Acctg - Admin - Professional Services - General	\$70,879	\$44,393	\$206,000	\$56,877	\$206,000	\$6,988	\$381,600
0-40-60-540-010	WU - Ops - TandD - Professional Services - General	\$0	\$0	\$325,001	\$0	\$1	\$0	\$1
<b>540-020</b>	<b>Professional Services - Accounting and Auditing</b>	<b>\$58,805</b>	<b>\$75,132</b>	<b>\$106,800</b>	<b>\$58,668</b>	<b>\$106,800</b>	<b>\$69,900</b>	<b>\$106,800</b>
0-31-10-540-020	WU - Acctg - Admin - Professional Services - Accounting and Auditing	\$58,805	\$75,132	\$106,800	\$58,668	\$106,800	\$69,900	\$106,800
<b>541-010</b>	<b>Other Services</b>	<b>\$47,367</b>	<b>\$33,676</b>	<b>\$60,878</b>	<b>\$33,209</b>	<b>\$64,478</b>	<b>\$30,942</b>	<b>\$55,088</b>
0-01-10-541-010	WU - Admin - Admin - Other Services	\$4,908	\$167	\$2,178	\$1,966	\$2,178	\$1,273	\$1,188
0-30-20-541-010	WU - Bill - Collection - Other Services	\$24,513	\$23,715	\$35,100	\$20,918	\$35,100	\$15,083	\$26,700
0-31-10-541-010	WU - Acctg - Admin - Other Services	\$16,954	\$9,154	\$21,600	\$10,031	\$25,200	\$13,924	\$25,200
0-40-60-541-010	WU - Ops - TandD - Other Services	\$993	\$640	\$2,000	\$294	\$2,000	\$662	\$2,000
<b>541-020</b>	<b>Billing Costs</b>	<b>\$199,586</b>	<b>\$147,184</b>	<b>\$206,658</b>	<b>\$143,393</b>	<b>\$206,658</b>	<b>\$117,017</b>	<b>\$164,418</b>
0-30-20-541-020	WU - Bill - Collection - Billing Costs	\$199,586	\$147,184	\$206,658	\$143,393	\$206,658	\$117,017	\$164,418
<b>542-010</b>	<b>Public Relations - General</b>	<b>\$62,009</b>	<b>\$97,148</b>	<b>\$111,300</b>	<b>\$78,061</b>	<b>\$80,089</b>	<b>\$55,286</b>	<b>\$115,725</b>
0-01-10-542-010	WU - Admin - Admin - Public Relations - General	\$62,009	\$97,148	\$111,300	\$78,061	\$80,089	\$55,286	\$115,725
<b>542-020</b>	<b>Procurement Advertising</b>	<b>\$10,069</b>	<b>\$12,550</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$10,000</b>	<b>\$5,497</b>	<b>\$10,000</b>
0-01-10-542-020	WU - Admin - Admin - Procurement Advertising	\$10,069	\$12,550	\$10,000	\$0	\$10,000	\$5,497	\$10,000
<b>543-000</b>	<b>Communication Services</b>	<b>\$118,711</b>	<b>\$112,178</b>	<b>\$120,360</b>	<b>\$111,602</b>	<b>\$127,144</b>	<b>\$75,858</b>	<b>\$130,444</b>
0-02-10-543-000	WU - IT - Admin - Communication Services	\$82,517	\$74,898	\$82,260	\$76,667	\$86,060	\$47,121	\$83,360
0-02-50-543-000	WU - IT - PowerAndPump - Communication Services	\$0	\$0	\$38,100	\$34,720	\$41,084	\$28,737	\$47,084
0-40-50-543-000	WU - Ops - PowerAndPump - Communication Services	\$36,194	\$37,280	\$0	\$215	\$0	\$0	\$0
<b>544-000</b>	<b>Freight and Postage</b>	<b>\$338</b>	<b>\$7,840</b>	<b>\$16,370</b>	<b>\$3,891</b>	<b>\$16,370</b>	<b>\$2,019</b>	<b>\$14,370</b>
0-01-10-544-000	WU - Admin - Admin - Freight and Postage	\$0	\$6,503	\$12,870	\$2,113	\$12,870	\$1,412	\$12,870
0-02-10-544-000	WU - IT - Admin - Freight and Postage	\$0	\$30	\$500	\$5	\$500	\$0	\$0
0-10-40-544-000	WU - Qual - Purification - Freight and Postage	\$338	\$1,306	\$3,000	\$1,772	\$3,000	\$607	\$1,500
<b>545-000</b>	<b>Rentals and Leases</b>	<b>\$114,527</b>	<b>\$44,311</b>	<b>\$153,075</b>	<b>\$80,159</b>	<b>\$131,075</b>	<b>\$44,014</b>	<b>\$131,075</b>
0-01-10-545-000	WU - Admin - Admin - Rentals and Leases	\$20,000	\$20,000	\$52,900	\$20,594	\$50,900	\$15,612	\$50,900
0-02-10-545-000	WU - IT - Admin - Rentals and Leases	\$24,697	\$19,597	\$30,175	\$20,661	\$30,175	\$17,994	\$30,175
0-40-60-545-000	WU - Ops - TandD - Rentals and Leases	\$69,831	\$4,713	\$70,000	\$38,903	\$50,000	\$10,408	\$50,000
<b>546-000</b>	<b>Insurance</b>	<b>\$69,109</b>	<b>\$279,240</b>	<b>\$1,195,000</b>	<b>\$62,466</b>	<b>\$395,000</b>	<b>\$1,358</b>	<b>\$345,000</b>
0-01-10-546-000	WU - Admin - Admin - Insurance	\$69,109	\$279,240	\$1,195,000	\$62,466	\$395,000	\$1,358	\$345,000
<b>547-000</b>	<b>County Service Charge</b>	<b>\$2,133,294</b>	<b>\$2,136,510</b>	<b>\$2,133,294</b>	<b>\$2,174,298</b>	<b>\$2,136,510</b>	<b>\$1,449,532</b>	<b>\$2,174,298</b>
0-00-10-547-000	WU - County Service Charge	\$2,133,294	\$2,136,510	\$2,133,294	\$2,174,298	\$2,136,510	\$1,449,532	\$2,174,298
<b>551-000</b>	<b>Utility Services</b>	<b>\$2,709,416</b>	<b>\$2,724,216</b>	<b>\$2,877,540</b>	<b>\$2,730,889</b>	<b>\$2,862,624</b>	<b>\$1,923,910</b>	<b>\$2,863,878</b>
0-01-10-551-000	WU - Admin - Admin - Utility Services	\$146,400	\$135,454	\$177,540	\$174,681	\$162,624	\$114,165	\$163,878
0-40-50-551-000	WU - Ops - PowerAndPump - Utility Services	\$2,563,016	\$2,588,761	\$2,700,000	\$2,556,208	\$2,700,000	\$1,809,745	\$2,700,000
<b>560-000</b>	<b>Repairs and Maintenance - Water System</b>	<b>\$43,342</b>	<b>\$312,502</b>	<b>\$221,000</b>	<b>\$151,433</b>	<b>\$221,000</b>	<b>\$252,899</b>	<b>\$211,000</b>



## Operating Expense Detail

		FY 2016-2017 Actuals	FY 2017 - 2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019 - 2020 Actual	FY 2020-2021 Proposed Budget
<b>OPERATING EXPENSES (Detail)</b>								
0-40-50-501-000	W/U - Ops - Powerand Pump - Emergency Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0-40-50-560-000	WU - Ops - Source - Repairs and Maintenance - Water System	\$8,292	\$5,730	\$50,000	\$40,658	\$50,000	\$5,695	\$40,000
0-40-60-560-000	WU - Ops - TandD - Repairs and Maintenance - Water System	\$35,050	\$306,772	\$171,000	\$110,775	\$171,000	\$247,204	\$171,000
<b>561-000</b>	<b>Repairs and Maintenance - Other than Water System</b>	<b>\$708,299</b>	<b>\$380,061</b>	<b>\$627,150</b>	<b>\$452,061</b>	<b>\$700,750</b>	<b>\$287,033</b>	<b>\$747,900</b>
0-01-10-561-000	WU - Admin - Admin - Repairs and Maintenance - Other than Water System	\$12,158	\$21,555	\$0	\$18,987	\$0	\$0	\$0
0-02-10-561-000	WU - IT - Admin - Repairs and Maintenance - Other than Water System	\$486,797	\$252,860	\$397,150	\$355,365	\$488,750	\$220,674	\$458,900
0-10-40-561-000	WU - Qual - Purification - Repairs and Maintenance - Other than Water System	\$1,464	\$1,714	\$2,000	\$3,796	\$3,000	\$2,472	\$4,000
0-40-60-561-000	WU - Ops - TandD - Repairs and Maintenance - Other than Water System	\$207,879	\$103,933	\$228,000	\$73,912	\$209,000	\$63,887	\$285,000
<b>562-000</b>	<b>Office Supplies</b>	<b>\$13,196</b>	<b>\$20,307</b>	<b>\$22,000</b>	<b>\$20,307</b>	<b>\$22,000</b>	<b>\$11,901</b>	<b>\$22,000</b>
0-31-10-562-000	WU - Accounting - Admin - Office Supplies	\$13,196	\$20,307	\$22,000	\$20,307	\$22,000	\$11,901	\$22,000
<b>563-000</b>	<b>Operating Supplies</b>	<b>\$565,140</b>	<b>\$758,364</b>	<b>\$1,252,050</b>	<b>\$962,750</b>	<b>\$1,356,300</b>	<b>\$710,026</b>	<b>\$1,095,300</b>
0-01-10-563-000	WU - Admin - Admin - Operating Supplies	\$1,517	\$727	\$5,000	\$3,651	\$5,000	\$996	\$5,000
0-02-10-563-000	WU - IT - Admin - Operating Supplies	\$66,131	\$75,827	\$61,000	\$58,465	\$61,000	\$25,827	\$61,000
0-10-40-563-000	WU - Qual - Purification - Operating Supplies	\$6,868	\$12,779	\$15,000	\$24,910	\$15,000	\$7,680	\$21,000
0-20-10-563-000	WU - Eng - Admin - Operating Supplies	\$115	\$341	\$300	\$147	\$300	\$0	\$300
0-21-10-563-000	WU - Const - Admin - Operating Supplies	\$3,230	\$3,665	\$4,500	\$5,243	\$4,500	\$1,618	\$4,500
0-22-10-563-000	WU - Plan - Admin - Operating Supplies	\$346	\$2,956	\$1,250	\$332	\$1,000	\$137	\$1,000
0-30-20-563-000	WU - Bill - Collection - Operating Supplies	\$2,520	\$2,547	\$3,500	\$2,688	\$4,500	\$4,323	\$4,500
0-31-10-563-000	WU - Acctg - Admin - Operating Supplies	\$2,776	\$2,664	\$2,500	\$2,184	\$3,000	\$992	\$6,000
0-40-30-563-000	WU - Ops - Source - Operating Supplies	\$38,008	\$49,962	\$75,000	\$52,877	\$60,000	\$46,450	\$210,000
0-40-40-563-000	WU - Ops - Purification - Operating Supplies	\$34,245	\$48,115	\$78,000	\$115,070	\$101,000	\$40,982	\$91,000
0-40-50-563-000	WU - Ops - PowerAndPump - Operating Supplies	\$36,568	\$22,616	\$95,000	\$53,144	\$185,000	\$164,259	\$35,000
0-40-60-563-000	WU - Ops - TandD - Operating Supplies	\$251,688	\$268,781	\$250,000	\$590,894	\$255,000	\$265,180	\$255,000
0-40-50-563-010	WU - Ops - PowerAndPump - Operating Supplies - Invty. Stock	\$1,857	\$6,580	\$15,000	\$53,144	\$15,000	\$11,873	\$15,000
0-40-60-563-010	WU - Ops - TandD - Operating Supplie - Invty. Stock	\$119,269	\$260,804	\$646,000	\$0	\$646,000	\$139,710	\$386,000
<b>564-000</b>	<b>Fuel</b>	<b>\$82,695</b>	<b>\$81,993</b>	<b>\$115,500</b>	<b>\$101,324</b>	<b>\$115,500</b>	<b>\$83,216</b>	<b>\$122,500</b>
0-40-60-564-000	WU - Ops - TandD - Fuel	\$82,695	\$81,993	\$115,500	\$101,324	\$115,500	\$83,216	\$122,500
<b>565-000</b>	<b>Bulk Water Purchase</b>	<b>\$1,009,005</b>	<b>\$847,634</b>	<b>\$1,810,176</b>	<b>\$1,225,770</b>	<b>\$1,816,176</b>	<b>\$1,157,354</b>	<b>\$1,820,176</b>
0-40-30-565-000	WU - Ops - Source - Bulk Water Purchase (Reclass)	\$1,009,005	\$847,634	\$1,810,176	\$1,225,770	\$1,816,176	\$1,157,354	\$1,820,176
<b>570-010</b>	<b>Books, Publications, Subscriptions, and Memberships</b>	<b>\$23,701</b>	<b>\$34,110</b>	<b>\$30,045</b>	<b>\$10,807</b>	<b>\$32,845</b>	<b>\$20,751</b>	<b>\$93,300</b>
0-01-10-570-010	WU - Admin - Admin - Books, Publications, Subscriptions, and Memberships	\$21,958	\$33,290	\$26,685	\$9,237	\$26,685	\$18,891	\$26,440
0-02-10-570-010	WU - IT - Admin - Books, Publications, Subscriptions, and Memberships	\$0	\$0	\$500	\$318	\$500	\$935	\$60,200
0-10-40-570-010	WU - Qual - Purification - Books, Publications, Subscriptions, and Memberships	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0-20-10-570-010	WU - Eng - Admin - Books, Publications, Subscriptions, and Memberships	\$0	\$0	\$200	\$0	\$0	\$0	\$0
0-21-10-570-010	WU - WRP - Admin - Books, Publications, Subscriptions, and Memberships	\$1,543	\$820	\$1,550	\$1,052	\$1,550	\$775	\$1,550
0-22-10-570-010	WU - Const - Admin - Books, Publications, Subscriptions, and Memberships	\$0	\$0	\$0	\$0	\$3,000	\$0	\$4,000
0-30-20-570-010	WU - Bill - Collection - Books, Publications, Subscriptions, and Memberships	\$0	\$0	\$350	\$0	\$350	\$0	\$350
0-31-10-570-010	WU - Acctg - Admin - Books, Publications, Subscriptions, and Memberships	\$200	\$0	\$760	\$200	\$760	\$150	\$760
<b>570-020</b>	<b>Books, Publications, Subscriptions, and Memberships - Board</b>	<b>\$600</b>	<b>\$375</b>	<b>\$1,025</b>	<b>\$450</b>	<b>\$1,095</b>	<b>\$150</b>	<b>\$1,095</b>
0-01-10-570-020	WU - Admin - Admin - Books, Publications, Subscriptions, and Memberships - Board	\$600	\$375	\$1,025	\$450	\$1,095	\$150	\$1,095
<b>571-010</b>	<b>Training and Development</b>	<b>\$74,294</b>	<b>\$48,120</b>	<b>\$127,580</b>	<b>\$72,074</b>	<b>\$80,880</b>	<b>\$36,387</b>	<b>\$98,500</b>
0-01-10-571-010	WU - Admin - Admin - Training and Development	\$12,209	\$14,460	\$51,700	\$33,039	\$13,500	\$11,772	\$23,500
0-02-10-571-010	WU - IT - Admin - Training and Development	\$9,363	\$4,390	\$12,000	\$2,615	\$12,000	\$972	\$10,000
0-10-40-571-010	WU - Qual - Purification - Training and Development	\$0	\$0	\$1,500	\$0	\$0	\$0	\$4,000
0-20-10-571-010	WU - Eng - Admin - Training and Development	\$705	\$705	\$1,130	\$375	\$1,130	\$375	\$500
0-21-10-571-010	WU - Const - Admin - Training and Development	\$5,341	\$1,010	\$6,250	\$1,285	\$6,250	\$1,639	\$6,250
0-22-10-571-010	WU - Plan - Admin - Training and Development	\$14,565	\$14,740	\$20,000	\$11,050	\$18,000	\$1,069	\$19,500
0-30-20-571-010	WU - Bill - Collection - Training and Development	\$75	\$0	\$3,000	\$550	\$3,000	\$0	\$4,000
0-31-10-571-010	WU - Acctg - Admin - Training and Development	\$517	\$638	\$2,000	\$1,075	\$2,000	\$187	\$5,750



## Operating Expense Detail

		FY 2016-2017 Actuals	FY 2017 - 2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019 - 2020 Actual	FY 2020-2021 Proposed Budget
<b>OPERATING EXPENSES (Detail)</b>								
0-40-60-571-010	WU - Ops - TandD - Training and Development	\$31,519	\$12,177	\$30,000	\$22,085	\$25,000	\$20,373	\$25,000
<b>572-010</b>	<b>Travel and Per Diem</b>	<b>\$40,817</b>	<b>\$45,273</b>	<b>\$84,570</b>	<b>\$46,443</b>	<b>\$106,610</b>	<b>\$44,740</b>	<b>\$118,180</b>
0-01-10-572-010	WU - Admin - Admin - Travel and Per Diem	\$28,504	\$35,131	\$38,600	\$26,873	\$59,880	\$30,191	\$62,450
0-02-10-572-010	WU - IT - Admin - Travel and Per Diem	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0-20-10-572-010	WU - Eng - Admin - Travel and Per Diem	\$20	\$2,357	\$3,760	\$0	\$1,880	\$225	\$1,880
0-21-10-572-010	WU - Const - Admin - Travel and Per Diem	\$213	\$0	\$5,000	\$0	\$5,000	\$2,195	\$7,000
0-22-10-572-010	WU - Plan - Admin - Travel and Per Diem	\$8,100	\$4,463	\$22,300	\$7,547	\$25,600	\$4,800	\$32,600
0-30-20-572-010	WU - Bill - Collection - Travel and Per Diem	\$0	\$0	\$4,425	\$1,365	\$3,765	\$1,809	\$3,765
0-31-10-572-010	WU - Acc - Admin - Travel and Per Diem	\$0	\$0	\$4,485	\$3,675	\$4,485	\$212	\$4,485
0-40-60-572-010	WU - Ops - TandD - Travel and Per Diem	\$3,980	\$3,321	\$6,000	\$6,983	\$6,000	\$5,308	\$6,000
<b>572-020</b>	<b>Travel and Per Diem - Board</b>	<b>\$8,862</b>	<b>\$8,783</b>	<b>\$17,490</b>	<b>\$6,139</b>	<b>\$20,970</b>	<b>\$0</b>	<b>\$20,970</b>
0-01-10-572-020	WU - Admin - Admin - Travel and Per Diem - Board	\$8,862	\$8,783	\$17,490	\$6,139	\$20,970	\$0	\$20,970
<b>573-010</b>	<b>Meeting Expense</b>	<b>\$2,288</b>	<b>\$3,702</b>	<b>\$26,400</b>	<b>\$8,683</b>	<b>\$37,290</b>	<b>\$12,927</b>	<b>\$42,740</b>
0-01-10-573-010	WU - Admin - Admin - Meeting Expense	\$2,034	\$3,544	\$13,500	\$4,158	\$26,440	\$8,847	\$26,440
0-20-10-573-010	WU - Eng - Admin - Meeting Expense	\$254	\$0	\$1,050	\$0	\$1,050	\$0	\$600
0-21-10-573-010	WU - Const - Admin - Meeting Expense	\$0	\$158	\$3,250	\$0	\$3,250	\$2,200	\$7,500
0-22-10-573-010	WU - WRP - Admin - Meeting Expense	\$0	\$0	\$0	\$0	\$5,950	\$880	\$7,600
0-31-10-573-010	WU - Acctg - Admin - Meeting Expense	\$0	\$0	\$600	\$0	\$600	\$0	\$600
0-40-60-573-010	WU - Ops - TandD - Meeting Expense	\$0	\$0	\$8,000	\$4,525	\$0	\$1,000	\$0
<b>573-020</b>	<b>Meeting Expense - Board</b>	<b>\$5,680</b>	<b>\$5,054</b>	<b>\$14,075</b>	<b>\$7,609</b>	<b>\$9,952</b>	<b>\$914</b>	<b>\$6,952</b>
0-01-10-573-020	WU - Admin - Admin - Meeting Expense - Board	\$5,680	\$5,054	\$14,075	\$7,609	\$9,952	\$914	\$6,952
<b>582-000</b>	<b>Interest Expense</b>	<b>\$3,440,092</b>	<b>\$3,639,100</b>	<b>\$3,460,087</b>	<b>\$3,139,065</b>	<b>\$3,268,048</b>	<b>\$2,126,288</b>	<b>\$3,067,232</b>
0-00-00-582-000	WU - Interest Expense	\$3,440,092	\$3,639,100	\$3,460,087	\$3,139,065	\$3,268,048	\$2,126,288	\$3,067,232
<b>Water Utility Fund Bond and Loan Repayment</b>		<b>\$4,717,296</b>	<b>\$4,884,833</b>	<b>\$4,883,749</b>	<b>\$4,883,749</b>	<b>\$5,017,034</b>	<b>\$4,657,465</b>	<b>\$5,160,541</b>
<b>682-000</b>	<b>Debt Principal Repayment</b>	<b>\$4,717,296</b>	<b>\$4,884,833</b>	<b>\$4,883,749</b>	<b>\$4,883,749</b>	<b>\$5,017,034</b>	<b>\$4,657,465</b>	<b>\$5,160,541</b>
0-00-00-682-000	WU - Debt Principal Repayment	\$4,717,296	\$4,884,833	\$4,883,749	\$4,883,749	\$5,017,034	\$4,657,465	\$5,160,541
<b>Water Utility Fund - Non Cash Operating Expenses</b>		<b>\$7,440,452</b>	<b>\$7,632,727</b>	<b>\$7,972,818</b>	<b>\$6,864,701</b>	<b>\$7,972,818</b>	<b>\$4,731,665</b>	<b>\$7,210,721</b>
0-00-90-580-000	WU - Depreciation - Depreciation	\$6,821,400	\$6,931,203	\$7,314,750	\$6,153,980	\$7,314,750	\$4,606,387	\$6,500,000
0-00-90-581-000	WU - Depreciation - Amortization	\$660,984	\$743,456	\$700,000	\$752,653	\$700,000	\$153,232	\$752,653
0-00-90-582-000	WU - Bond Inflows & Outflows	-\$41,932	-\$41,932	-\$41,932	-\$41,932	-\$41,932	-\$27,954	-\$41,932

## New Capital Outlay

	FY 2016- 2017 Actual	FY 2017- 2018 Actual	FY 2018- 2019 Budget	FY 2018- 2019 Actual	FY 2019 - 2020 Budget	FY 2019- 2020 Actual	Proposed Budget FY 2020- 2021
<b>CAPITAL Outlay (New Appropriations)</b>	<b>\$1,175,237</b>	<b>\$471,275</b>	<b>\$1,915,000</b>	<b>\$51,024</b>	<b>\$1,918,000</b>	<b>\$550,972</b>	<b>\$1,625,200</b>
<b>Water Utility Fund (Misc. Capital Purchases - Replacement)</b>	<b>\$470,491</b>	<b>\$407,020</b>	<b>\$1,267,000</b>	<b>\$44,125</b>	<b>\$915,000</b>	<b>\$453,042</b>	<b>\$1,172,000</b>
10-01-00-604-999 WU-Admin-RandR Capital Purchases	\$0	\$0	\$90,000	\$0	\$0	\$0	\$0
10-02-00-604-999 WU-IT-RandR Capital Purchases	\$50,588	\$216,357	\$427,000	\$44,025	\$565,000	\$147,940	\$270,000
10-10-40-604-999 WU-Qual-Purification-RandR Capital Purchases	\$0	\$0	\$37,000	\$0	\$0	\$0	\$0
10-21-00-604-999 WU-Const/Admin/Capital Purchases	\$1,669	\$39,491	\$10,000	\$100	\$10,000	\$0	\$10,000
10-30-00-604-999 WU-Fiscal-RandR Capital Purchases	\$0	\$0	\$33,000	\$0	\$0	\$0	\$150,000
10-40-00-604-999 WU-Ops-RandR Capital Purchases	\$418,234	\$151,172	\$670,000	\$0	\$340,000	\$305,102	\$742,000
<b>Water Utility Fund (Misc. Capital Purchases - New)</b>	<b>\$704,746</b>	<b>\$64,256</b>	<b>\$648,000</b>	<b>\$6,899</b>	<b>\$1,003,000</b>	<b>\$97,930</b>	<b>\$453,200</b>
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	\$35,567	\$0	\$310,000	\$6,899	\$425,000	\$6,899	\$425,000
10-10-40-605-999 WU-Qual-Expansion Capital Purchases	\$0	\$0	\$0	\$0	\$0	\$0	\$0
10-21-00-605-999 WU-Const/Admin/Capital Purchases	\$1,021	\$0	\$10,000	\$0	\$100,000	\$0	\$10,000
10-30-00-605-999 WU-Fiscal-RandR Capital Purchases	\$596,689	\$54,384	\$0	\$0	\$0	\$0	\$0
10-31-00-605-999 WU-Const/Admin/Capital Purchases	\$0	\$0	\$0	\$0	\$3,000	\$0	\$0
10-40-00-605-999 WU-Ops-Expansion Capital Purchases	\$71,469	\$9,872	\$328,000	\$0	\$475,000	\$91,031	\$18,200
<b>CAPITAL OUTLAY - CIP (New Appropriations)</b>	<b>\$1,229,143</b>	<b>\$1,428,714</b>	<b>\$5,325,000</b>	<b>\$8,372,336</b>	<b>\$6,530,001</b>	<b>\$2,988,303</b>	<b>\$28,310,000</b>
<b>Water Utility Fund (Capital Outlay - Rehabilitation &amp; Replacement- Design)</b>	<b>\$13,994</b>	<b>\$355,061</b>	<b>\$170,000</b>	<b>\$119,523</b>	<b>\$370,000</b>	<b>\$74,385</b>	<b>\$1,090,000</b>
10-20-00-604-000 WU/Eng-Permit Fees	\$0	\$0	\$20,000	\$3,138	\$20,000	\$123	\$10,000
10-20-00-604-001 WU-Eng-ALLR-KW-07 Paua Valley Tank Repair	\$0	\$51,764	\$0	\$16,539	\$0	\$0	\$0
10-20-00-604-006 WU-Eng-34%R-PLH-28 Hanamaulu Main (Hoohana Street)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
10-20-00-604-007 WU-Eng-ALLR-WK-11a Upper Wailua Houselots Main Rpl	\$0	\$0	\$0	\$0	\$0	\$0	\$0
10-20-00-604-009 WU-Eng-ALLR-Hanapepe Stream Crossing	\$0	\$0	\$0	\$0	\$0	\$0	\$0
10-20-00-604-013 WU-Eng-ALLR-PLH-32 Rice St Kapule Intersection	\$0	\$0	\$0	\$0	\$0	\$0	\$0
10-20-00-604-120 WU-Eng-Kilauea 1.0 MG tank (RR 10%)	\$3,740	\$2,671	\$0	\$0	\$0	\$0	\$0
10-20-00-604-146 WU-Eng-Hanapepe-Elelee Connecting Pipeline HE-1 and HE-10 (RR 12%)	\$10,254	\$71,960	\$0	\$12,999	\$0	\$37,126	\$0
10-20-00-604-147 WU-Eng-Rehabilitate Puupilo Steel tank	\$0	\$0	\$0	\$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	\$0	\$1,283	\$0	\$37,136	\$0
10-20-00-604-149 WU-Eng-Kuhio Hwy (N. Papalooa to Waikaea Canal) Main Replace (RR 56%)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
10-20-00-604-150 WU-Eng-Makanui and Kuai Road Main Replacement (RR 37%)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
10-20-00-604-151 KP-14a Koloa 6" and 12" Main Replacement plus additional area (Wailani and Waihoonou)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
10-20-00-604-152 WU-Eng-Hoona, Hoone, Pane Road main replacement (RR 37%)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
10-20-00-604-157 Kilauea Wells MCC rehab	\$0	\$228,666	\$0			\$0	\$0
10-20-00-604-163 WU-Eng-ALLR-18-8 Limahuli Stream and Mānoa Stream Water Line Repairs	\$0	\$0	\$0	\$85,564	\$350,000	\$0	\$0
10-20-00-604-162 WU-Eng-17-13 & 14, Engineering Services for Islandwide Vulnerability and Resiliency Assessment.	\$0	\$0	\$150,000			\$0	\$0
10-20-00-604-169 Baseyard MP Ph 1	\$0	\$0	\$0	\$0	\$0	\$0	\$1,080,000

## New Capital Outlay

		FY 2016- 2017 Actual	FY 2017- 2018 Actual	FY 2018- 2019 Budget	FY 2018- 2019 Actual	FY 2019 - 2020 Budget	FY 2019- 2020 Actual	Proposed Budget FY 2020- 2021
<b>Water Utility Fund (Misc. Capital Purchases - Expansion)</b>		\$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%)							
<b>Water Utility Fund (Capital Projects - R&amp;R - Construction)</b>		\$315,299	\$5,650	\$5,155,000	\$3,564,521	\$5,255,000	\$895,234	\$17,705,000
10-21-00-604-017	WU/Cns/1.45%R-18In Cane Haul Main (1.45% RR of \$3.15M)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
10-21-00-604-029	WU/Const/Capital Outlay/09-01, Yamada Tank, Clearwell & connecting PL	\$0	\$0	\$0	\$0	\$0	\$0	\$13,200,000
10-21-00-604-033	WU-Cns-ALLR-13-07, Koloa Well D Repairs (Sub 20 per Dustin)	\$315,299	\$5,650	\$0	\$0	\$0	\$0	\$0
10-21-00-604-035	WU-Cns-ALLR-XX-YY, HE-14, Eleele Booster Rehab	\$0	\$0	\$0	\$1,073,665	\$0	\$34,492	\$0
10-21-00-604-102	WU-Cns-44%R-10-01 Ani-01b-Anini Rd WL DOW-Princl	\$0	\$0	\$0	\$0	\$0	\$0	\$0
10-21-00-604-132	WU-Cns-ALLR-13-05 Kolo Road Main (Kilauea School)	\$0	\$0	\$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	\$0	\$2,490,856	\$0	\$860,742	\$0
10-21-00-604-001	Paua Valley Tank Repair	\$0	\$0	\$1,400,000	\$0	\$1,400,000	\$0	\$0
10-21-00-604-157	Kilauea 1&2 MCC (engineer's estimate - \$2.576M)	\$0	\$0	\$3,755,000	\$0	\$3,755,000	\$0	\$3,755,000
10-21-00-604-167	Kukuiohono Tank Demo					\$100,000	\$0	\$750,000
10-21-00-604-XXX	02-06, WKK-15 - Construct Kilauea 466 Tank, 1.0MG, Puu Pane Well 3 (R&R - 10%) (Total= \$5M)					\$0	\$0	\$0
<b>Water Utility Fund (Capital Outlay - Rehabilitation &amp; Replacement- Operations)</b>		\$0	\$0	\$0	\$0	\$1	\$0	\$2,840,000
10-40-00-604-166	SWTP - Water Treatment Delivery Agreement with Grove Farm - R&R	\$0	\$1,050	\$0		\$1	\$212,679	\$2,840,000
<b>Water Utility Fund (Capital Projects - Exp - Construction)</b>		\$0	\$0	\$0	\$2,302,856	\$0	\$1,394,452	\$0
10-21-00-605-118	WU/Const/Capital Outlay/WK-39-Kapaia Homestead Well No. 4 (100% Expansion)	\$0	\$0	\$0	\$750,000	\$0	\$0	\$0
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	\$0	\$0	\$0	\$0	\$0
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	\$0	\$1,552,856	\$0	\$1,126,224	\$0
10-21-00-605-017	Kapaia Cane Haul Road 18" Main (98.55% Exp) \$3,241,350	\$0	\$0	\$0	\$0	\$0	\$268,228	\$0
<b>FRC Fund (Capital Projects - Expansion - Design )</b>		\$33,657	\$190,102	\$0	\$85,510	\$680,000	\$0	\$450,000
20-20-00-605-006	FRC-Eng-66%E-PLH-28 Hanamaulu Main (Hooahana Street)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20-20-00-605-010	FRC-Eng-ALLE-Wailua Homesteads 538 1.0 MG Tank	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20-20-00-605-014	FRC-Eng-ALLE-Purchase Water System 1	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20-20-00-605-016	FRC-Eng-ALLE-Poipu 1 MG Storage Tank	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20-20-00-605-018	FRC-Eng-ALLE-H-08 Hanalei Well 2	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20-20-00-605-019	FRC-Eng-E-Kapaia SWTP Expansion	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20-20-00-605-120	FRC-Eng-Kilauea 1.0 MG tank (EXP 90%)	\$33,657	\$0	\$0	\$0	\$0	\$0	\$0
20-20-00-605-148	FRC-Eng-Kuhio Hwy (Hardy-Oxford) 16" Main replacement (EXP 44% of \$150K)	\$0	\$0	\$0		\$0	\$0	\$0
20-20-00-605-149	FRC-Eng-Kuhio Hwy (N. Papaloa to Waikaea Canal) Main Replacement (EXP 44%)	\$0	\$0	\$0		\$0	\$0	\$0
20-20-00-605-150	FRC-Eng-Makanui and Kuai Road Main Replacement (EXP 63%)	\$0	\$0	\$0		\$0	\$0	\$0
20-20-00-605-151	KP-14A Koloa 6" & 12" Main Repla + addtl area (Wailani & Waihihino Rds, prt of KP-14 (Exp 50%))	\$0	\$0	\$0		\$0	\$0	\$0
20-20-00-605-152	FRC-Eng-Hoona, Hoone, Pane Road main replacement (EXP 63%)	\$0	\$0	\$0		\$0	\$0	\$0
20-20-00-605-154	FRC-Eng-Drill and Test Kilauea Well #3 (EXP)	\$0	\$2,760	\$0		\$0	\$0	\$0
20-20-00-605-155	FRC-Eng-Wainiha Well #4 (EXP)	\$0	\$0	\$0		\$160,000	\$0	\$0
20-20-00-605-156	FRC-Eng-land acquisition for Kilauea Well #3	\$0	\$0	\$0		\$0	\$0	\$0
20-20-00-605-156	FRC-Eng-land acquisition for jelly factory booster pump	\$0	\$0	\$0		\$0	\$0	\$0
20-20-00-605-156	FRC-Eng-land acquisition for Poipu tank	\$0	\$0	\$0		\$0	\$0	\$0
20-20-00-605-153	FRC-Eng-Haena 0.2 MG tank	\$0	\$187,342	\$0	\$85,510	\$30,000	\$0	\$0

## New Capital Outlay

		FY 2016- 2017 Actual	FY 2017- 2018 Actual	FY 2018- 2019 Budget	FY 2018- 2019 Actual	FY 2019 - 2020 Budget	FY 2019- 2020 Actual	Proposed Budget FY 2020- 2021
20-20-00-605-156	FRC-Eng-land acquisition for SWTP expansion	\$0	\$0	\$0		\$0	\$0	\$0
20-20-00-605-118	Develop Kapaa Well No. 4 site improvements (production well)		\$0	\$0		\$450,000	\$0	\$450,000
20-20-00-605-117	UH Experiment Station Tank - land acquisition		\$0	\$0		\$0	\$0	\$0
20-20-00-605-168	Kalaheo System Improvements - recertify plans/permits		\$0	\$0		\$40,000	\$0	\$0
<b>FRC Fund (Capital Projects - Expansion - Construction)</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$225,000</b>	<b>\$0</b>	<b>\$225,000</b>
20-21-00-605-017	FRC-Eng-ALLE-18IN Cane Haul Road Main	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20-21-00-605-029	FRC-Cns-56%E-09-01 Yamada Tank Clearwell, Conn Pip	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20-21-00-605-102	WU/Const/Capital Outlay/10-01 Ani-01b anini Rd. WL DOW -Princevl (56% Exp)	\$0	\$0	\$0	\$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	\$0	\$0	\$0	\$0	\$0
20-21-00-605-161	Hanapepe River Bridge, Kaunualii Hwy. Rt. 50, HI STP SR50 (1) Project, Hanapepe, Kauai, HI	\$0	\$0	\$0	\$0	\$225,000	\$0	\$225,000
20-21-00-605-XXX	02-06, WKK-15 - Construct Kilauea 466 Tank, 1.0MG, Puu Pane Well 3 (Expansion - 90%)					\$0	\$0	\$0
<b>Bond Fund (Capital Projects - R&amp;R - Construction)</b>		<b>\$866,193</b>	<b>\$877,902</b>	<b>\$0</b>	<b>\$1,623,383</b>	<b>\$0</b>	<b>\$44,514</b>	<b>\$0</b>
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	\$0	\$0	\$0	\$0	\$0
30-21-00-604-107	BAB-Cns-ALLR-XX-YY KP-09-MCC Chlor KoloaWell16-A,E	\$0	\$877,902	\$0	\$1,623,383	\$0	\$44,514	\$0
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	\$0	\$0	\$0	\$0	\$0
30-21-00-604-114	BAB-Cns-ALLR-XX-YY PLH-39a-Lihue Baseyard Imprvmt	\$605,698	\$0	\$0	\$0	\$0	\$0	\$0
30-21-00-604-120	BAB-Cns-10%R-0206WKK15-Kilauea 466 Tnk Puu Pane W3	\$0	\$0	\$0	\$0	\$0	\$0	\$0
30-21-00-604-129	BAB-Cns-ALLR-11-10 8IN WL Halewili, Kaum to HHale	\$260,495	\$0	\$0	\$0	\$0	\$0	\$0
30-21-00-604-136	BAB-Cns-11%R-XX-YY H-05 Weke Anae Hee 6-8IN Mains	\$0	\$0	\$0	\$0	\$0	\$0	\$0
30-21-00-604-017	BAB-Cns-Kapaia Cane Haul Road 18" main (1.45% R&R - \$3,241,350))	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Bond Fund (Capital Projects: Expansion - Design)</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
30-20-00-605-139	BAB-Eng-ALLE-Moloaa Tank Site Acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
30-20-00-605-140	BAB-Eng-ALLE-Koloa Well F Land Acquisition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Bond Fund (Capital Projects - Expansion - Construction)</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$676,543</b>	<b>\$0</b>	<b>\$579,718</b>	<b>\$6,000,000</b>
30-21-00-605-102	BAB-Cns-56%E-10-01 Ani-01b-Anini Rd WL DOW-Princvl	\$0	\$0	\$0	\$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	\$0	\$0	\$0	\$0	\$0
30-21-00-605-118	BAB-Cns-ALLE-WK-39-Kapaa Homestead Well No. 4	\$0	\$0	\$0	\$676,543	\$0	\$579,718	\$0
30-21-00-605-120	BAB-Cns-90%E-0206WKK15-Kilauea 466 Tnk Puu Pane W3	\$0	\$0	\$0	\$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	\$0	\$0	\$0	\$0	\$0
30-21-00-605-029	BAB-Cns-CO-09-01 Kalaheo 1111' & 1112' WS Improv Pkg A,B,C	\$0	\$0	\$0	\$0	\$0	\$0	\$6,000,000
30-21-00-605-017	BAB-Cns-CO-Kapaia Cane Haul Road 18" Main (98.55% Exp \$3,241,350)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>SRF Fund (Capital Projects - R&amp;R - Construction)</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
60-21-00-604-029	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 \$19.2M) <b>Cumulative 52% R&amp;R/48% Expansion - \$ 9,984,000</b>							\$0
60-21-00-604-114	SRF-Cns-ALLR-X-YY PLH-39a-Lihue Baseyard Imprvmts	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**REVENUES**

Account	Description	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 YTD Actual	FY 2020-2021 Budget
<b>Water Utility Fund</b>		<b>\$ 32,006,961</b>	<b>\$ 30,832,569</b>	<b>\$ 40,348,139</b>	<b>\$ 36,894,780</b>	<b>\$ 34,762,769</b>	<b>\$ 24,466,328</b>	<b>\$ 32,743,700</b>
10-00-00-400-000	WU/Water Sales	\$ 28,445,143	\$ 27,910,121	\$ 29,354,767	\$ 27,959,468	\$ 26,929,850	\$ 20,542,034	\$ 24,174,189
10-00-00-405-000	WU/Revenue from Public Fire Protection	\$ 2,133,294	\$ 2,136,510	\$ 2,133,294	\$ 2,174,298	\$ 2,136,510	\$ 1,630,724	\$ 2,174,298
10-00-00-410-000	WU/Other Water Revenue	\$ 335,888	\$ 395,067	\$ 250,000	\$ 348,905	\$ 250,000	\$ 133,537	\$ 300,000
10-00-00-430-000	WU/Federal Grants (FEMA)			\$ -	\$ 32,228	\$ 828,535		\$ 828,535
10-00-00-432-000	WU/State Grants	\$ 330,405		\$ 7,869,595	\$ 3,754,453	\$ 3,800,000	\$ 1,350,364	\$ 4,500,000
10-00-00-440-000	WU/Capital Contributions - Cash Receipts	\$ 619,529	\$ 604,085	\$ 634,482	\$ 586,575	\$ 611,874	\$ 438,912	\$ 560,679
10-00-00-440-010	WU/Capital Contributions - Non - Cash receipts	\$ -		\$ -		\$ -		\$ -
10-00-00-453-000	WU/Net Increase in Fair Value of Investments	\$ (294,918)	\$ (807,073)	\$ -	\$ 1,150,866	\$ -	\$ -	\$ -
10-00-00-461-000	WU/Investment Income	\$ 417,287	\$ 567,364	\$ 100,000	\$ 812,034	\$ 200,000	\$ 367,216	\$ 200,000
10-00-00-470-000	WU/Gain or Loss on Disposal of Capital Assets	\$ 18,554	\$ 18,554	\$ 5,000		\$ 5,000		\$ 5,000
10-00-00-480-000	WU/Gain or Loss from the Retirement of Debt			\$ -		\$ -		\$ -
10-00-00-490-000	WU/Miscellaneous Revenues	\$ 1,781	\$ 7,940	\$ 1,000	\$ 75,953	\$ 1,000	\$ 3,541	\$ 1,000
<b>Non-Revenue Cash Inflow</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
10-00-00-498-300	WU/Bond Proceeds - BAB	\$ -		\$ -		\$ -		\$ -
10-00-00-499-600	WU/Loan Proceeds - SRF Loan			\$ -		\$ -		\$ -
<b>FRC Fund</b>		<b>\$ 613,657</b>	<b>\$ 1,093,629</b>	<b>\$ 671,921</b>	<b>\$ 696,519</b>	<b>\$ 662,232</b>	<b>\$ 1,057,131</b>	<b>\$ 640,291</b>
20-00-00-424-000	FRC/Facility Reserve Charge	\$ 348,145	\$ 834,735	\$ 400,000	\$ 437,130	\$ 400,000	\$ 869,000	\$ 400,000
20-00-00-440-000	WU/Capital Contributions - Cash Receipts (BAB Subsidy)	\$ 265,512	\$ 258,894	\$ 271,921	\$ 259,389	\$ 262,232	\$ 188,131	\$ 240,291
20-00-00-453-000	FRC/Net Increase in Fair Value of Investments			\$ -		\$ -		\$ -
20-00-00-461-000	FRC/Investment Income	\$ -		\$ -		\$ -		\$ -
<b>BAB Fund</b>		<b>\$ 60,752</b>	<b>\$ 151,726</b>	<b>\$ 35,000</b>	<b>\$ 225,696</b>	<b>\$ 35,000</b>	<b>\$ 206,070</b>	<b>\$ 35,000</b>
30-00-00-453-000	BAB/Net Increase in Fair Value of Investments	\$ (229,160)	\$ (104,183)	\$ (30,000)	\$ (13,847)	\$ (30,000)	\$ 99,385	\$ (30,000)
30-00-00-461-000	BAB/Investment Income	\$ 289,912	\$ 255,909	\$ 65,000	\$ 239,543	\$ 65,000	\$ 106,684	\$ 65,000
<b>SRF Fund</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
60-00-00-430-000	SRF/Federal Grants	\$ -				\$ -		\$ -
60-00-00-453-000	SRF/Net Increase in Fair Value of Investments	\$ -		\$ -		\$ -		\$ -

As of 3/31/2020

**FY 2020 - 2021 Water Sales Projection**

**WU/Water Sales**

Estimated Water Sales - FY 2019- 2020 (see Sch. 1)		24,174,188.62
Estimated Water Sales Increase (growth projection)	0.00%	-
Estimated Power Cost Adjustment (\$0.0 pending approved water rate study)		-

**Projected Water Sales FY 2020-2021**

**24,174,188.62**

**Sch. 1**

**Year To Date Water Sales (7 months)**

July, 2019 to March 2020 (Actual)	75%	\$ 18,085,665.00
April to June, 2020	25%	6,088,523.62
Estimated Annual		<b>\$ 24,174,188.62</b>

24,174,188.62

Metered Consumption - in million gallons (MG)				Ratio	MG Increase/ (Decrease)	% Increase/ (Decrease)
	FY 2018	FY 2019	FY 2020			
July	383.831	344.364	365.892			
August	380.414	348.569	362.067			
September	399.598	325.351	369.751			
October	373.247	328.575	328.084			
November	329.959	306.129	306.312			
December	310.680	303.733	304.626			
January	321.919	299.365	290.040			
February	312.188	305.811	285.156		(20.655)	-7%
March	292.542	309.819	287.939	75%	(21.880)	-7%
April	294.834	331.857				
May	292.845	339.334				
June	322.526	378.527				
Add: April to June, 2020 (based on the last three months (April to February, 2019) average water consumption multiplied by 93%; 7% decrease)						
February, 2020 estimated			-			
March, 2020, estimated			-			
April, 2020, estimated			325.413			
May, 2020, estimated			325.413		976.238	325.413
June, 2020, estimated			325.413	25%		
	<u>4,014.583</u>	<u>3,921.434</u>	<u>3,876.105</u>		(45.329)	-1%
FY 2020 Estimated increase in water usage						
		<u>(93)</u>	<u>(45)</u>			
<b>Equivalent rate increase (decrease)</b>		<u><b>-2.3%</b></u>	<u><b>-1.2%</b></u>			

June 30, 2019

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
2,645	6-inch Fire Hydrants	\$67.00 a month	\$804.00	\$ 2,126,580.00
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
2,983	<b>TOTAL</b>			<b>\$ 2,174,298.00</b>



STATE OF HAWAII									
APPROPRIATIONS ACT OF 2019 - ACT 40, SLH 2019									
CAPITAL IMPROVEMENT PROJECTS									
TC	Fund	FY	Acct No	Dept	Prog ID	Lapse Date	Section Item	Title	AMOUNT
411	B	2019	400	X	SUB501	20220630	4-K24	KALAHEO-LAWAI-OMAO WTR SYS, KAUAI-L/S	2,200,000.00
411	B	2019	401	X	SUB501	20220630	4-K24	KALAHEO-LAWAI-OMAO WTR SYS, KAUAI-DES	0.00
411	B	2019	402	X	SUB501	20220630	4-K24	KALAHEO-LAWAI-OMAO WTR SYS, KAUAI-CON	0.00
411	B	2019	403	X	SUB501	20220630	4-K24	KALAHEO-LAWAI-OMAO WTR SYS, KAUAI-EQP	0.00
411	B	2019	404	X	SUB501	20220630	4-K25	KILAUEA WATER SYSTEM, KAUAI-L/S	1,300,000.00
411	B	2019	405	X	SUB501	20220630	4-K25	KILAUEA WATER SYSTEM, KAUAI-DES	0.00
411	B	2019	406	X	SUB501	20220630	4-K25	KILAUEA WATER SYSTEM, KAUAI-CON	0.00
411	B	2019	407	X	SUB501	20220630	4-K25	KILAUEA WATER SYSTEM, KAUAI-EQP	0.00
411	B	2019	408	X	SUB501	20220630	4-K26	WAIMEA-KEKAHA WTR SYS, KAUAI-L/S	1,000,000.00
411	B	2019	409	X	SUB501	20220630	4-K26	WAIMEA-KEKAHA WTR SYS, KAUAI-DES	0.00
411	B	2019	410	X	SUB501	20220630	4-K26	WAIMEA-KEKAHA WTR SYS, KAUAI-CON	0.00
411	B	2019	411	X	SUB501	20220630	4-K26	WAIMEA-KEKAHA WTR SYS, KAUAI-EQP	0.00
TOTAL - COUNTY OF KAUAI (MOF C)									4,500,000.00
411	S	2019	935	X	SUB501	20220630	4-K24	KALAHEO-LAWAI-OMAO WTR SYS, KAUAI-L/S	440,000.00
411	S	2019	936	X	SUB501	20220630	4-K24	KALAHEO-LAWAI-OMAO WTR SYS, KAUAI-DES	0.00
411	S	2019	937	X	SUB501	20220630	4-K24	KALAHEO-LAWAI-OMAO WTR SYS, KAUAI-CON	0.00
411	S	2019	938	X	SUB501	20220630	4-K24	KALAHEO-LAWAI-OMAO WTR SYS, KAUAI-EQP	0.00
411	S	2019	939	X	SUB501	20220630	4-K25	KILAUEA WATER SYSTEM, KAUAI-L/S	260,000.00
411	S	2019	940	X	SUB501	20220630	4-K25	KILAUEA WATER SYSTEM, KAUAI-DES	0.00
411	S	2019	941	X	SUB501	20220630	4-K25	KILAUEA WATER SYSTEM, KAUAI-CON	0.00
411	S	2019	942	X	SUB501	20220630	4-K25	KILAUEA WATER SYSTEM, KAUAI-EQP	0.00
411	S	2019	943	X	SUB501	20220630	4-K26	WAIMEA-KEKAHA WTR SYS, KAUAI-L/S	200,000.00
411	S	2019	944	X	SUB501	20220630	4-K26	WAIMEA-KEKAHA WTR SYS, KAUAI-DES	0.00
411	S	2019	945	X	SUB501	20220630	4-K26	WAIMEA-KEKAHA WTR SYS, KAUAI-CON	0.00
411	S	2019	946	X	SUB501	20220630	4-K26	WAIMEA-KEKAHA WTR SYS, KAUAI-EQP	0.00
TOTAL - COUNTY OF KAUAI (MOF S)									900,000.00
TOTAL - COUNTY OF KAUAI - 220									5,400,000.00

General Expenses - Admin

Account	Description	2016-2017 Actual	2017-2018 Actuals	2018-2019 Budget	2018-2019 Actuals	2019-2020 Budget	2019-2020 YTD Actual	2020-2021 Budget
Water Utility Fund								
<a href="#">10-01-10-540-010</a>	WU/Admin/Admin/Professional Services - General	\$ 38,695	\$ 22,257	\$ 365,800	\$ 135,925	\$ 371,300	\$ 152,781	\$ 383,800
<a href="#">10-01-10-541-010</a>	WU/Admin/Admin/Other Services - General	\$ 4,908	\$ 167	\$ 2,178	\$ 1,966	\$ 2,178	\$ 1,273	\$ 1,188
<a href="#">10-01-10-542-010</a>	WU/Admin/Admin/Public Relations	\$ 62,009	\$ 97,148	\$ 111,300	\$ 78,061	\$ 80,089	\$ 55,286	\$ 115,725
<a href="#">10-01-10-542-020</a>	WU/Admin/Admin/Procurement Advertising	\$ 10,069	\$ 12,550	\$ 10,000	\$ -	\$ 10,000	\$ 5,497	\$ 10,000
<a href="#">10-01-10-544-000</a>	WU/Admin/Admin/Freight and Postage Services	\$ -	\$ 6,503	\$ 12,870	\$ 2,113	\$ 12,870	\$ 1,412	\$ 12,870
<a href="#">10-01-10-545-000</a>	WU/Admin/Admin/Rentals and Leases	\$ 20,000	\$ 20,000	\$ 52,900	\$ 20,595	\$ 50,900	\$ 15,612	\$ 50,900
<a href="#">10-01-10-546-000</a>	WU/Admin/Admin/Insurance	\$ 69,109	\$ 279,240	\$ 1,195,000	\$ 62,466	\$ 395,000	\$ 1,358	\$ 345,000
<a href="#">10-01-10-551-000</a>	WU/Admin/Admin/Utility Services	\$ 146,400	\$ 135,454	\$ 177,540	\$ 174,681	\$ 162,624	\$ 114,165	\$ 163,878
<a href="#">10-01-10-561-000</a>	WU/Admin/Admin/Repairs and Maintenance - Other than Water System	\$ 12,158	\$ 21,555	\$ -	\$ 18,987	\$ -	\$ -	\$ -
<a href="#">10-01-10-563-000</a>	WU/Admin/Admin/Operating Supplies	\$ 1,517	\$ 7,272	\$ 5,000	\$ 3,651	\$ 5,000	\$ 996	\$ 5,000
<a href="#">10-01-10-570-010</a>	WU/Admin/Admin/Books, Publications, Subscriptions, and Memberships	\$ 21,958	\$ 33,290	\$ 26,685	\$ 9,237	\$ 26,685	\$ 18,891	\$ 26,440
<a href="#">10-01-10-570-020</a>	WU/Admin/Admin/Books, Publications, Subscriptions, and Memberships - Board	\$ 600	\$ 375	\$ 1,025	\$ 450	\$ 1,095	\$ 150	\$ 1,095
<a href="#">10-01-10-571-010</a>	WU/Admin/Admin/Training and Development	\$ 12,209	\$ 14,460	\$ 13,500	\$ 33,039	\$ 13,500	\$ 11,772	\$ 23,500
<a href="#">10-01-10-572-010</a>	WU/Admin/Admin/Travel and Per Diem	\$ 28,504	\$ 35,131	\$ 38,600	\$ 26,873	\$ 59,880	\$ 30,191	\$ 62,450
<a href="#">10-01-10-572-020</a>	WU/Admin/Admin/Travel and Per Diem - Board	\$ 8,862	\$ 8,783	\$ 17,490	\$ 6,139	\$ 20,970	\$ -	\$ 20,970
<a href="#">10-01-10-573-010</a>	WU/Admin/Admin/Meeting Expense	\$ 2,034	\$ 3,544	\$ 13,500	\$ 4,158	\$ 26,440	\$ 8,847	\$ 26,440
<a href="#">10-01-10-573-020</a>	WU/Admin/Admin/Meeting Expense - Board	\$ 5,680	\$ 5,054	\$ 14,075	\$ 7,609	\$ 9,952	\$ 914	\$ 6,952
	<b>OPERATING EXPENSES</b>	<b>\$ 444,713</b>	<b>\$ 702,785</b>	<b>\$ 2,057,463</b>	<b>\$ 585,949</b>	<b>\$ 1,248,483</b>	<b>\$ 419,145</b>	<b>\$ 1,256,208</b>
<a href="#">10-01-00-604-999</a>	WU/Admin/Capital Outlay - Rehab and Replace/Misc. Capital Purchases	\$ -	\$ -	\$ 90,000	\$ 57,789	\$ -	\$ -	\$ -
<a href="#">10-01-00-605-999</a>	WU/Admin/Capital Outlay - Expansion/Misc. Capital Purchases	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>CAPITAL PURCHASES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 90,000</b>	<b>\$ 57,789</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>SUMMARY OF OPERATING EXPENSES</b>	<b>\$ 444,713</b>	<b>\$ 702,785</b>	<b>\$ 2,057,463</b>	<b>\$ 585,949</b>	<b>\$ 1,248,483</b>	<b>\$ 419,145</b>	<b>\$ 1,256,208</b>
	<b>SUMMARY OF CAPITAL PURCHASES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 90,000</b>	<b>\$ 57,789</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>OPERATING EXPENSES PLUS CAPITAL OUTLAY</b>	<b>\$ 444,713</b>	<b>\$ 702,785</b>	<b>\$ 2,147,463</b>	<b>\$ 643,738</b>	<b>\$ 1,248,483</b>	<b>\$ 419,145</b>	<b>\$ 1,256,208</b>

General Expenses - Admin

**TOTAL:** WU/Admin/Admin/Professional Services - General      **\$38,694.50**    **\$22,257**    **\$365,800**    **\$135,925**    **\$371,300**    **\$152,781**    **\$383,800** [Admin Expe](#)

Line Item	Notes	FY 2016-2017 Actual	2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 Actual	FY 2020-2021 Budget	New Request?
Special Counsel		\$0.00		\$25,000.00		\$25,000.00		\$25,000.00	No
Legislative Liaison		\$0.00		\$30,000.00		\$30,000.00		\$40,000.00	No
Leadership Training	Professional Speaker					\$5,000.00		\$7,500.00	Yes
Professional Interpreter & Facilitator	for Public meetings					\$500.00		\$500.00	No
Other Services - Board	Performance Audit	\$0.00		\$300,000.00		\$300,000.00		\$300,000.00	No
HR Related Services	Pre-Employment and Reasonable Suspicion; Drug & Alcohol Testing	\$194.50		\$800.00		\$800.00		\$800.00	No
Arbitration	Attorney Fees	\$0.00		\$10,000.00		\$10,000.00		\$10,000.00	No

**TOTAL:** WU/Admin/Admin/Other Services - General      **\$4,908**      **\$167**      **\$2,178**      **\$1,966**      **\$2,178**      **\$1,273**      **\$1,188** [Admin Expe](#)

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 Actual	FY 2020-2021 Budget	New Request?
Alarm Service				\$ 1,056.00		\$ 1,056.00		\$ 1,188.00	No
Solid Waste Disposal Services	Garden Island Disposal			\$ 1,122.00		\$ 1,122.00		\$ -	No
		\$ -							

**TOTAL: WU/Admin/Admin/Public Relations**

**\$62,009**

**\$97,148**

**\$111,300**

**\$78,061**

**\$80,089**

**\$55,286**

**\$115,725** [Admin Exper](#)

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 Actual	FY 2020-2021 Budget	New Request?
Public Relations Programs	Advertising; Promotional & Education Materials (logo items, giveaways, publications, brochures, meeting supplies, presentation supplies, displays, etc.)			\$50,000		\$40,200		\$65,200	No
Water Conservation Program	Summer Conservation Program; DOW Water Conservation Plan			\$0					No
Project WET	Make-A-Splash, Project WET Outreach			\$25,000		\$15,000		\$15,000	No
Water Conservation District (EWSWD)	Grant			\$7,500		\$7,500		\$7,500	No
Public Meeting Facilitator	for Public meetings			\$500		\$1,000			No
Cultural Services	Blessing, Info, etc.			\$3,300		\$3,300		\$3,025	No
Blackboard Connect CTY	Contract for County Mass Notification System - Blackboard Connect CTY			\$25,000		\$13,089		\$25,000	No

**TOTAL:** WU/Admin/Admin/Procurement Advertising **\$10,069** **\$12,550** **\$10,000** **\$0** **\$10,000** **\$5,497** **\$10,000** [Admin Expe](#)

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 Actual	FY 2020-2021 Budget	New Request?
Publications	All Divisions - Legal Ads for Solicitation, Public Notices for Projects, Proposals for all Divisions including Board Notices			\$10,000.00		\$10,000.00		\$10,000.00	No

**TOTAL: WU/Admin/Admin/Freight and Postage Services**

**\$0    \$6,503    \$12,870    \$2,113    \$12,870    \$1,412    \$12,870** [Admin Expe](#)

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 Actual	FY 2020-2021 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)			\$12,770.08		\$12,770.08		\$12,770.08	No
Bureau Copy Request				\$100.00		\$100.00		\$100.00	No



**TOTAL: WU/Admin/Admin/Rentals and Leases**

**\$20,000**

**\$20,000**

**\$52,900**

**\$20,595**

**\$50,900**

**\$15,612**

**\$50,900** [Admin Expe](#)

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 Actual	FY 2020-2021 Budget	New Request?
License Fee Agreement McBryde Trust	Kalaheo/Koloa Water System	\$9,999.90		\$19,999.80		\$19,999.80		\$19,999.80	No
Lease Agreement with Grove Farm	Kōloa Wells 16 A, B, & E	\$0.00		\$30,900.00		\$30,900.00		\$30,900.00	No

**TOTAL: WU/Admin/Admin/Insurance**

**\$69,109    \$279,240    \$1,195,000    \$62,466    \$395,000    \$1,358    \$345,000** [Admin Expe](#)

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 Actual	FY 2020-2021 Budget	New Request?
Insurance and Bonds	General, Excess, Liability/Property Insurance and Provision **A provision of \$100,000 each is provided 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. <b>Claims exceeding the approved budget may use the DOW's reserve fund with a board approval.</b>	\$0.00		\$1,000,000.00		\$200,000.00		\$150,000.00	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	\$98.21		\$5,000.00		\$5,000.00		\$5,000.00	No
Board Approved Claims	Claims outside of the County Attorney's discretion.	\$0.00		\$40,000.00		\$40,000.00		\$40,000.00	No
Workers Compensation Settlements	Workers Comp, etc	\$18,124.00		\$150,000.00		\$150,000.00		\$150,000.00	No

General Expenses - Admin

**TOTAL: WU/Admin/Admin/Utility Services**      **\$146,400**      **\$135,454**      **\$177,540**      **\$174,681**      **\$162,624**      **\$114,165**      **\$163,878** [Admin Expe](#)

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 Actual	FY 2020-2021 Budget	New Request?
Electricity	Front/Back Office & Microlab Building	\$69,657.67		\$154,440.00		\$154,440.00		\$154,440.00	No
Water		\$6,769.49		\$14,916.00		\$0.00		\$0.00	Yes
Puhi Sewer & Water		\$3,706.26		\$8,184.00		\$8,184.00		\$8,184.00	Yes

**TOTAL:** WU/Admin/Admin/Repairs and Maintenance -  
Other than Water System

**\$12,158**

**\$21,555**

**\$0**

**\$18,987**

**\$0**

**\$0**

[Admin Expe](#)

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 Actual	FY 2020-2021 Budget	New Request?
Air Conditioning	Maintenance & Service Calls	\$2,370.00		\$0.00					No
Elevator	Maintenance and Saftey Test Fees	\$4,470.79		\$0.00					No

**TOTAL: WU/Admin/Admin/Operating Supplies**                      **\$1,517**      **\$7,272**      **\$5,000**      **\$3,651**      **\$5,000**      **\$996**      **\$5,000** [Admin Expenses \(Kirk\)A1](#)

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 Actual	FY 2020-2021 Budget	New Request?
Operating Supplies/Small Tools & 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 **\$21,958** **\$33,290** **\$26,685** **\$9,237** **\$26,685** **\$18,891** **\$26,440** [Admin Expe](#)

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 Actual	FY 2020-2021 Budget	New Request?
AWWA Membership	Annual Membership Dues for the DOW			\$3,450.00		\$3,450.00		\$3,700.00	No
Books and Subscriptions	Books for ALL DIVISIONS - Library, Subscriptions for TGI, STAR, ENR, Pacific Buisness News, HR, Manuals, Guide books, etc.			\$4,000.00		\$4,000.00		\$4,000.00	No
Water Research Foundation	Annual Membership Dues for the DOW			\$10,000.00		\$10,000.00		\$10,000.00	No
Hawaii State Bar Association	Annual Association Dues			\$550.00		\$550.00		\$550.00	No
Westlaw / Thomson Reuters	County Attorney Dues \$95.21 * 12 (months)			\$1,200.00		\$1,200.00		\$1,200.00	No
Hawaii Rural Water Association	Annual Membership Dues for the DOW			\$6,600.00		\$6,600.00		\$6,500.00	No
SHRM	Society for for Human Resource Management Membership Dues			\$265.00		\$265.00		\$270.00	No
IPMA-HR	International Public Management Association for HR Membership Dues			\$220.00		\$220.00		\$220.00	No
SAM	System for Award Mangement Registration Processing Fee			\$ 400.00		\$ 400.00		\$ -	No

General Expenses - Admin

**TOTAL:** WU/Admin/Admin/Books, Publications, Subscriptions, and Memberships - Board      **\$600**      **\$375**      **\$1,025**      **\$450**      **\$1,095**      **\$150**      **\$1,095** [Admin Expe](#)

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 Actual	FY 2020-2021 Budget	New Request?
AWWA Membership	Individual Membership Dues for Board Members (7)			\$525.00		\$595.00		\$595.00	No
Books and Subscriptions				\$500.00		\$500.00		\$500.00	No



**TOTAL:** WU/Admin/Admin/Training and Development

**\$12,209 \$14,460 \$13,500 \$33,039 \$13,500 \$11,772 \$23,500** [Admin Expense](#)

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 Actual	FY 2020-2021 Budget	New Request?
Seminars & Workshops	<b>Registration</b> for administration personnel workshops and technical workshops and other educational workshops, mindfulness, including human resources, public relations and attorney (see GL 572-010 travel & per diem if travel is required)	\$2,234.96		\$7,000.00		\$7,000.00		\$17,000.00	No
Recognition Program	Retirees, Water Bucks, Recognition Awards (Trophies, Leis, Plaques)	\$211.26		\$6,500.00		\$6,500.00		\$6,500.00	No

General Expenses - Admin

**TOTAL: WU/Admin/Admin/Travel and Per Diem \$28,504 \$35,131 \$38,600 \$26,873 \$59,880 \$30,191 \$62,450** [Admin Exp](#)

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 Actual	FY 2020-2021 Budget	New Request ?
Legislature	Per diem and airfare for the Manager & Chief Engineer	\$1,235.71		\$1,000.00		\$2,000.00		\$2,500.00	No
Water Security Advisory Group ACT 172, Section 5	Per diem and airfare for the Manager & Chief Engineer	\$339.01		\$800.00		\$800.00		\$800.00	No
Fresh Water Council	Per diem and airfare for the Manager & Chief Engineer			\$800.00		\$800.00		\$800.00	No
Water Loss Control Committee ACT 169, SB2645	Per diem and airfare for the Manager & Chief Engineer			\$800.00		\$800.00		\$800.00	No
Seminars & Workshops	Per diem and airfare for administration personnel workshops and technical conferences and other educational workshops, human resources, public relations and attorney (see GL 571-010 for registration fees)	\$2,533.54		\$10,000.00		\$10,000.00		\$10,000.00	No
Project WET Conference	Project WET (Per Diems and Airfare)					\$4,200.00		\$4,200.00	No
12th Annual Wahine Forum Conference	Per diem and airfare Date TBA (Honolulu, HI) x 6 Personnel With one night overnight stay					\$1,008.00		\$3,078.00	No
AWWA National Conference	June 13-16 2020 (San Diego, CA) x 3 Personnel Anticipated travel (June 11-17) 6 days & 5 nights w/ 3 rooms	\$7,755.46		\$10,710.00		\$10,710.00		\$10,710.00	No
AWWA Conference	AWWA Water quality technology conference and exposition					\$2,970.00		\$2,970.00	No
AWWA Conference	AWWA water infrastructure conference and exposition					\$2,970.00		\$2,970.00	No
AWWA Conference	AWWA North American water loss conference and exposition					\$2,970.00		\$2,970.00	No
AWWA Hawaii HWEA Pacific Water Conference	Date TBA 2020 (Honolulu, HI) x 4 Personnel Anticipated travel (Date February TBA) 3 days & 2 nights w/ 4 rooms	\$1,676.87		\$3,480.00		\$3,480.00		\$3,480.00	No
HWWA Hawai'i Section Conference	Date TBA 2020 (Honolulu, HI) x 4 Personnel Anticipated travel (Date November TBA) 3 days & 2 nights w/ 4 rooms	\$5,751.43		\$0.00		\$3,480.00		\$3,480.00	No
HRWA Quarterly Meetings	Per diem and airfare for the Manager & Chief Engineer Date TBA 2020 (Maui, HI) X 1 Personnel Day Meeting Only	\$728.72		\$800.00		\$552.00		\$552.00	No
AWWA/WEF Utility Management Conference	Per diem and airfare for the Manager & Chief Engineer Date TBA 2020 (Location TBA) Anticipated travel 6 days & 5 nights w/ 1 room			\$3,570.00		\$3,570.00		\$3,570.00	No
Administrative Conference	Per diem and airfare Date TBA (Location TBA) x 2 Personnel Anticipated travel 6 days & 5 nights w/ 2 rooms	\$1,447.56		\$4,140.00		\$5,070.00		\$5,070.00	No
FY 2021 Budget 01- Admin - Admin	APMA HR Conference		10-01-10-572-010 4/3/2020			\$2,000.00		\$2,000.00	No
Ground Transportation	Car Rental, Shuttle Services, Airport Parking Reimbursement	\$1,935.75		\$2,500.00		\$2,500.00		\$2,500.00	No

<b>TOTAL: WU/Admin/Admin/Travel and Per Diem - Board</b>		<b>\$8,862</b>	<b>\$8,783</b>	<b>\$17,490</b>	<b>\$6,139</b>	<b>\$20,970</b>	<b>\$20,970</b>	<b>\$20,970</b>	<a href="#">Admin Expense</a>
<b>Line Item</b>	<b>Notes</b>	<b>FY 2016-2017 Actual</b>	<b>FY 2017-2018 Actual</b>	<b>FY 2018-2019 Budget</b>	<b>FY 2018-2019 Actual</b>	<b>FY 2019-2020 Budget</b>	<b>FY 2019-2020 Actual</b>	<b>FY 2020-2021 Budget</b>	<b>New Request?</b>
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)			\$1,000.00		\$1,000.00		\$1,000.00	No
AWWA National Conference	June 13-16 2020 (San Diego, CA) x 3 Personnel Anticipated travel (June 11-17) 6 days & 5 nights w/ 3 rooms	\$7,471.69		\$10,710.00		\$10,710.00		\$10,710.00	No
AWWA Hawaii HWEA Pacific Water Conference	Date TBA 2020 (Honolulu, HI) x 4 Personnel Anticipated travel (Date February TBA) 3 days & 2 nights w/ 4 rooms	\$2,282.02		\$3,480.00		\$3,480.00		\$3,480.00	No
HWWA Hawaii Section Conference	Date TBA 2020 (Honolulu, HI) x 4 Personnel Anticipated travel (Date November TBA) 3 days & 2 nights w/ 4 rooms	\$998.49		\$0.00		\$3,480.00		\$3,480.00	No
Mileage				\$300.00		\$300.00		\$300.00	No
Ground Transportation	Car Rental, Shuttle Services, Airport Parking Reimbursement	\$324.80		\$1,000.00		\$1,000.00		\$1,000.00	No
Unanticipated Travels	For board training & development - travel & per diem			\$1,000.00		\$1,000.00		\$1,000.00	No

General Expenses - Admin

**TOTAL:** WU/Admin/Admin/Registration and Meeting Expense **\$ 2,034 \$ 3,544 \$ 13,500 \$ 4,158 \$ 26,440 \$ 8,847 \$ 26,440** [Admin Expense](#)

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 Actual	FY 2020-2021 Budget	New Request?
Board Meeting	Lunch for Board Meeting X 18 Mtgs					\$ 3,240.00		\$ 3,240.00	No
Seminars & Workshops	Meeting materials/Supplies (cutlery, coffee, etc.)	\$ 33.53		\$ 1,000.00		\$ 1,000.00		\$ 1,000.00	No
Annual meeting / Conference	Meeting materials/Supplies	\$ 2,000.94		\$ 2,500.00		\$ 3,000.00		\$ 3,000.00	No
HWWA	Kauai Conference			\$ 10,000.00		\$ -		\$ -	No
Administrative Conference	Registration for Administrative Professionals Conferences	\$2,495.00		\$5,000.00		\$5,000.00		\$5,000.00	No
IPMA-HR Conference	Registration & Pre-Workshop (IPMA-HR = International Public Management Association)					\$2,500.00		\$2,500.00	No
Project WET Conference	Project WET Registrations (X2)					\$800.00		\$800.00	No
12th Annual Wahine Forum Conference	Registration - Hawaii's largest leadership and career development conference for women. The forum is attended by Hawaii's top female executives, entrepreneurs, up-and-coming leaders and others intent on advancing their careers. Connect with like-minded individuals and cultivate relationships at this full-day event featuring national speakers and local leaders. (Honolulu, HI) (\$200 X 6)					\$1,200.00		\$1,200.00	No
AWWA National Conference	Registration & Course Materials X 3 San Diego, CA) (June 13-16 2020) (\$900 X 3)	\$2,650.00		\$5,400.00		\$2,700.00		\$2,700.00	No
AWWA Conference	AWWA Water quality technology conference and exposition					\$700.00		\$700.00	No
AWWA Conference	AWWA water infrastructure conference and exposition					\$700.00		\$700.00	No
AWWA Conference	AWWA North American water loss conference and exposition					\$700.00		\$700.00	No
AWWA Hawaii HWEA Pacific Water Conference	Registration & Course Materials X 4 (Honolulu, HI) (Date TBA Feb 2020) (\$550 X 4)	\$1,490.00		\$2,800.00		\$2,200.00		\$2,200.00	No
HWWA Hawai'i Section Conference	Registration & Course Materials (Honolulu, HI) (Date TBA Nov 2020) (\$500 X 4)	\$2,250.00		\$24,000.00		\$2,000.00		\$2,000.00	No
FY 2021 Budget 01-10-573-010 AWWA WEF Utility Management Conference	Registration and Course Materials (Location & Date TBA) (\$700 X 1)	10-01 \$0.00	-10-573-010 4/3/2020	\$1,000.00		\$700.00		\$700.00	No

<b>TOTAL: WU/Admin/Admin/Meeting Expense - Board</b>		<b>\$5,680</b>	<b>\$5,054</b>	<b>\$14,075</b>	<b>\$7,609</b>	<b>\$9,952</b>	<b>\$914</b>	<b>\$6,952</b>	<a href="#">Admin Exp</a>
Line Item	Notes (see GL 572-020:Travel & Per Diem/Board for Travel & Per Diem)	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 Actual	FY 2020-2021 Budget	New Request?
Seminars & Workshops	<b>Registration</b> for Board workshops and technical conferences and other educational workshops			\$1,000.00		\$500.00		\$500.00	No
AWWA National Conference	Registration & Course Materials X2 (Orlando, FL) (June 14-17 2020) (\$900 X 3)	\$2,100.00		\$5,400.00		\$2,700.00		\$1,800.00	No
AWWA Hawaii HWEA Pacific Water Conference	Registration & Course Materials X 4 (Honolulu, HI) (Date TBA Feb 2020) (\$550 X 2)	\$2,370.00		\$2,800.00		\$2,200.00		\$1,100.00	No
HWWA Hawai'i Section Conference	Registration & Course Materials (Honolulu, HI) (Date TBA Nov 2020) (\$500 X 2)	\$375.00		\$2,975.00		\$2,000.00		\$1,000.00	No
Meals	Board Meetings			\$900		\$1,512		\$1,512	No
Drinks and supplies	Board Meetings			\$500		\$540		\$540	No
Publications	Advertising, Public Notices (moved budget to 542-020)					\$0.00		\$0.00	
Miscellaneous	Contingency for Board trainings			\$500.00		\$500.00		\$500.00	

General Expenses - Admin

**TOTAL:** WU/Admin/Capital Outlay - Rehab and Replace/Misc. Capital Purchases      **\$0.0**      **\$0.0** \$ 90,000      57,789      **\$0.0**      0      **\$0.0** [Admin Exps](#)

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 Actual	FY 2020-2021 Budget	New Request?
Air Conditioning	Microlab Server Room (replace)	\$0							
SUV 4DR 4Wh Dr	Replace ck 1678 & CK 1679, assigned vehicles for the Manager & chief engineer and the Deputy Manager.			90,000.00					

Account	Description	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 YTD Actual	FY 2020-2021 Proposed Budget
<b>Water Utility Fund</b>								
<a href="#">10-02-10-540-010</a>	WU/IT/Admin/ Professional Services	\$ 2,600	\$ 118,547	\$ 160,000	\$ 95,363	220,000	\$ 207,627	60,000
<a href="#">10-02-10-543-000</a>	WU/IT/Admin/Communication Services	\$ 82,517	\$ 74,898	\$ 82,260	\$ 76,667	\$ 86,060	\$ 47,121	\$ 83,360
<a href="#">10-02-50-543-000</a>	WU/IT/Power/Pump/Communication Services	\$ -	\$ -	\$ 38,100	\$ 34,720	\$ 41,084	\$ 28,737	\$ 47,084
<a href="#">10-02-10-544-000</a>	WU/IT/Admin/Freight and Postage Services	\$ -	\$ 30	\$ 500	\$ 5	\$ 500	\$ -	\$ -
<a href="#">10-02-10-545-000</a>	WU/IT/Admin/Rentals and Leases	\$ 24,697	\$ 19,597	\$ 30,175	\$ 20,661	\$ 30,175	\$ 17,994	\$ 30,175
<a href="#">10-02-10-561-000</a>	WU/IT/Admin/Repairs and Maintenance - Other than Water System	\$ 486,797	\$ 252,860	\$ 397,150	\$ 355,365	\$ 488,750	\$ 220,674	\$ 458,900
<a href="#">10-02-10-563-000</a>	WU/IT/Admin/Operating Supplies	\$ 66,131	\$ 75,827	\$ 61,000	\$ 58,465	\$ 61,000	\$ 25,827	\$ 61,000
<a href="#">10-02-10-570-010</a>	WU/IT/Admin/Books, Publications, Subscriptions, and Memberships	\$ -	\$ -	\$ 500	\$ 318	\$ 500	\$ 935	\$ 60,200
<a href="#">10-02-10-571-010</a>	WU/IT/Admin/Training and Development	\$ 9,363	\$ 4,390	\$ 12,000	\$ 2,615	\$ 12,000	\$ 972	\$ 10,000
<a href="#">10-02-10-572-010</a>	WU/IT/Admin/Travel and Per Diem	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>OPERATING EXPENSES</b>	<b>\$ 672,106</b>	<b>\$ 546,149</b>	<b>\$ 781,685</b>	<b>\$ 644,180</b>	<b>\$ 940,069</b>	<b>\$ 549,886</b>	<b>\$ 810,719</b>
<a href="#">10-02-00-604-999</a>	WU/IT/Capital Outlay - Rehabilitation and Replacement/Misc. Capital Purchases	\$ 50,588	\$ 216,357	\$ 427,500	\$ 147,940	\$ 270,000	\$ 147,940	\$ 270,000
<a href="#">10-02-00-605-999</a>	WU/IT/Capital Outlay - Expansion/Misc. Capital Purchases	\$ 35,567	\$ -	\$ 310,000	\$ 6,899	\$ 425,000	\$ 6,899	\$ 425,000
	<b>SUMMARY OF CAPITAL PURCHASES</b>	<b>\$ 86,155</b>	<b>\$ 216,357</b>	<b>\$ 737,500</b>	<b>\$ 154,839</b>	<b>\$ 695,000</b>	<b>\$ 154,839</b>	<b>\$ 695,000</b>
	SUMMARY OF OPERATING EXPENSES	\$ 672,106	\$ 546,149	\$ 781,685	\$ 644,180	\$ 940,069	\$ 549,886	\$ 810,719
	SUMMARY OF CAPITAL PURCHASES	\$ 86,155	\$ 216,357	\$ 737,500	\$ 154,839	\$ 695,000	\$ 154,839	\$ 695,000
	<b>OPERATING EXPENSES PLUS CAPITAL OUTLAY</b>	<b>\$ 758,261</b>	<b>\$ 762,507</b>	<b>\$ 1,519,185</b>	<b>\$ 799,019</b>	<b>\$ 1,635,069</b>	<b>\$ 704,725</b>	<b>\$ 1,505,719</b>



**TOTAL: WU/IT/Admin/ Professional Services**

**\$2,600**

**\$118,547**

**\$160,000**

**\$95,363**

**\$220,000**

**\$207,627**

**\$60,000**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018-2019 Budget	FY 2018 - 2019 Actual	FY 2019-2020 Budget	FY 2019 - 2020 Actual as of 2.29.20	FY 2020 -2021 Budget
As-Needed Technical Support				\$50,000		\$40,000		\$40,000
IT Strategic Plan - Financial System Upgrade	Upgrade of Microsoft GP from GP2013 to GP2018 and upgrade of Paramount WorkPlace with As-needed Technical Services			\$10,000		\$150,000		\$0
IT Strategic Plan - Project Management						\$20,000		\$20,000
IT Strategic Plan - Review & Align Billing System Configuration	IT Strategic Plan - Review & Align Billing System Configuration					\$0		\$0
Review & Update of IT Strategic Plan				\$80,000		\$10,000		\$0
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.			\$0		\$0		\$0
As-Needed Technical Support for Oracle Cloud Service, Billing Insight, Field Service Management, and Customer Care & Billing				\$20,000		\$0		\$0

**TOTAL: WU/IT/Admin/Communication Services      \$82,517      \$74,898      \$82,260      \$76,667      \$86,060      \$47,121      \$83,360**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018-2019 Budget	FY 2018 - 2019 Actual	FY 2019-2020 Budget	FY 2019 - 2020 Actual as of 2.29.20	FY 2020 -2021 Budget
Frame Relay (128K)	Monthly charge of 225 x 12			\$2,700		2,700		\$2,700
Frame Relay (56K)	Monthly charge of 115 x 12			\$1,380		\$1,380		\$1,380
Main Telephone Lines	Monthly charge of 450 x 12			\$5,400		\$5,400		\$5,400
Bandwidth	Monthly charge of 2500 x 12	\$38,362.00		\$30,000		\$30,000		\$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			\$3,780		\$3,780		\$3,780
Ops Fax Line; Microlab Fire Alarm; Fax Machine	Monthly 150 x 12 months			\$1,800		\$1,800		\$1,800
Fax for New Building - 1st Floor Office	Monthly 50 x 12 months			\$600		\$600		\$600
Fire Alarm 2 Lines - Ops	Monthly 90 x 12 months			\$1,080		\$1,080		\$1,080
Frame Relay (AS400)	Monthly charge of 115 x 12			\$1,380		\$1,380		\$1,380
Internet Connection	Monthly charge of 600 x 12 (RR)	\$5,982.00		\$7,200		\$7,200		\$7,200
Lavanet	Monthly charge of 50 x 12	\$2,787.75		\$3,300		\$3,300		\$600
Long Distance Charges	Monthly 120 x 12 months	\$1,174.00		\$1,440		\$1,440		\$1,440
Cellular Phone (Office, includes cell phones, Ipads, and Mobile Hot Spots; Telemetry for SCADA)	Monthly 2000 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.	\$16,755.35		\$22,200		\$24,000		\$24,000
Unanticipated Costs	increased costs in surcharges & taxes					\$2,000		\$2,000
DOW hotspot - combined with Internet Connection	Monthly 200 X 12 ( HOTSPOT For Employees to connect their personal devices to)					\$0		
Fax for Administration	Monthly 50 x 3 months					\$0		
Fax for Main Office	Monthly 50 x 3 months					\$0		
Microlab Fire Alarm	Monthly 150 x 12 months					\$0		
Office Alarm Circuit	Monthly 100 x 12 months					\$0		
Elevator Phone - New Building	Monthly 50 x 12 months					\$0		
Fire Alarm - New Building	Monthly 50 x 12 months					\$0		

IT Expenses

**TOTAL: WU/IT/Power/Pump/Communication Services**

**\$0**

**\$0**

**\$38,100**

**\$34,720**

**\$41,084**

**\$28,737**

**\$47,084**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018-2019 Budget	FY 2018 - 2019 Actual	FY 2019-2020 Budget	FY 2019 - 2020 Actual as of 2.29.20	FY 2020 -2021 Budget
Frame Relay (56K) R065	Monthly charge of 130 x 12			\$1,560		1,560		1,560
SCADA Room	Monthly charge of 50 x 12			\$600		\$600		\$600
Haena Connection	Monthly charge of 50 x 12			\$600		\$600		\$600
Hanalei Connection	Monthly charge of 50 x 12			\$600		\$600		\$600
SCADA Alarm	Monthly charge of 50 x 12			\$600		\$600		\$600
Auto Dialer - Lihue	Monthly charge of 50 x 12			\$600		\$600		\$600
Lawai #2	Monthly charge of 50 x 12			\$600		\$600		\$600
Kekaha - Paua	Monthly charge of 50 x 12			\$600		\$600		\$600
Auto Dialer - Kilauea	Monthly charge of 50 x 12			\$600		\$600		\$600
SCADA Submaster - Kilauea	Monthly charge of 50 x 12			\$600		\$600		\$600
Hanamaulu Tank Circuit	Monthly charge of 30 x 12			\$360		\$360		\$360
Frame Relay (56K) Ornelias	Monthly charge of 115 x 12			\$1,380		\$1,380		\$1,380
Frame Relay (56K) Kalaheo	Monthly charge of 130 x 12			\$1,560		\$1,560		\$1,560
Frame Relay (56K) Koloa	Monthly charge of 130 x 12			\$1,560		\$1,560		\$1,560
Frame Relay (56K) Nonou	Monthly charge of 130 x 12			\$1,560		\$1,560		\$1,560
Frame Relay (56K) Eleele	Monthly charge of 130 x 12			\$1,560		\$1,560		\$1,560
Frame Relay (56K) Kekaha/Waimea	Monthly charge of 130 x 12			\$1,500		\$1,500		\$1,500
Frame Relay (56K) Kilauea	Monthly charge of 130 x 12			\$1,560		\$1,560		\$1,560
Haena Well Connection	Monthly charge of 500 x 12			\$600		\$600		\$600
Waipao/Kekaha Connection	Monthly charge of 30 x 12			\$360		\$360		\$360
Paua/Kekaha Connection	Monthly charge of 30 x 12			\$360		\$360		\$360
Hanamaulu Booster	Monthly charge of 50 x 12					\$600		\$600
Cell phones for standby personnel	Cell Phone for Operations Personnel ( 23 personnel, 3 for alarm surges); Monthly 2000 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		\$18,000		\$24,000
DSL Service for employee to access SCADA from home	2 DSL Services \$97 x 12			\$780		\$1,164		\$1,164
Unanticipated Costs	increased costs in surcharges & taxes					\$2,000		\$2,000
	<i>MOVED FROM OPERATIONS BUDGET TO IT FOR BETTER ACCOUNTABILITY</i>							

**TOTAL: WU/IT/Admin/Freight and Postage Services**                      **\$0**                      **\$30**                      **\$500**                      **\$5**                      **\$500**                      **\$0**                      **\$0**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018-2019 Budget	FY 2018 - 2019 Actual	FY 2019-2020 Budget	FY 2019 - 2020 Actual	FY 2020 -2021 Budget
Shipping Leased Computers				\$ -		-		
Shipping of hardware for fixing				\$ 500		\$ 500		\$ -

**TOTAL: WU/IT/Admin/Rentals and Leases**

**\$24,697**

**\$19,597**

**\$30,175**

**\$20,661**

**\$30,175**

**\$17,994**

**\$30,175**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018-2019 Budget	FY 2018 - 2019 Actual	FY 2019-2020 Budget	FY 2019 - 2020 Actual	FY 2020 -2021 Budget
Copier Leases		\$24,109		\$25,000		25,000		25,000
Postage Machine/Scale Feeder		\$416		\$5,000		\$5,000		\$5,000
Contingencies								
Safe Deposit Box		\$172		\$175		\$175		\$175

**TOTAL:** WU/IT/Admin/Repairs and Maintenance - **\$486,797**    **\$252,860**    **\$397,150**    **\$355,365**    **\$488,750**    **\$220,674**    **\$458,900**  
 Other than Water System

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018-2019 Budget	FY 2018 - 2019 Actual	FY 2019-2020 Budget	FY 2019 - 2020 Actual	FY 2020 -2021 Budget	IT Expenses
OCE Printer/Scanner		\$ 5,634.84		\$ 6,250		6,250		\$6,400	lease
HP Printers		pending invoice		\$ 3,500		\$ 3,500			
Firewall				\$ 5,000		\$ 5,000		\$6,000	
Dell Maintenance	Extension of Yearly Server Maintenance	\$ 3,854.14		\$ 2,500		\$ 24,000		\$24,000	??
AMR Software/Trimble Handhelds (Badger)	Handhelds for Meter Readers	pending invoice		\$ 9,000		\$ 9,000		\$9,000	billing
Anti-Virus		\$ 3,854.00		\$ 5,000		\$ 5,000		\$6,000	IT Expenses
ESRI	DOW supplement payment to County for use of ESRI	\$ 260.42		\$ 2,500		\$ 17,500		\$17,500	water resources
Great Plains	Maintenance & Support	pending contract		\$ 12,000		\$ 12,000		\$9,700	Fiscal
Citrix (Go to Assist/Meeting)		\$ 1,847.04		\$ 2,000		\$ -		\$0	
XC2		\$ 960.00		\$ 1,300		\$ 1,300		\$1,500	Resource Planning
MPET/MMIS		\$ 7,250.00		\$ 20,000		\$ 20,000		\$20,000	Ops
AutoCAD	5 licenses			\$ 5,500		\$ 5,500		\$6,000	Eng
Go Exchange				\$ 3,500		\$ 3,500		\$3,500	??
IP Switch				\$ 1,000		\$ -		\$0	
VoIP Phone		\$ 9,843.09		\$ 13,000		\$ 13,000		\$13,000	ALL
Team				\$ 500		\$ 500		\$500	Admin
SSL Certificate				\$ 800		\$ 800		\$900	ALL
Paramount	Maintenance & Support	pending review of		\$ 3,000		\$ 3,000		\$4,000	Fiscal
Websense		\$ 8,511.95		\$ 4,000		\$ 5,000		\$0	
Terrago				\$ 500		\$ -		\$0	
Fire Suppression Systems	Fenwall FM-200 Fire Suppression System			\$ 3,000		\$ 3,000		\$3,000	Ops
Backup						\$ 900		\$900	ALL
Egnyte						\$ 3,000		\$3,000	??
Project Management Software				\$ 40,000	\$ -	\$ 40,000	\$ -	\$40,000	CM
Adobe Subscription	Annual Subscription Renewals			\$ 3,000		\$ 8,000		\$0	moved to 570
Oracle Cloud Services	Mau'i's share = 62.5% of \$200,000 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 Mau'i's portion. Mau'i's payment will be credited to this account.	\$ 26,403.00		\$200,000	\$ -	\$0	\$ -	\$0	
CCnB Cloud Hosting Services	Multi-year contract				\$ -	\$250,000	\$ -	\$250,000	Fiscal
Customer Care & Billing License	Kauai License			\$30,000	\$ -	\$30,000	\$ -	\$30,000	Fiscal
Innovyze				\$4,000	\$ -	\$4,000	\$ -	\$4,000	water resources
Beacon Subscription Fee	Subscription Fee for AMI Meters (\$0.89 per meter per month) For MK16	\$ 240.00		\$ 15,000.00	\$ -	\$ 15,000.00	\$ -	\$0	moved to 570
Maintenance/Troubleshooting	Various As-Needed Technical Support	\$ 19,513.13		\$ -	\$ -	\$ -	\$ -		
Water CAD		\$ 3,469.16		\$ -	\$ -	\$ -	\$ -		
Busch Consulting - Hours	firewall block of hours			\$ -	\$ -	\$ -	\$ -		
Stellent				\$ -	\$ -	\$ -	\$ -		
Office Watch - Metropolis		\$ 913.00		\$ -	\$ -	\$ -	\$ -		
Canon Scanner				\$ 1,300	\$ -	\$ -	\$ -		
Trimble Handhelds (Badger)	Handhelds for Meter Readers	pending invoice							

**TOTAL: WU/IT/Admin/Operating Supplies                      \$66,131                      \$75,827                      \$61,000                      \$58,465                      \$61,000                      \$25,827                      \$61,000**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018-2019 Budget	FY 2018 - 2019 Actual	FY 2019-2020 Budget	FY 2019 - 2020 Actual	FY 2020 -2021 Budget
Computer Supplies	Software, storage devices, toner, etc	\$ 23,219		\$ 40,000		40,000		40,000
Computer Hardware	Printers, external hard drives, etc	\$ 17,816		\$ 10,000		\$ 10,000		\$ 10,000
Paper for Oce & Large Format Printers	Paper for Large Format Printers	\$ 5,628		\$ 8,000		\$ 8,000		\$ 8,000
Replacement of cell phone equipment	Hardware and Accessories			\$3,000		\$3,000		\$3,000

**TOTAL:** WU/IT/Admin/Books, Publications, Subscriptions, and Memberships      **\$0            \$0            \$500            \$318            \$500            \$935            \$60,200**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018-2019 Budget	FY 2018 - 2019 Actual	FY 2019-2020 Budget	FY 2019 - 2020 Actual	FY 2020 -2021 Budget
Books/Magazines/Subscriptions	Computer Books and Magazines			\$500		500		1,000
Office 365 Subscription	\$25 per month per user (100user *25 per month * 12 months)							\$30,000
Adobe Subscription	Acrobat, PhotoShop, Adobe sign							\$14,200
Beacon Subscription Fee	Subscription Fee for AMI Meters (\$0.89 per meter per month) For MK16							\$15,000

IT Expense:

Ops



**TOTAL: WU/IT/Admin/Training and Development                                      \$9,363                      \$4,390                      \$12,000                      \$2,615                      \$12,000                      \$972                      \$10,000**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018-2019 Budget	FY 2018 - 2019 Actual	FY 2019-2020 Budget	FY 2019 - 2020 Actual	FY 2020 -2021 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.	\$9,363		\$12,000		12,000		10,000

**TOTAL: WU/IT/Admin/Travel and Per Diem**

**\$0          \$0          \$0          \$0          \$0          \$0          \$0**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018-2019 Budget	FY 2018 - 2019 Actual	FY 2019-2020 Budget	FY 2019 - 2020 Actual	FY 2020 -2021 Budget
	Per Diem is part of Training & Development							

**TOTAL:** WU/IT/Capital Outlay - Rehabilitation and Replacement/Misc. Capital Purchases **\$50,588** **\$216,357** **\$427,500** **\$65,363** **\$815,000** **\$147,940** **\$270,000**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018-2019 Budget	FY 2018 - 2019 Actual	FY 2019-2020 Budget	FY 2019 - 2020 YTD Actual	FY 2020-2021 Proposed Budget
Purchase of a Replacement Asset Management System	\$705,000 is for 5 years total costs. Evaluate/Select Software; Develop SOP's, Maintenance, implementation Services, interfaces, testing, Training			\$317,500		230,000		\$230,000
Purchase of New/Replacement Computer		\$50,588		\$110,000		0		\$0
Upgrade of Scada and Replacement of Servers	Upgrade of SCADA & Replacement of Servers - Total of 2,318,000 is for 5 year total costs; Current request is for Workstation replacements; Server upgrades; and software upgrades.					\$270,000		\$0
SharePoint Upgrades	Total of \$295,000 is for 5 year costs; refine portals; trainings; develop sharepoint vision; site plans; develop new portals; archives; possible third-party software					295,000		
CMDP Federal/State Reporting System	This holds all internal and compliance data, allows field samplers to enter field measurements, generates various reports, houses QC data and as of recently, transfers compliance data into CMDP via Web Services.							\$40,000
Audio Equipment	Replacement of Board Recording System			\$20,000		\$20,000		
Replacement of Websense Appliance				\$15,000				
Implementation of New Project Management Software	IT Strategic Plan			\$0		\$0		
Microfilm to Image Conversion								
Virtual Desktops				\$0		\$0		
Phone System	Upgrade phone system			\$0		\$0		
Computer Purchase	5 replacement computers for WRP staff			\$20,000		\$0		

**TOTAL:** WU/IT/Capital Outlay - Expansion/Misc. Capital Purchases      **\$35,567**      **\$20,000**      **\$0**      **\$310,000**      **\$0**      **\$425,000**      **\$6,899**      **\$425,000**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017-2018 Budget	FY 2017 - 2018 Actual	FY 2018-2019 Budget	FY 2018 - 2019 Actual	FY 2019-2020 Budget	FY 2019 - 2020 YTD Actual	FY 2020-2021 Proposed Budget
Develop Web based GIS viewer and mapping layers	Develop GIS Technologies and Process	\$35,567			\$190,000		315,000		315,000
Purchase of New Computers/ Servers/Storage	Moved from 604-999						\$110,000		\$110,000
Customized Search Feature for SharePoint			\$20,000						\$0
800 Mhz Radios	Emergency Communication Equipment				\$120,000				\$0

# Water Quality Division

## Program Budget - FY 2020 – 2021

### 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. Testing for the reactivation of water sources. Kapaa Homesteads #4 and possibly one more. Estimate cost at \$6,000.
2. Phase II,V Sampling for 2020-2021 period. Estimate cost at \$26,400.
4. UCMR 4 Sampling and testing for FY 2020-2021. Estimate cost at \$2,000.
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.

<b>Program Measures</b>	FY 2018-2019 (actual)	FY 2019-2020 (actual)	FY 2020-2021 (estimate)
Microbiological Samples	1400	1350	1350
Lead and Copper Samples	150	12	45
Water Quality Complaints	40	50	50

Phase 2-5 Testing	Sys. 400 (1x)	Sys. 400 (1x) All other sys. (1x)	All sys. except 400 (1x)
UCMR4	AM1&2 = 24 AM3 = 4	AM1&2 = 90 AM3 = 4	AM1&2 = 90 AM3 = 4
LT2 Cryptosporidium monitoring	4	0	0

General Expenses - Water Quality

Account	Description	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 YTD Actual	FY 2019-2020 Budget	FY 2019-2020 YTD Actual	FY 2020-2021 Proposed
<b>Water Utility Fund</b>								
<a href="#">10-10-40-540-010</a>	WU/Qual/Purification/Professional Services - General	\$ 7,448	\$ 22,940	\$ 63,600	\$ 61,812	\$ 106,050	\$ 72,531	\$ 36,400
<a href="#">10-10-40-544-000</a>	WU/Qual/Purification/Freight and Postage Services	\$ 338	\$ 1,306	\$ 3,000	\$ 1,772	\$ 3,000	\$ 607	\$ 1,500
<a href="#">10-10-40-561-000</a>	WU/Qual/Purification/Repairs and Maintenance - Other than Water System	\$ 1,464	\$ 1,714	\$ 2,000	\$ 3,796	\$ 3,000	\$ 2,472	\$ 4,000
<a href="#">10-10-40-563-000</a>	WU/Qual/Purification/Operating Supplies	\$ 6,868	\$ 12,779	\$ 15,000	\$ 24,910	\$ 15,000	\$ 7,680	\$ 21,000
<a href="#">10-10-40-570-010</a>	WU/Qual/Purification/Books, Publications, Subscriptions, and Memberships	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<a href="#">10-10-40-571-010</a>	WU/Qual/Purification/Training and Development	\$ -	\$ -	\$ 1,500	\$ -	\$ -	\$ -	\$ 4,000
	<b>OPERATING EXPENSES</b>	<b>16,119</b>	<b>38,739</b>	<b>85,100</b>	<b>92,290</b>	<b>127,050</b>	<b>83,290</b>	<b>66,900</b>
<a href="#">10-10-40-604-999</a>	WU/Qual/Purification/Misc. Capital Outlay - Replacement	\$ -	\$ -	\$ 37,000	\$ -	\$ -	\$ -	\$ -
<a href="#">10-10-40-605-999</a>	WU/Qual/Purification/Misc. Capital Outlay - Expansion	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>CAPITAL PURCHASES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 37,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>SUMMARY OF OPERATING EXPENSES</b>	<b>\$ 16,119</b>	<b>\$ 38,739</b>	<b>\$ 85,100</b>	<b>\$ 92,290</b>	<b>\$ 127,050</b>	<b>\$ 83,290</b>	<b>\$ 66,900</b>
	<b>SUMMARY OF CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 37,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>OPERATING EXPENSES PLUS CAPITAL OUTLAY</b>	<b>\$ 16,119</b>	<b>\$ 38,739</b>	<b>\$ 122,100</b>	<b>\$ 92,290</b>	<b>\$ 127,050</b>	<b>\$ 83,290</b>	<b>\$ 66,900</b>



**TOTAL:** WU/Qual/Purification/Professional Services - General      **\$7,448**      **\$30,000**      **\$22,940**      **\$63,600**      **\$61,812**      **\$106,050**      **\$72,531**      **\$36,400**

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019 -2020 Actual	FY 2020-2021 Budget
Water sample testing services (Contract Lab Services)	EPA-mandated UCMR4		\$30,000		\$21,600		\$81,250		\$2,000
SDWA Testing - Phase 2/5	EPA-mandated compliance monitoring				\$28,000		\$16,800		\$26,400
Misc. SDWA Testing	EPA-mandated compliance monitoring				\$2,000		\$2,000		\$2,000
Long Term 2 ESWTR	EPA-mandated compliance monitoring				\$2,000		\$0		\$0
Repaired Well Testing	EPA and DOH mandated				\$10,000		\$6,000		\$6,000

**TOTAL: WU/Qual/Purification/Freight and Postage Services                    \$338            \$1,500            \$1,306            \$3,000            \$1,772            \$3,000            \$607            \$1,500**

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019 -2020 Actual	FY 2020-2021 Budget
Shipping samples	24 shipments of \$100 each (shipping samples to contract lab)		\$1,500		\$3,000		\$3,000		\$1,500
Shipping equipment for calibration									

**TOTAL:** WU/Qual/Purification/Repairs and Maintenance - Other than Water System

**\$1,464      \$2,000      \$1,714      \$2,000      \$3,796      \$3,000      \$2,472      \$4,000**

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019 -2020 Actual	FY 2020-2021 Budget
Autoclave maintenance and repairs	Annual inspection and contingency for possible repair		\$2,000		\$2,000		\$3,000		\$4,000

**TOTAL: WU/Qual/Purification/Operating Supplies**

**\$6,868   \$15,000   \$12,779   \$15,000   \$24,910   \$15,000   \$7,680   \$21,000**

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019 -2020 Actual	FY 2020-2021 Budget
Lab supplies	Sample bottles, reagents, media		\$15,000		\$15,000		\$15,000		\$15,000
Water Quality Reports (CCR's)	Preparation & Mailing of Annual Water Quality Reports Notices								\$0
CMDP	Compliance Monitoring Data Portal - 2x laptops								\$6,000

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

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019 -2020 Actual	FY 2020-2021 Budget
Standard Methods Book	Need to update; the current book is out of date								

**TOTAL: WU/Qual/Purification/Training and Development**

**\$0      \$3,500      \$0      \$1,500      \$0      \$0      \$0      \$4,000**

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019 -2020 Actual	FY 2020-2021 Budget
Training classes	SDOH & EPA rules and regulations and lab data management (CMDP)		\$3,500		\$1,500				\$4,000

## Engineering Division

### Program Budget - FY 2020- 2021

#### 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 2020 – 2021. As of March 2020, of the five positions, two positions are filled. The filled positions include a CE VI, and a CE V. The vacant positions include two CE V's and a CE II. It remains a challenge to fill the vacant positions.

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 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 2019-2020, 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.*

*The following project designs have been completed:*

- *Kukuiolono Tank Demolition*
- *Maalo Road Easement and Land Acquisition*

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

- *Land and Well Acquisition, Moloa 'a & Waimea*
- *Paua Valley Tank- Offsite*
- *Lawai-Omao (Koloa Rd.) Waterline Replacements(on hold)*
- *Kukuiolono 0.5 MG Tank*
- *Kalaheo Water System Improvements Package A - 0.5 MG Yamada Reservoir, added design scope*
- *Kalaheo Water System Improvements Package B - 0.1 MG Clearwell Reservoir, added design scope*
- *Kalaheo Water System Improvements Package C – Water Main Installation, added design scope*
- *Kalaheo Water System Improvements Package D – Yamada Well*
- *Koloa Wells 16A & 16 B Site*
- *Kapaia Cane Haul Rd. 18” Water Line*



- *DOW Baseyard Master Plan*
- *Kūhi‘ō Highway (Hardy-Oxford) 16” Main Replacement*
- *U.H.Experimental Station 0.25 MG Tank & Connecting Pipeline*
- *Makaleha Tunnel Water Line Repairs*
- *Kapa‘a Homesteads 1.0 MG Tank (Two 0.5 MG Tanks) & Connecting Pipeline*
- *Moloa‘a 0.1 MG Tank (on hold)*
- *Kilauea 1.0 MG Tank & Connecting Pipeline*
- *Drill and Develop New Kilauea Well No. 3*
- *Drill and Test Wainiha Well #4*
- *Ha‘ena 0.2 MG Storage Tank (144’) Project*
- *Island Wide Rehabilitation of Tanks*
- *Island Wide Vulnerability and Resiliency Assessment*

*In addition, consultants were selected for the following projects:*

- *Manoa Stream Water Line Repairs*

<b>PROGRAM MEASURES</b>	<b>FY 2018-2019 (estimate)</b>	<b>FY 2019-2020 (estimate)</b>	<b>FY 2020-2021 (estimate)</b>
1. Number of DOW Projects (in design only)	24	23	22
Approximate Design Cost:	\$7,000,000	\$6,500,000	\$6,500,000
2. Private Developer Water Projects (design only)	63	45	45

Account	Description	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 YTD Actual	FY 2020-2021 Proposed Budget
<b>OPERATING EXPENSES</b>								
<a href="#">10-20-10-540-010</a>	WU/Eng/Admin/Professional Services	\$ 111,932	\$ 288,716	\$ 425,000	\$ 296,451	\$ 405,000	\$ 445,056	\$ 485,000
<a href="#">10-20-10-563-000</a>	WU/Eng/Admin/Operating Supplies	\$ 115	\$ 341	\$ 300	\$ 147	\$ 300	\$ -	\$ 300
<a href="#">10-20-10-570-010</a>	WU/Eng/Admin/Books, Publications, Subscriptions, and Memberships	\$ -	\$ -	\$ 200	\$ -	\$ -	\$ -	\$ -
<a href="#">10-20-10-571-010</a>	WU/Eng/Admin/Training and Development	\$ 705	\$ 705	\$ 1,130	\$ 375	\$ 1,130	\$ 375	\$ 500
<a href="#">10-20-10-572-010</a>	WU/Eng/Admin/Travel and Per Diem	\$ 20	\$ 2,357	\$ 3,760	\$ -	\$ 1,880	\$ 225	\$ 1,880
<a href="#">10-20-10-573-010</a>	WU/Eng/Admin/Meeting Expense	\$ 254	\$ -	\$ 1,050	\$ -	\$ 1,050	\$ -	\$ 600
	<b>SUMMARY OF OPERATING EXPENSES</b>	<b>\$ 113,025.60</b>	<b>\$ 292,119.79</b>	<b>\$ 431,440.00</b>	<b>\$ 296,972.23</b>	<b>\$ 409,360.00</b>	<b>\$ 445,655.77</b>	<b>\$ 488,280.00</b>

CAPITAL OUTLAY		FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018 - 2019 Proposed	FY 2018-2019 Actual	FY 2019 - 2020 Proposed	FY 2018-2019 Actual	FY 2019 - 2020 Proposed
<b>Water Utility Fund</b>								
<a href="#">10-20-00-604-000</a>	WU/Eng/Admin/Misc. Capital Outlay - R&R	\$ 13,994	\$ 355,061	\$ 170,000	\$ 119,523	\$ 370,000	\$ 74,385	\$ 1,090,000
	<b>Water Utility Fund - Capital Outlay</b>	<b>\$ 13,994</b>	<b>\$ 355,061</b>	<b>\$ 170,000</b>	<b>\$ 119,523</b>	<b>\$ 370,000</b>	<b>\$ 74,385</b>	<b>\$ 1,090,000</b>
<b>FRC Fund</b>				\$ -	\$ -	\$ -	\$ -	\$ -
<a href="#">20-20-00-605-000</a>	FRC/Eng/Admin/Misc. Capital Outlay - Expansion	\$ 33,657	\$ 190,102	\$ -	\$ 85,510	\$ 680,000	\$ -	\$ 450,000
	<b>FRC Fund - Capital Outlay</b>	<b>\$ 33,657</b>	<b>\$ 190,102</b>	<b>\$ -</b>	<b>\$ 85,510</b>	<b>\$ 680,000</b>	<b>\$ -</b>	<b>\$ 450,000</b>
<b>BAB Fund</b>								
<a href="#">30-20-00-605-000</a>	BAB/Eng/Admin/Capital Outlay - Expansion/Capital Purchases	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>BAB Fund - Capital Outlay</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>Water Utility Fund</b>	\$ 13,994	\$ 355,061	\$ 170,000	\$ 119,523	\$ 370,000	\$ 74,385	\$ 1,090,000
<a href="#">20-20-00-605-000</a>	<b>FRC Fund</b>	\$ 33,657	\$ 190,102	\$ -	\$ 85,510	\$ 680,000	\$ -	\$ 450,000
<a href="#">30-20-00-605-000</a>	<b>BAB Fund</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>SUMMARY OF CAPITAL OUTLAY</b>	<b>\$ 47,650.98</b>	<b>\$ 545,162.54</b>	<b>\$ 170,000.00</b>	<b>\$ 205,032.89</b>	<b>\$ 1,050,000.00</b>	<b>\$ 74,385.36</b>	<b>\$ 1,540,000.00</b>

**TOTAL:** WU/Eng/Admin/Professional Services

**\$111,932    \$288,716    \$425,000    \$296,451    \$405,000    \$445,056    \$485,000**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018 - 2019 Budget	FY 2018 - 2019 Actual	FY 2019 - 2020 Budget	FY 2019 - 2020 Actual	FY 2020 - 2021 Budget
Title searches	title searches, as needed			\$25,000		\$25,000	\$0	\$25,000
Kukuioolono 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; Title Insurance, Escrow & Appraisals			\$100,000		\$50,000		\$50,000
PER, EA	Develop Kapaa Well No. 4 site improvements (production well)					\$100,000	**	\$100,000
<b>Engineering Services</b>						\$50,000	\$0	
Preliminary Engineering Report, EA	18-8 Limahuli Stream and Mānoa Stream Water Line Repairs					\$130,000	\$0	
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)			\$300,000				
Preliminary Engineering Report, EA	Drill and Develop Kilauea Well #3							
Preliminary Engineering Report	Baseyard MP Ph 1							\$160,000
Preliminary Engineering Report, EA	Kuhio Highway (Hardy to Oxford) Main Replacement							
PER, Testing Report	Wailua Homesteads Well GAC							\$100,000
Preliminary Engineering Report, EA	hanapepe stream crossing							
PER, Soil investigation, EA	UH Experiment Station Tank					\$50,000	^^	\$50,000
PER, site location, hydraulic analysis, feasibility, EA	Poipu Tank 1.0 MG tank							
PER; site location, hydraulic analysis, feasibility, EA	Wailua Homesteads 538 1.0 MG Tank							
Preliminary Engineering Report	Island wide study for suitable well sites							
Preliminary Engineering Report, EA	PLH-36 SWTP expansion							
Preliminary Engineering Report, EA	Makanui and Kuai Road Main Replacement							
Preliminary Engineering Report, EA	Hoona, Hoone, Pane Road Main Replacement							
Preliminary Engineering Report	KP-14a Koloa 6" and 12" main replacement and additional area							
PER/Feasibility	Paua Valley tank repair							
Preliminary Feasibility Report, EA	Kuhio Hwy (N. Papaloa to Waikaea Canal) Main Replacement							
Surveying	As-needed surveying services							
Preliminary Engineering report	Kilauea Wells MCC							
STOP -- Correct Sum at top if there are more than 40 line items								

**TOTAL:** WU/Eng/Admin/Operating Supplies

**\$115**

**\$341**

**\$300**

**\$147**

**\$300**

**\$0**

**\$300**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018 - 2019 Budget	FY 2018 - 2019 Actual	FY 2019 - 2020 Budget	FY 2019 - 2020 Actual	FY 2020 - 2021 Budget
misc supplies (eng & safety)		\$115		\$300		\$300	\$170	\$300
misc supplies								

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

General Expenses - Engineering

**TOTAL: WU/Eng/Admin/Books, Publications, Subscriptions, and Memberships**

**\$0**

**\$200**

**\$0**

**\$0**

**\$0**

**\$0**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018 - 2019 Budget	FY 2018 - 2019 Actual	FY 2019 - 2020 Budget	FY 2019 - 2020 Actual	FY 2020 - 2021 Budget
books/publications	General amount if a need is determined during the fiscal year.	\$0		\$200		\$0		\$0

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

**TOTAL:** WU/Eng/Admin/Training and Development

**\$705**

**\$705**

**\$1,130**

**\$375**

**\$1,130**

**\$375**

**\$500**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018 - 2019 Budget	FY 2018 - 2019 Actual	FY 2019 - 2020 Budget	FY 2019 - 2020 Actual	FY 2020 - 2021 Budget
Misc training costs	various training opportunites come up during the year that have costs associated with them.	\$705		\$1,130		\$1,130		\$500

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

**TOTAL:** WU/Eng/Admin/Travel and Per Diem

**\$20**

**\$2,357**

**\$3,760**

**\$0**

**\$1,880**

**\$225**

**\$1,880**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018 - 2019 Budget	FY 2018 - 2019 Actual	FY 2019 - 2020 Budget	FY 2019 - 2020 Actual	FY 2020 - 2021 Budget
Conference Travel and Per Diem (Non AWWA/HWWA)	as needed; previously budgeted by Admin	\$20		\$3,760		\$1,880		\$1,880

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

**TOTAL:** WU/Eng/Admin/Meeting Expense

**\$254**

**\$0**

**\$1,050**

**\$0**

**\$1,050**

**\$0**

**\$600**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018 - 2019 Budget	FY 2018 - 2019 Actual	FY 2019 - 2020 Budget	FY 2019 - 2020 Actual	FY 2020 - 2021 Budget
Meeting supplies	interisland travel	\$254		\$1,050		\$1,050	\$0	\$600

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



**TOTAL:** WU/Eng/AdminCapital Outlay - Rehabilitation and Replacement/Capital Purchases **\$13,994 \$355,061 \$170,000 \$119,523 \$370,000 \$74,385 \$1,090,000**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018 - 2019 Budget	FY 2018 - 2019 Actual	FY 2019 - 2020 Budget	FY 2019 - 2020 Actual	FY 2020 - 2021 Budget
10-20-00-604-000	Permit Fees			\$ 20,000	\$ 3,138	\$ 20,000	\$ 123	\$ 10,000
10-20-00-604-001	KW-07 Paua Valley Tank Repair	\$ -	\$ 51,764		\$ 16,539		\$ -	
10-20-00-604-006	PLH-28 Hanamaulu Main Replacement (Hoohana Street)		\$ -	\$ -	\$ -		\$ -	
10-20-00-604-007	WK-11a Upper Wailua Houselots Main Replacement		\$ -	\$ -	\$ -		\$ -	
10-20-00-604-009	Hanapepe Stream Crossing		\$ -	\$ -	\$ -		\$ -	
10-20-00-604-013	PLH-32 Rice Street/Kapule Intersection Improvements		\$ -	\$ -	\$ -		\$ -	
10-20-00-604-120	Kilauea 1.0 MG tank (RR 10%)	\$ 3,740	\$ 2,671	\$ -	\$ -		\$ -	
10-20-00-604-146	Hanapepe-Eleele Connecting Pipeline HE-1 and HE-10 (RR 12%)	\$ 10,254	\$ 71,960	\$ -	\$ 12,999		\$ 37,126	
10-20-00-604-147	Rehabilitate Puupilo Steel tank		\$ -	\$ -	\$ -		\$ -	
10-20-00-604-148	Kuhio Hwy (Hardy-Oxford) 16" Main replacement (R&R 56% of \$180K)		\$ -	\$ -	\$ 1,283		\$ 37,136	
10-20-00-604-149	Kuhio Hwy (N. Papaloa to Waikaea Canal) Main Replacement (RR 56%)		\$ -		\$ -		\$ -	
10-20-00-604-150	Makanui and Kuai Road Main Replacement (RR 37%)		\$ -		\$ -		\$ -	
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%)		\$ -		\$ -		\$ -	
10-20-00-604-152	Hoona, Hoone, Pane Road main replacement (RR 37%)		\$ -		\$ -		\$ -	
10-20-00-604-157	Kilauea Wells MCC rehab	\$0	\$228,666		\$85,564			
10-20-00-604-163	18-8 Limahuli Stream and Mānoa Stream Water Line Repairs					\$350,000	\$0	
10-20-00-604-162	WU-Eng-17-13 & 14, Engineering Services for Island Wide Vulnerability and Resiliency Assessment			\$150,000				
10-20-00-604-169	Baseyard MP Ph 1 (subject to state funding of \$160K)							\$1,080,000

<b>TOTAL: FRC/Eng/Admin/Capital Outlay - Expansion/Capital Purchases</b>		<b>\$33,657</b>	<b>\$190,102</b>	<b>\$0</b>	<b>\$85,510</b>	<b>\$680,000</b>	<b>\$0</b>	<b>\$450,000</b>
Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018 - 2019 Budget	FY 2018 - 2019 Actual	FY 2019 - 2020 Budget	FY 2019 - 2020 Actual	FY 2020 - 2021 Budget
20-20-00-605-153	Haena 0.2 MG tank		\$ 187,342		\$ 85,510	\$ 30,000	\$ -	\$ -
20-20-00-605-118	Develop Kapaa Well No. 4 site improvements (production well)					\$ 450,000		\$ 450,000
20-20-00-605-117	UH Experiment Station Tank - land acquisition					\$ -		*
20-20-00-605-168	Kalaheo System Improvements - recertify plans/permits					\$ 40,000	\$ -	\$ -
20-20-00-605-006	PLH-28 Hanamaulu main replacement							
20-20-00-605-010	Wailua Homesteads 538 1.0 MG Storage Tank							
20-20-00-605-014	Purchase Water System 1							
20-20-00-605-016	land acquisition for Poipu tank							
20-20-00-605-018	Hanalei Well no, 2	\$ -						
20-20-00-605-019	Kapaia SWTP expansion							
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)							
20-20-00-605-149	Kuhio Hwy (N. Papaloa to Waikaea Canal) Main Replacement (EXP 44%)							
20-20-00-605-150	Makanui and Kuai Road Main Replacement (EXP 63%)							
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%)							
20-20-00-605-152	Hoona, Hoone, Pane Road main replacement (EXP 63%)							
20-20-00-605-154	Drill and Test Kilauea Well #3 (EXP)	\$ -	\$ 2,760					
20-20-00-605-155	Wainiha Well #4 (EXP)					\$ 160,000		\$ -
20-20-00-605-156	land acquisition for Kilauea Well #3	\$ -						
20-20-00-605-156	land acquisition for jelly factory booster pump							
20-20-00-605-156	Poipu 1 MG Storage Tank							
20-20-00-605-156	land acquisition for Haena 0.2 MG tank							
20-20-00-605-156	land acquisition for SWTP expansion							

# Construction Management Division

## Program Budget - FY 2020-2021

### 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 had been extremely short staffed for the past five fiscal years but we made strides during FY 2018-2019 in hiring staff. There were eight (8) permanent positions for the Construction Management Division for FY 2019 – 2020. Of the eight positions, four positions are within the Civil Engineering Series and three positions are within the Inspector Series along with an Engineering Program Assistant. All inspectors progressed during the year to the next level via reallocations. Two new hires were made in the Civil Engineering Series at the CE I and III levels. The CE I has progressed to the CE II level. There is (1) one vacancy remaining [Civil Engineer V (SR-26)] which has been extremely difficult to fill. We are recruiting for the position continuously. We are optimistic that the current positions once filled will balance project management needs for engineering and inspectional tasks in FY 2019-2020 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. During FY 2019-2020 the DOW relied heavily on As Needed Construction Management consultant contracts to meet the desired construction schedules for several Water Plan 2020 projects. Based on the relatively high costs of these services, the division hopes to reduce costs to our ratepayers by creating hiring the staff positions mentioned above to save on overall costs and operate more efficiently as the in-house staff, once hired, can manage multiple projects at any given time. This will provide better service to construction contractors, developers, design consultants and customers while reducing the overall costs to the ratepayers.

The FY 2020-2021 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 will continue to utilize the procured two (2) separate As Needed Construction Management contracts to help in the short term and procure a new As-Need Construction Management contract until all remaining positions are filled. We have utilized one for the Hanapēpē Waterline project which is very costly. We will also utilize one for the Kīlauea MCC project. Having the proper balance of DOW priority projects and private projects is vital to construction management with in-house staff. If DOW can be realistic with projects wanted, that will lead to more realistic project management. It will be vital that the Department have support in this process to retain, 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: Perform construction management duties for Department funded, government funded, and privately funded waterworks projects

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. Provide guidance to the Engineering Division to evaluate the feasibility of all water infrastructure improvements and sites for water facilities. Perform waterworks construction plan review in regards to constructability.
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. The response from contractors since have been positive but it has taken up more time of CM staff to provide field design changes.
7. Served as system administrator for the electronic project management platform (PMWEB) which includes preparing and managing waterworks construction contracts in a professional manner and within project budget requirements. Manage and organize all closing documents for waterworks construction projects.
8. Coordinate and administer special projects or maintenance projects which require construction management and procurement support for the Department.
9. Coordinate and implement some of the Department's State and Federal programs.

Program Highlights:

1. The Construction Management Division continued worked with the Deputy County Attorney (Water) to do the revisions to the General Provisions for Construction Contracts with the Department of Water.
2. During fiscal year 2019-2020, the Construction Management Division continued the design review and 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.

The Department funded construction of open contracts managed by the Construction Management Division totaled approximately \$20 million in FY 19-20.

The Construction Management Division completed construction on the Koloa Well 16 A & B site and building improvements and the Hanapepe-Elemente Booster Pump Replacement projects. The Department continued construction on the Hanapēpē Waterline Reorganization and Kapa‘a Well 4 Drill & Test with drainage package projects. The Department started construction on the Paua Valley Tank repairs and advertised the Kīlauea MCC repairs for construction. Further, based on current CM Division design reviews, it is anticipated that several water plan 2020 projects such as Kalāheo Packages A, B, & C; Kapahi Tanks, and Kīlauea Tank will be ready for construction in upcoming years with encumbrances happening in FY 20-21 as doable by CM staff for Kalāheo Packages.

3. 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 continued since last fiscal year with the completion of projects in Koa Affordable Housing, Kōloa Village, Puuopae Bridge, Kōloa Rum, and North Shore flood emergency projects along with the typical water and fire laterals. Projects that remain active are Hanapēpē Bridge improvements, Opaekaa Bridge improvements, Huakai Affordable Housing, Makaio Estates, Hoihui Sudivision, Rice Street Improvements, Kulana offsite, onsite and tank projects along with various private laterals and waterline work. Private projects are in design and are expected to remain steady during the next fiscal year around the island.
4. The Construction Management Division completed emergency work related to the 2018 April floods at Kahiliholo Road, Weke Road, Waikoko, Waipa and Waioli. The projects created a high demand of CM staff to help the county and state meet their schedules.
5. 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
- Generators
- Basic electrical
- Kaua'i Joint Water' Conference
- Best value procurement
- Jobsite Overhead Delay Costs
- Procurement Training
- First Aid, CPR and AED 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 completed the transition to a more comprehensive construction management software in FY 19-20 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 worked with the CM Division to select a software provider in PMWEB with implementation in FY 17-18. A pilot implementation of PMWEB started in February 2018. The full implementation began on July 1, 2018. It is anticipated that revisions will be made based on user feedback in 2019. To date, the majority of users have been satisfied and impressed with the DOW's electronic platform. We are currently the only know government agency in Hawai'i utilizing a platform as such to manage construction projects.
7. The CM Division was 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 has served as a monumental shift in project management. The new priority list has provided a better vision to the DOW over the next few years as it relates to capital spending priority. The Construction Management team recommends the Department base project budgets based on priority needs and fiscal ability. That will likely lead itself to management of project with in-house staff if the project load is realistic and will likely also reduce need to raise rates.

General Expenses - Construction Management

Account	Description	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 Actual	FY 2020-2021 Proposed Budget
<b>Water Utility Fund - Operating Expenses</b>								
<a href="#">10-21-10-540-010</a>	WU/Const/Admin/Professional Services - General	\$ -	\$ 17,505	\$ 500,000	\$ 625,038	\$ 700,000	\$ 388,283	\$ 50,000
<a href="#">10-21-10-563-000</a>	WU/Const/Admin/Operating Supplies	\$ 3,230	\$ 1,671	\$ 4,500	\$ 5,243	\$ 4,500	\$ 1,618	\$ 4,500
<a href="#">10-21-10-570-010</a>	WU/Const/Admin/Books, Publications, Subscriptions, and Memberships	\$ 1,543	\$ 769	\$ 1,550	\$ 1,052	\$ 1,550	\$ 775	\$ 1,550
<a href="#">10-21-10-571-010</a>	WU/Const/Admin/Training and Development	\$ 5,341	\$ 255	\$ 6,250	\$ 1,285	\$ 6,250	\$ 1,639	\$ 6,250
<a href="#">10-21-10-572-010</a>	WU/Const/Admin/Travel and Per Diem	\$ 213	\$ -	\$ 5,000	\$ -	\$ 5,000	\$ 2,195	\$ 7,000
<a href="#">10-21-10-573-010</a>	WU/Const/Admin/Meeting Expense	\$ -	\$ -	\$ 3,250	\$ -	\$ 3,250	\$ 2,200	\$ 7,500
	<b>SUMMARY OF OPERATING EXPENSES</b>	<b>\$ 10,327.29</b>	<b>\$ 20,200.36</b>	<b>\$ 520,550.00</b>	<b>\$ 632,618.40</b>	<b>\$ 720,550.00</b>	<b>\$ 396,709.39</b>	<b>\$ 76,800.00</b>
<b>CAPITAL OUTLAY</b>		<b>FY 2016-2017 YTD Actual</b>	<b>FY 2017-2018 YTD Actual</b>	<b>FY 2018 - 2019 Proposed</b>	<b>FY 2018-2019 YTD Actual</b>	<b>FY 2019 - 2020 Proposed</b>	<b>FY 2018-2019 YTD Actual</b>	<b>FY 2019 - 2020 Proposed</b>
<a href="#">10-21-00-604-999</a>	WU/Const/Admin/Capital Outlay - R & R/Misc. Capital Purchases	\$ 1,669	\$ 39,491	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ 10,000
<a href="#">10-21-00-605-999</a>	WU/Const/Admin/Capital Outlay - Expansion/Misc. Capital Purchases	\$ 1,021	\$ -	\$ 10,000	\$ -	\$ 100,000	\$ -	\$ 10,000
	<b>Water Utility Fund - Capital Outlay (Capital Purchases)</b>	<b>\$2,690</b>	<b>\$39,491</b>	<b>\$20,000</b>	<b>\$0</b>	<b>\$110,000</b>	<b>\$0</b>	<b>\$20,000</b>
<a href="#">10-21-00-604-000</a>	WU/Capital Outlay - R&R/Capital Projects - CM	\$ 315,299	\$ 5,650	\$ 5,155,000	\$ 3,564,521	\$ 5,255,000	\$ 895,234	\$ 17,705,000
<a href="#">10-21-00-605-000</a>	WU/Capital Outlay - Expansion/Capital Projects - CM	\$ -	\$ -	\$ -	\$ 2,302,856	\$ -	\$ 1,394,452	\$ -
	<b>Water Utility Fund - Capital Outlay (Capital Projects)</b>	<b>\$315,299</b>	<b>\$5,650</b>	<b>\$5,155,000</b>	<b>\$5,867,377</b>	<b>\$5,255,000</b>	<b>\$2,289,686</b>	<b>\$17,705,000</b>
<a href="#">20-21-00-605-000</a>	FRC/Capital Outlay - Expansion/Capital Projects - CM	\$ -	\$ -	\$ -	\$ -	\$ 225,000	\$ -	\$ 225,000
	<b>FRC Fund - Capital Outlay</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$225,000</b>	<b>\$0</b>	<b>\$225,000</b>
<a href="#">30-21-00-604-000</a>	BAB/Capital Outlay - R&R/Capital Projects - CM	\$ 866,193	\$ 877,902	\$ -	\$ 1,623,383	\$ -	\$ 44,514	\$ -
<a href="#">30-21-00-605-000</a>	BAB/Capital Outlay - Expansion/Capital Projects - CM	\$ -	\$ -	\$ -	\$ 676,543	\$ -	\$ 579,718	\$ 6,000,000
	<b>BAB Fund - Capital Outlay</b>	<b>\$866,193</b>	<b>\$877,902</b>	<b>\$0</b>	<b>\$2,299,926</b>	<b>\$0</b>	<b>\$624,232</b>	<b>\$6,000,000</b>
<a href="#">60-21-00-604-000</a>	SRF/Capital Outlay - R&R/Capital Projects - CM	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>SRF Fund - Capital Outlay</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
	<b>Water Utility Fund - Capital Outlay/Miscellaneous Capital Purchases</b>	<b>\$ 2,690</b>	<b>\$ 39,491</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>\$ 110,000</b>	<b>\$ -</b>	<b>\$ 20,000</b>
	<b>Water Utility Fund - Capital Outlay/Capital Projects</b>	<b>\$ 315,299</b>	<b>\$ 5,650</b>	<b>\$ 5,155,000</b>	<b>\$ 5,867,377</b>	<b>\$ 5,255,000</b>	<b>\$ 2,289,686</b>	<b>\$ 17,705,000</b>
	<b>FRC Fund/Capital Outlay/Capital Projects</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 225,000</b>	<b>\$ -</b>	<b>\$ 225,000</b>
	<b>BAB Fund/Capital Outlay/Capital Projects</b>	<b>\$ 866,193</b>	<b>\$ 877,902</b>	<b>\$ -</b>	<b>\$ 2,299,926</b>	<b>\$ -</b>	<b>\$ 624,232</b>	<b>\$ 6,000,000</b>
	<b>SRF Fund/Capital Outlay/Capital Projects</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>SUMMARY OF CAPITAL OUTLAY</b>	<b>\$ 1,184,182.12</b>	<b>\$ 923,043.17</b>	<b>\$ 5,175,000.00</b>	<b>\$ 8,167,302.94</b>	<b>\$ 5,590,000.00</b>	<b>\$ 2,913,917.94</b>	<b>\$ 23,950,000.00</b>
	<b>OPERATING EXPENSES PLUS CAPITAL OUTLAY</b>	<b>\$ 1,194,509.41</b>	<b>\$ 943,243.53</b>	<b>\$ 5,695,550.00</b>	<b>\$ 8,799,921.34</b>	<b>\$ 6,310,550.00</b>	<b>\$ 3,310,627.33</b>	<b>\$ 24,026,800.00</b>



**TOTAL:** WU/Const/Admin/Professional Services - General      **\$0      \$17,505      \$500,000      \$625,038      \$700,000      \$388,283      \$50,000**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018 - 2019 Proposed	FY 2018 - 2019 Actual	FY 2019 - 2020 Budget	FY 2019 - 2020 Actual	FY 2020 - 2021 Budget
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.	\$0		\$500,000	\$316,522	\$700,000	\$388,282.95	\$0
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			\$0	\$0		\$0	\$50,000

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

**TOTAL: WU/Const/Admin/Operating Supplies**

**\$3,230**

**\$1,671**

**\$4,500**

**\$5,243**

**\$4,500**

**\$1,618**

**\$4,500**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018 - 2019 Proposed	FY 2018 - 2019 Actual	FY 2019 - 2020 Budget	FY 2019 - 2020 Actual	FY 2020 - 2021 Budget
Safety Equipment	Annual replacement of steel toe boots, hard hats, safety vests, ear protection, office workstation ergonomics, etc.							
Field Equipment	As Needed Field Equipment (e.g. misc tools, field tablet, etc.)	\$3,230						
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		\$1,671	\$4,500	\$3,473	\$4,500	\$1,617.61	\$4,500

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

**TOTAL:** WU/Const/Admin/Books, Publications, Subscriptions, and Memberships      **\$1,543**      **\$769**      **\$1,550**      **\$1,052**      **\$1,550**      **\$775**      **\$1,550**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018 - 2019 Proposed	FY 2018 - 2019 Actual	FY 2019 - 2020 Budget	FY 2019 - 2020 Actual	FY 2020 - 2021 Budget
Reference Materials	Annually purchase reference materials as needed such as ACI manuals, Project Management manuals/literature, etc.	\$843		\$700	\$104	\$700	\$0	\$700
Contractors Association of Kauai (DOW - Dustin is representative)	We have been a member since 2012. This is an annual fee.	\$700	\$769	\$850	\$747	\$850	\$775.00	\$850
American Waterworks Association (Dustin)	AWWA membership.	\$0		\$0		\$0		

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

**TOTAL:** WU/Const/Admin/Training and Development

**\$5,341**

**\$255**

**\$6,250**

**\$1,285**

**\$6,250**

**\$1,639**

**\$6,250**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018 - 2019 Proposed	FY 2018 - 2019 Actual	FY 2019 - 2020 Budget	FY 2019 - 2020 Actual	FY 2020 - 2021 Budget
CAK Workshops for CM Staff	CM staff annually attend on-island training such as NPDES BMP, CISEC, and Trench Excavation workshops through Contractors Association of Kauai.	\$5,341	\$255	\$4,950	\$475	\$4,950	\$1,639.00	\$4,950
Misc. Workshops for CM Staff	Annually attend on-island workshops through various agencies as they come up throughout year. T	\$0	\$0	\$1,300		\$1,300	\$0	\$1,300
Abatement training	Asbestos pipe and lead abatement		\$0	\$0				

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

**TOTAL: WU/Const/Admin/Travel and Per Diem**

**\$213**

**\$0**

**\$5,000**

**\$0**

**\$5,000**

**\$2,195**

**\$7,000**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018 - 2019 Proposed	FY 2018 - 2019 Actual	FY 2019 - 2020 Budget	FY 2019 - 2020 Actual	FY 2020 - 2021 Budget
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.	\$213	\$0	\$5,000	\$0	\$5,000	\$2,194.83	\$7,000

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

**TOTAL: WU/Const/Admin/Meeting Expense**

**\$0**

**\$0**

**\$3,250**

**\$0**

**\$3,250**

**\$2,200**

**\$7,500**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018 - 2019 Proposed	FY 2018 - 2019 Actual	FY 2019 - 2020 Budget	FY 2019 - 2020 Actual	FY 2020 - 2021 Budget
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.	\$0	\$0	\$3,250	\$0	\$3,250	\$2,200.00	\$7,500

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

**TOTAL:** WU/Const/Admin/Capital Outlay - R & R/Misc. Capital Purchases      **\$1,669**      **\$39,491**      **\$10,000**      **\$0**      **\$10,000**      **\$0**      **\$10,000**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018 - 2019 Proposed	FY 2018 - 2019 Actual	FY 2019 - 2020 Budget	FY 2019 - 2020 Actual	FY 2020 - 2021 Budget
Miscellaneous	Initial building permit fees and other related project start-up fees	\$1,669	\$0	\$10,000	\$100	\$10,000	\$0	\$10,000
CK 1759 Replacement	Replace CK 1759 2002 Ford Escape		\$39,491	\$0		\$0		

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

**TOTAL:** WU/Const/Admin/Capital Outlay - Expansion/Misc. Capital Purchases      **\$1,021**      **\$0**      **\$10,000**      **\$0**      **\$100,000**      **\$0**      **\$10,000**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018 - 2019 Proposed	FY 2018 - 2019 Actual	FY 2019 - 2020 Budget	FY 2019 - 2020 Actual	FY 2020 - 2021 Budget
Miscellaneous	Initial building permit fees, other related project start-up fees	\$1,021	\$0	\$10,000	\$0	\$10,000	\$0	\$10,000
Truck (2)	New Vehicles for new Inspectors (2 vehicles @ 45K each)					\$90,000	\$0	\$0

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



**TOTAL:** WU/Capital Outlay - R&R/Capital Projects - CM **\$315,299** **\$5,650** **\$5,155,000** **\$3,564,521** **\$5,255,000** **\$895,234** **\$17,705,000**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018 - 2019 Proposed	FY 2018 - 2019 Actual	FY 2019 - 2020 Budget	FY 2019 - 2020 Actual	FY 2020 - 2021 Budget
10-21-00-604-017	WU/Cns/-18In Cane Haul Main (1.45% RR)	\$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 \$19.2M) <b>Cumulative 52% R&amp;R/48% Expansion - \$ 9,984,000</b>	\$0				\$0		\$13,200,000
10-21-00-604-033	WU/Const/Capital Outlay/13-07, Koloa Well D Repairs (100% RR)	\$315,299	\$5,650					
10-21-00-604-035	WU/Const/Capital Outlay/XX-YY, HE-14, Eleele Booster Rehab (100% RR)	\$0			\$1,073,665		\$34,492	
10-21-00-604-102	WU/Const/Capital Outlay/10-01 Ani-01b anini Rd. WL DOW -Princevl	\$0						
10-21-00-604-132	WU/Const/Capital Outlay/13-05, Kolo Road Main Replacement (Kilauea School)	\$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)	\$0			\$2,490,856		\$860,742	
10-21-00-604-001	Paua Valley Tank Repair			\$1,400,000	\$0	\$1,400,000	\$0	\$0
10-21-00-604-157	Kilauea 1&2 MCC (engineer's estimate - \$2.576M)			\$3,755,000	\$0	\$3,755,000	\$0	\$3,755,000
10-21-00-604-167	Kukuiofono Tank Demo					\$100,000	\$0	\$750,000
10-21-00-604-XXX	02-06, WKK-15 - Construct Kilauea 466 Tank, 1.0MG, Puu Pane Well 3 (R&R - 10%) (Total= \$5M)					\$0		

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

as of 1/10/20

**TOTAL:** WU/Capital Outlay - Expansion/Capital Projects - CM **\$0** **\$0** **\$0** **\$2,302,856** **\$0** **\$1,394,452** **\$0**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018 - 2019 Proposed	FY 2018 - 2019 Actual	FY 2019 - 2020 Budget	FY 2019 - 2020 Actual	FY 2020 - 2021 Budget
10-21-00-605-118	WU/Const/Capital Outlay/WK-39-Kapaa Homestead Well No. 4 (100% Expansion)	\$ -			\$ 750,000		\$ -	\$ -
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)	\$0						\$ -
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)	\$0			\$1,552,856		\$ 1,126,224	\$ -
10-21-00-605-017	Kapaia Cane Haul Road 18" Main (98.55% Exp) \$3,241,350				\$ -		\$ 268,228	\$ -
	WU/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 \$19.2M) <b>Cumulative 52% R&amp;R/48% Expansion</b>							
	WU/02-06, WKK-15 - Construct Kilauea 466 Tank, 1.0MG, Puu Pane Well 3 (Expansion - 90%) (Total - \$5M)							
	WU/Const/Capital Outlay/WK-08-Kapaa Homestead 313' 1.0 MG Tank (Ornellas) (100% FRC) Total = 12.915 M)							

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

as of 1/10/20

**TOTAL:** FRC/Capital Outlay - Expansion/Capital Projects - CM                                **\$0**                        **\$0**                        **\$0**                        **\$225,000**                        **\$0**                        **\$225,000**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018 - 2019 Proposed	FY 2018 - 2019 Actual	FY 2019 - 2020 Budget	FY 2019 - 2020 Actual	FY 2020 - 2021 Budget
20-21-00-605-017	FRC/ConstCapital Outlay/18In Cane Haul Main (98.55% Expansion)	\$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 \$19.2M) <b>Cumulative 52% R&amp;R/48% Expansion</b>	\$0				\$ -		
20-21-00-605-102	FRC/Const/Capital Outlay/10-01 Ani-01b anini Rd. WL DOW -Princevl	\$0						
20-21-00-605-116	FRC/Const/Capital Outlay/WK-08-Kapaa Homestead 313' 1.0 MG Tank (Ornellas) (100% FRC)	\$0				\$ -		\$ -
20-21-00-605-161	<i>Hanapēpē River Bridge, Kaumuali'i Highway, Route 50, HI STP SR50 (1) Project, Hanapēpē, Kaua'i, Hawai'i</i>					\$225,000	\$0	\$225,000
	02-06, WKK-15 - Construct Kilauea 466 Tank, 1.0MG, Puu Pane Well 3 (Expansion - 90%)					\$0		\$0

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

as of 1/10/20

**TOTAL:** BAB/Capital Outlay - R&R/Capital Projects - CM **\$866,193** **\$877,902** **\$0** **\$1,623,383** **\$0** **\$44,514** **\$0**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018 - 2019 Proposed	FY 2018 - 2019 Actual	FY 2019 - 2020 Budget	FY 2019 - 2020 Actual	FY 2020 - 2021 Budget
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- Pipeline Replacement along Anini Road from DOW - Princeville Master Meter (44% RR of \$4.2M)	\$ -						
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)	\$ -	\$ 877,902		\$ 1,623,383		\$ 44,514	
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)	\$ -						
30-21-00-604-114	Bond/Const/Capital Outlay/XX-YY, PLH-39a - Lihue Baseyard Improvements for Department of Water	\$ 605,698						
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%)	\$ -						
30-21-00-604-129	Bond/Const/Capital Outlay/11-10, 8"WL along Halewili Rd (Kaunualii Hwy to Haka Hale St) (R&R - 100%)	\$ 260,495						
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%)	\$ -						
30-21-00-604-017	Kapaia Cane Haul Road 18" Main (1.45% RR) \$3,241,350	\$ -			\$ -		\$ -	

**TOTAL:** BAB/Capital Outlay - Expansion/Capital Projects - CM

\$0

\$0

\$0

\$676,543

\$0

\$579,718

\$6,000,000

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018 - 2019 Proposed	FY 2018 - 2019 Actual	FY 2019 - 2020 Budget	FY 2019 - 2020 Actual	FY 2020 - 2021 Budget
30-21-00-605-102	Bond/Const/Capital Outlay/10-01, Ani-01b- Pipeline Replacement along Anini Road from DOW - Princeville Master Meter (Expansion - 56% of \$4.2M)	\$ -						
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 (Alalohe 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	\$ -						
30-21-00-605-118	Bond/Const/Capital Outlay/WK-39-Kapaa Homestead Well No. 4 (100% Expansion)	\$ -			\$ 676,543		\$ 579,718	
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%)	\$ -						
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%)	\$ -						
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 \$19.2M) <b>Cumulative 52% R&amp;R/48% Expansion</b>					\$ -		\$6,000,000
30-21-00-605-017	Kapaia Cane Haul Road 18" Main (98.55% Exp) \$3,241,350, moved 10 W/U)							\$ -

# WATER RESOURCES AND PLANNING DIVISION

## Program Budget – FY 2020-2021

### Program Description

The Water Resources and Planning Division is responsible for the planning and outreach needed to provide current and future customers with high quality service in alignment with the Department's Mission. The program conducts long-range planning, research and analytical studies of water usage to monitor and forecast anticipated water system needs for the island of Kauai. The program conducts condition assessment, investigation, analysis and review of the Department's water systems infrastructure and provides guidance to proposed development's water system planning (subdivisions, zoning and land use amendments, resorts and hotels, etc.) to ensure compliance with the Department's Rules and Regulations and Water System Standards. In Addition, the program maintains the engineering records and provides mapping/drafting services to support the Department.

### Program Objectives:

1. Conduct long-range planning, research and analytical studies of water usage to monitor and forecast the anticipated water system needs for the island of Kauai.
2. Conduct condition assessment, investigation, analysis and review of the Department's water systems infrastructure.
3. Provides guidance and reviews proposed development's water system planning (subdivisions, zoning and land use amendments, resorts and hotels, water service requests, etc.) to ensure compliance with the Department's Rules and Regulations and Water System Standards.
4. Determine and evaluate hydraulic criteria in the development of an efficient water system distribution network.
5. Provide information and criteria to Federal, State and County agencies, stakeholder groups and the public to assist with the management of and protection of the island's water sheds and water resources.
6. Maintain maps and records of the Department's water infrastructure.

## Program Highlights

For fiscal year 2019-2020 the Division reviewed and processed applications for subdivisions zoning, use permits, additional dwellings (ADUs), affordable rental units (ARUs), building permits and requests for water services. During FY 19-20 the Division provided guidance with the preparation and review of water master plans on Kauai. The Division assisted the Public Relations section with gathering information and provided data to assist with public inquires. The Division assisted with the Department's Project WET program (teacher education activities) and the Department's annual Make-A-Splash Festival (students and teachers 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 with the CIP implementation. The Division coordinated and assisted the USGS with various joint funded projects that included ground water data collection for Lihue, Kauai.

The Division continued to administer the update of the Kauai Water Use and Development Plan.

During FY 19-20, 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 19-20. 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 19-20 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 Division's vacant Civil Engineer II and Civil Engineer I positions are primary objectives during FY 120-21.

<b>PROGRAM MEASURES</b>	<b>FY 2018-2019 (actual)</b>	<b>FY 2019-2020 (estimate)</b>	<b>FY 2020-2021 (estimated)</b>
1. Processed subdivision applications, zoning/use permits, land use/general plan amendment, ADU clearance applications	191	210	220
2. Processed water service inquires, meter requests	433	300	315
3. Processed building permits	1039	1400	1470
4. Back Flow Inspection Program – No. of Devices	1642	1642	1642
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”			on-going

Summary Notes: Annual Operating and Capital Improvement Budget, Fiscal Year 2019-2020, **Water Resources and Planning**



General Expenses - Water Resources and Planning

Account	Description	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 Actual	FY 2020-2021 Budget
<b>Water Utility Fund</b>		<b>295,648</b>	<b>381,805</b>	<b>1,678,550</b>	<b>256,100</b>	<b>1,688,550</b>	<b>406,337</b>	<b>1,699,700</b>
<a href="#">10-22-10-540-010</a>	WU/Plan/Admin/Professional Services	\$272,638	\$359,646	\$1,635,000	\$237,171	\$1,635,000	\$399,451	\$1,635,000
<a href="#">10-22-10-563-000</a>	WU/Plan/Admin/Operating Supplies	\$346	\$2,956	\$1,250	\$332	\$1,000	\$137	\$1,000
<a href="#">10-22-10-570-010</a>	WU/Plan/Admin/Books, Publications, Subscriptions, and Memberships (NEW)	\$0	\$0	\$0	\$0	\$3,000	\$0	\$4,000
<a href="#">10-22-10-571-010</a>	WU/Plan/Admin/Training and Development	\$14,565	\$14,740	\$20,000	\$11,050	\$18,000	\$1,069	\$19,500
<a href="#">10-22-10-572-010</a>	WU/Plan/Admin/Travel & Per Diem	\$8,100	\$4,463	\$22,300	\$7,547	\$25,600	\$4,800	\$32,600
<a href="#">10-22-10-573-010</a>	WU/Plan/Admin/Meeting Expense (NEW)	\$0	\$0	\$0	\$0	\$5,950	\$880	\$7,600
	<b>SUMMARY OF OPERATING EXPENSES</b>	<b>\$295,648</b>	<b>\$381,805</b>	<b>\$1,678,550</b>	<b>\$256,100</b>	<b>\$1,688,550</b>	<b>\$406,337</b>	<b>\$1,699,700</b>
<a href="#">10-22-00-604-999</a>	WU/Plan/Capital Outlay - Rehabilitation and Replacement/Misc. Capital Purchases	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<a href="#">10-22-00-605-999</a>	WU/Plan/Capital Outlay - Expansion/Misc. Capital Purchases	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>SUMMARY OF CAPITAL PURCHASES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
	<b>SUMMARY OF OPERATING EXPENSES</b>	\$295,648	\$381,805	\$1,678,550	\$256,100	\$1,688,550	\$406,337	\$1,699,700
	<b>SUMMARY OF CAPITAL PURCHASES</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>OPERATING EXPENSES PLUS CAPITAL OUTLAY</b>	<b>\$295,648</b>	<b>\$381,805</b>	<b>\$1,678,550</b>	<b>\$256,100</b>	<b>\$1,688,550</b>	<b>\$406,337</b>	<b>\$1,699,700</b>

**TOTAL: WU/Plan/Admin/Professional Services**

**\$272,638**

**\$359,646**

**\$1,635,000**

**\$237,171**

**\$1,635,000**

**\$399,451**

**\$1,635,000**

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 Actual	FY 2020-2021 Budget
Kauai Watershed Alliance	Renewal of Annual Request			\$200,000		\$250,000		\$250,000
USGS Ground Monitoring Program	Renewal - Joint Funding Agreement (KDOW - USGS) Ground-Monitoring Program			\$45,000		\$45,000		\$45,000
Water Use and Development Plan Update	Job WRP 01, Contract 535, <b>Contract Amount: \$514,000.00 (Encumbured)</b>			\$0		\$0		\$0
Hydraulic Model Update	Updating and Calibrating the existing hydraulic model			\$300,000		\$300,000		\$300,000
WP 2040	Assist DOW to create WP 2040			\$1,040,000		\$1,040,000		\$1,040,000

Note:

**TOTAL: WU/Plan/Admin/Operating Supplies** **\$346** **\$2,956** **\$1,250** **\$332** **\$1,000** **\$137** **\$1,000**

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 Actual	FY 2020-2021 Budget
Fire Hydrant Testing Kit	Fire Hydrant Flow Testing Tools & Equipment to Calibrate Hydraulic Model							
Equipment and Supplies	Annual replacement of steel toe boots, hard hats, safety vests, ear protection, office workstation ergonomics, etc. As Needed Field Equipment (e.g. traffic cones, misc tools, field tablet, etc.) and supplies.			\$250		\$1,000		\$1,000
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 transparency.			\$1,000				



**TOTAL: WU/Plan/Admin/Training and Development**

**\$14,565**

**\$14,740**

**\$20,000**

**\$11,050**

**\$18,000**

**\$1,100**

**\$19,500**

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 Actual	FY 2020-2021 Budget
ESRI ArcMAP/GIS - Innovyze InfoWater Training Classes	On-site or off-island training courses for the Department's GIS & hydraulic modeling supervisors and implementors. The training courses will include updated and advanced GIS and hydraulic modeling concepts, utilization and implementation.	\$12,480		\$14,000		\$15,000		\$16,000
Training - Various	As needed on-island and/or off-island training to assist with the professional development of the Water Resources and Planning Division's staff. (i.e. Law, Legislation & Regulation updates & changes, GIS & GPS Concepts, Microsoft Training, Business Writing, etc).	\$60		\$3,000		\$3,000		\$3,500
Innovyze InfoWater subscription Renewal	Hydraulic Model (Innovyze) Maintenance and Support renewal.	\$2,025		\$0		\$0		\$0
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		\$0		\$0
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		\$0		\$0

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

**\$8,100**

**\$4,463**

**\$22,300**

**\$7,547**

**\$25,600**

**\$5,888**

**\$18,350**

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 Actual	FY 2020-2021 Budget
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 \$2400, per diem \$1350)			\$5,000		\$4,300		\$4,750
ESRI Water Conference	Travel accomodations and per diem for one (1) staff member to attend the annual ESRI Water Utilities Conference. (Estimate: air fare \$1000, lodging & ground transportation \$2400, per diem \$1350)							\$0
American Backflow Prevention Association Conference	Travel accomodations and per diem for one (1) staff member to attend the American Backflow Prevention Association Conference. (Estimate: air fare \$1000, lodging & ground transporation \$1750, per diem \$1000)			\$6,200		\$3,400		\$0
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 \$1750, lodging & ground transportation \$2500, per diem \$1500)			\$5,800		\$5,200		\$0
Conference/Training - Various	Travel accomodations and per diem for seven (7) staff member trips to attend off island training & meetings. (Estimate: air fare \$1550, lodging & ground transportation \$2200, per diem \$1350).		\$20	\$5,300	\$20	\$5,000		\$5,100
American Planning Association Conference	Travel accomodations and per diem for two (2) staff members to attend the American Planning Association Conference. (Estimate: air fare \$2000, lodging & ground transportation \$4000, per diem \$2500)					\$7,700		\$8,500

**TOTAL: WU/Plan/Admin/Registration Expenses**

**\$0                      \$0                      \$5,950                      \$880                      \$5,950**

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 Actual	FY 2020-2021 Budget
American Backflow Prevention Association Conference	Registration for one (1) staff member 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.					\$650		\$0
American Planning Association Conference	Registration for two (2) staff members to attend the American Planning Association Annual Conference. The American Planning Association Annual conference includes, planning area continuing education, focused water utility classes and training and professional networking with industry professionals to assist with the professional development of Planners. Attendees will learn & understand updates and advancements in planning research and best practices to continue to advance the Department's water planning and outreach program.					\$1,500		\$1,700
Conference/Training - Various - Registration	Registration fees for staff to attend various on-island and off-island professional development training and webinars.					\$2,000		\$2,250
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		\$2,000
ESRI Water Utilities Conference	Registration for one (1) staff member to attend the annual ESRI Water GIS Conference. Annual ESRI Water GIS Conference includes GIS classes, hands on software training, water utility specific group sessions and networking to assist with the professional development of ESRI users. ESRI Water GIS 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.							\$0

# FISCAL DIVISION

## PROGRAM BUDGET – FY 2020-2021

### 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**

<i>Programs Measures</i>	<i>FY 2019 (actual)</i>	<i>FY 2020 (estimate)</i>	<i>FY 2021 (estimate)</i>
Annual Financial Audit	Yes	Yes	Yes
Return on Investments	1.21%	.95%	.50%
Water billings (No. of bills issued)	264,289	268,541	270,274
New Meter applications	613	86	104
Accounts payable transaction	1673	1776	1865
Payroll checks	2126	2147	2400
Payroll processed in work days	10	10	10

**Fiscal Ongoing Activities and Initiatives:**

- Five (5) years Water Rate Study extended to FY 2023.
- Perform Annual Water Audit every December 31st.
- Prepare Financial Statements for Annual Financial Audit.
- Prepare Annual Operating and Capital Outlay budgets.
- 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 report is generated monthly and a monthly fiscal report containing the following are submitted to board for their review, discussions and appropriate actions as necessary:
  - Monthly budget vs. actual summary
  - Year to date report of encumbrances and request for new or additional funds.
  - Monthly and year date comparative charts of billed revenues, revenue cash receipts and water consumption report.
  - Year to date Statement of Net Position
- Compile from each division and prepare the annual proposed Operating and Capital Outlay budgets of the DOW. Each Division Head is 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; submitted to the County's Human Resources; may require additional data and re-submit for approval. A new position for Assistant Waterworks Controller was approved.

### **Consumer Service:**

- New CC&B hosting solution was implemented; Customer Online Portal (CAP) with credit card and online payment was implemented and now used by customers.
- Meters are read monthly and bills are sent out monthly.
- Bill payments thru "Lock box" is available.
- Automatic Bill Pay E-bill presentment are available options to pay bills until online bill pay or ACH pay are fully implemented.

General Expenses - Billing

Account	Description	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 YTD Actual	FY 2020-2021 Proposed
<b>Water Utility Fund</b>		<b>\$ 226,695</b>	<b>\$ 175,248</b>	<b>\$ 483,033</b>	<b>\$ 225,159</b>	<b>\$ 253,373</b>	<b>\$ 138,232</b>	<b>\$ 303,733</b>
<a href="#">10-30-20-540-010</a>	WU/Bill/Collection/Professional Services - General	\$ -	\$ 1,802	\$ 230,000	\$ 56,245	\$ -	\$ -	\$ 100,000
<a href="#">10-30-20-541-010</a>	WU/Bill/Collection/Other Services	\$ 24,513	\$ 23,715	\$ 35,100	\$ 20,918	\$ 35,100	\$ 15,083	\$ 26,700
<a href="#">10-30-20-541-020</a>	WU/Bill/Collection/Billing Costs	\$ 199,586	\$ 147,184	\$ 206,658	\$ 143,393	\$ 206,658	\$ 117,017	\$ 164,418
<a href="#">10-30-20-563-000</a>	WU/Bill/Collection/Operating Supplies	\$ 2,520	\$ 2,547	\$ 3,500	\$ 2,688	\$ 4,500	\$ 4,323	\$ 4,500
<a href="#">10-30-20-570-010</a>	WU/Bill/Collection/Books, Publications, Subscriptions, and Memberships	\$ -	\$ -	\$ 350	\$ -	\$ 350	\$ -	\$ 350
<a href="#">10-30-20-571-010</a>	WU/Bill/Collection/Training and Development	\$ 75	\$ -	\$ 3,000	\$ 550	\$ 3,000	\$ -	\$ 4,000
<a href="#">10-30-20-572-010</a>	WU/Bill/Collection/Travel and Per Diem	\$ -	\$ -	\$ 4,425	\$ 1,365	\$ 3,765	\$ 1,809	\$ 3,765
<b>Miscellaneous Capital Purchases</b>		<b>\$596,689</b>	<b>\$318,340</b>	<b>\$33,000</b>	<b>\$24,514</b>	<b>\$0</b>	<b>\$0</b>	<b>\$150,000</b>
<a href="#">10-30-00-604-999</a>	WU/Bill/Collection/Capital Outlay - R&R/Misc. Capital Purchases	\$ -	\$ -	\$ 33,000	\$ 24,514	\$ -	\$ -	\$ 150,000
<a href="#">10-30-00-605-999</a>	WU/Bill/Collection/Capital Outlay - Expansion/Misc. Capital Purchases	\$596,689	\$318,340	\$0	\$0	\$0	\$0	\$0
	SUMMARY OF OPERATING EXPENSES	\$ 226,695	\$ 175,248	\$ 483,033	\$ 225,159	\$ 253,373	\$ 138,232	\$ 303,733
	SUMMARY OF CAPITAL PURCHASES	\$ 596,689	\$ 318,340	\$ 33,000	\$ 24,514	\$ -	\$ -	\$ 150,000
	OPERATING EXPENSES PLUS CAPITAL OUTLAY	\$ 823,384	\$ 493,588	\$ 516,033	\$ 249,673	\$ 253,373	\$ 138,232	\$ 453,733

**TOTAL: WU/Bill/Collection/Professional Services - General**     **\$0**             **\$1,802**             **\$230,000**             **\$56,245**     **\$0**     **\$100,000**

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 YTD Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 Actual	FY 2020-2021 Budget
Project Management	To implement online and credit card payments options			\$80,000		\$0		\$0
CC&B Support and Change Requests	CC&B Software & Hardware Support - Kauai cost allocation							
Project Management	Alternative Billing Software			\$150,000		\$0		\$0
Consulting Services	Billing Software Services							\$100,000

**TOTAL: WU/Bill/Collection/Other Services**

**\$24,513**

**\$23,715**

**\$35,100**

**\$20,918**

**\$35,100**

**\$15,083**

**\$26,700**

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 YTD Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 Actual	FY 2020-2021 Budget
Armored Car Service	Deposit pick up from DOW to Bank institution			\$11,100		\$11,100		\$8,700
Lock box service	Bank fees / Lock box processing fees (moved from 541-020)			\$24,000		\$24,000		\$18,000

**TOTAL: WU/Bill/Collection/Billing Costs**

**\$199,586**

**\$147,184**

**\$206,658**

**\$143,393**

**\$206,658**

**\$117,017**

**\$164,418**

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 YTD Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 Actual	FY 2020-2021 Budget
Postage for Water Bills	Postage for Water Bills			\$117,418		\$117,418		\$117,418
Bill Processing Fees	Bill Processing fees			\$87,640		\$87,640		\$47,000
Lock box service	PO Box rental for the lockbox			\$1,600		\$1,600		\$0

**TOTAL: WU/Bill/Collection/Operating Supplies**

**\$2,520**

**\$2,547**

**\$3,500**

**\$2,688**

**\$4,500**

**\$4,323**

**\$4,500**

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 YTD Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 Actual	FY 2020-2021 Budget
Miscellaneous supplies	Binders, receipt paper, and other supplies not covered in the office supply budget, safety shoes; meter reading small tools			\$2,500		\$3,000		\$3,000
Office and Desk Accessories	Ergonomic/ADA workspace fittings; i.e. varidesks			\$1,000		\$1,500		\$1,500

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

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 YTD Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 Actual	FY 2020-2021 Budget
GFOA	Membership for one employee (to secure lower rates on conference fees)			\$350		\$350		\$350



**TOTAL: WU/Bill/Collection/Training and Development          \$75          \$0          \$3,000          \$550          \$3,000          \$0          \$4,000**

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 YTD Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 Actual	FY 2020-2021 Budget
Staff Training	CC&B and/or new CIS billing			\$0		\$0		\$0
Staff development trainings	Customer Service trainings			\$3,000		\$3,000		\$4,000

**TOTAL: WU/Bill/Collection/Travel and Per Diem**

**\$0**

**\$0**

**\$4,425**

**\$1,365**

**\$3,765**

**\$1,809**

**\$3,765**

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 YTD Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 Actual	FY 2020-2021 Budget
Staff Travel	Coordination w/ HBWS, Maui water departments (\$200+20)*3			\$660		\$0		
GFOA Conference - GASB or GAAP Trainings	Continuing Education for GASB and GAAP updates			\$3,765		\$3,765		\$3,765
	Airfare for 1 (\$1,400)							
	Hotel ( \$240*5)							
	Per diem ( \$145*7)							
	Miscellaneous (\$150)							

**TOTAL:** WU/Bill/Collection/Capital Outlay - R&R/Misc. Capital Purchases      **\$0**      **\$33,000**      **\$24,514**      **\$0**      **\$0**      **\$150,000**

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2019-2020 Actual	FY 2019-2020 Budget	FY 2019-2020 Actual	FY 2020-2021 Budget	New Request?
2W pick up truck	Replace CK 2067, 2009 Ford P/U truck with 162,000 miles			\$33,000		\$0			
AWD Compact SUV	Replace CK 2162, 2012 TYT RAV4 with 153,119 miles							\$35,000	Yes
AWD Compact SUV	Replace CK 2160, 2012TYT RAV4 with 137,284 miles							\$35,000	Yes
Lobby	Lobby Assessment (Acoustics & Slippery surface floor			\$0		\$0		\$50,000	Yes
Customer Service Counter	Improvement							\$30,000	

**TOTAL:** WU/Bill/Collection/Capital Outlay - Expansion/Misc. Capital Purchases      **\$596,689**      **\$318,340**      **\$0**      **\$10,000**      **\$0**

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2019-2020 YTD Actual as of 2/28/19	FY 2019-2020 Proposed Budget	FY 2019-2020 Actual	FY 2020-2021 Budget	New Request?
New Billing System	Implementation of a New Customer Information System (CIS) for Billing & Collection.			\$0		\$0			No
New Security System	New Security System for the new building			\$0		\$0			Yes

General Expenses - Accounting

Account	Description	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 YTD Actual	FY 2020-2021 Proposed
<b>Water Utility Fund</b>		<b>\$ 163,326</b>	<b>\$ 150,203</b>	<b>\$ 366,745</b>	<b>\$ 153,017</b>	<b>\$ 373,845</b>	<b>\$ 104,254</b>	<b>\$ 553,195</b>
<a href="#">10-31-10-540-010</a>	WU/Acctg/Admin/Professional Services - General	\$70,879	\$44,393	\$206,000	\$56,876	\$206,000	\$6,988	\$381,600
<a href="#">10-31-10-540-020</a>	WU/Acctg/Admin/Accounting and Auditing	\$58,805	\$75,132	\$106,800	\$58,668	\$106,800	\$69,900	\$106,800
<a href="#">10-31-10-541-010</a>	WU/Acctg/Admin/Other Services - General	\$16,954	\$9,154	\$21,600	\$10,031	\$25,200	\$13,924	\$25,200
<a href="#">10-31-10-562-000</a>	WU/Acctg/Admin/Office Supplies	\$13,196	\$18,221	\$22,000	\$20,307	\$22,000	\$11,901	\$22,000
<a href="#">10-31-10-563-000</a>	WU/Acctg/Admin/Operating Supplies	\$2,776	\$2,664	\$2,500	\$2,184	\$3,000	\$992	\$6,000
<a href="#">10-31-10-570-010</a>	WU/Acctg/Admin/Books, Publications, Subscriptions, and Memberships	\$200	\$0	\$760	\$200	\$760	\$150	\$760
<a href="#">10-31-10-571-010</a>	WU/Acctg/Admin/Training and Development	\$517	\$638	\$2,000	\$1,075	\$2,000	\$187	\$5,750
<a href="#">10-31-10-572-010</a>	WU/Acctg/Admin/Travel & Per Diem	\$0	\$0	\$4,485	\$3,675	\$4,485	\$212	\$4,485
<a href="#">10-31-10-573-010</a>	WU/Acctg/Admin/Meeting Expense	\$0	\$0	\$600	\$0	\$600	\$0	\$600
<b>Capital Purchases</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,000</b>	<b>\$0</b>	<b>\$0</b>
<a href="#">10-31-00-605-999</a>	WU/Bill/Collection/Capital Outlay - Expansion/Misc. Capital Purchases	\$ -	\$ -	\$ -	\$ -	\$ 3,000	\$ -	\$ -
	<b>SUMMARY OF OPERATING EXPENSES</b>	<b>\$ 163,326</b>	<b>\$ 150,203</b>	<b>\$ 366,745</b>	<b>\$ 153,017</b>	<b>\$ 370,845</b>	<b>\$ 104,254</b>	<b>\$ 553,195</b>
	<b>SUMMARY OF CAPITAL OUTLAY/ MISC. CAPITAL PURCHASES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>OPERATING EXPENSES PLUS CAPITAL OUTLAY</b>	<b>\$ 163,326</b>	<b>\$ 150,203</b>	<b>\$ 366,745</b>	<b>\$ 153,017</b>	<b>\$ 373,845</b>	<b>\$ 104,254</b>	<b>\$ 553,195</b>

**TOTAL:** WU/Acctg/Admin/Professional Services - General      **\$70,879**      **\$44,393**      **\$206,000**      **\$56,876**      **\$206,000**      **\$6,988**      **\$381,600**

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 YTD Actual	FY 2020-2021 Proposed	New Request ?
Bond Counsel	County's allocation to DOW. County makes all decisions regarding issuing and refunding bonds.			\$15,000		\$15,000		\$15,000	No
Actuarial & Valuation Services	OPEB - Other Post Employment Benefits & ERS - County and/or State - fees and costs allocation to DOW.			\$15,000		\$15,000		\$20,600	No
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	No
New Water Rate Study for FY 2017-2022	Financial Planning & Rate analysis			\$20,000		\$20,000		\$20,000	Yes
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		\$150,000		\$100,000	
Project Management	Complete Implementation of GP, Office 365 and Sharepoint							\$220,000	

**TOTAL: WU/Acctg/Admin/Accounting and Auditing**                      **\$58,805**           **\$75,132**           **\$106,800**           **\$58,668**           **\$106,800**           **\$69,900**           **\$106,800**

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 YTD Actual	FY 2020-2021 Proposed	New Request ?
Auditor	Annual financial audit (FY 2016).			\$86,800		\$86,800		\$86,800	No
Consultant	Consulting services as needed.			\$20,000		\$20,000		\$20,000	No.

**TOTAL: WU/Acctg/Admin/Other Services - General      \$16,954      \$9,154      \$21,600      \$10,031      \$25,200      \$13,924      \$25,200**

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 YTD Actual	FY 2020-2021 Proposed	New Request ?
Bank Service Fees	Analysis Charge ( Average \$1800 per month)			\$21,600		\$25,200		\$25,200	No



**TOTAL: WU/Acctg/Admin/Office Supplies**

**\$13,196**

**\$18,221**

**\$22,000**

**\$20,307**

**\$22,000**

**\$11,901**

**\$22,000**

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 YTD Actual	FY 2020-2021 Proposed	New Request ?
Copy Paper				\$5,000		\$5,000		\$5,000	No
Office Supplies	Pens, Pencils, Writing Pads, Binders, Storage Boxes, Folders, Note Pads, Etc			\$5,000		\$5,000		\$5,000	No
Freight (Office Supplies)				\$1,000		\$1,000		\$1,000	No
Miscellaneous Forms	Letterheads, envelopes, booklet covers			\$2,000		\$2,000		\$2,000	No
Janitorial Supplies				\$7,000		\$7,000		\$7,000	No
Zee Medical	Front Office			\$2,000		\$2,000		\$2,000	
Office and Desk Accessories				\$0		\$0		\$0	No

TOTAL: WU/Acctg/Admin/Operating Supplies

\$2,776

\$2,664

\$2,500

\$2,184

\$3,000

\$992

\$6,000

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 YTD Actual	FY 2020-2021 Proposed	New Request ?
Miscellaneous supplies	Binders and other specialty items not included in the Admin office supply budget			\$1,000		\$1,500		\$1,500	No
Dual Monitors	Dual Monitors								No
Office and Desk Accessories	Ergonomic/ADA workspace fittings			\$1,500		\$1,500		\$1,500	No
New Computer System	complete set up for one new position (Asst. Waterworks Controller)							\$3,000	Yes

**TOTAL:** WU/Acctg/Admin/Books, Publications, Subscriptions, and Memberships      **\$200**      **\$0**      **\$760**      **\$200**      **\$760**      **\$150**      **\$760**

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 YTD Actual	FY 2020-2021 Proposed	New Request ?
GFOA	Membership for controller (to secure lower rates on conference fees)			\$350		\$350		\$350	No
Subscriptions	GFOA subscriptions			\$410		\$410		\$410	No

**TOTAL: WU/Acctg/Admin/Training and Development**      **\$517**      **\$638**      **\$2,000**      **\$1,075**      **\$2,000**      **\$187**      **\$5,750**

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 YTD Actual	FY 2020-2021 Proposed	New Request ?
Trainings	Staff training			\$2,000		\$2,000		\$2,000	Y
	Leadership training							\$3,750	

**TOTAL: WU/Acctg/Admin/Travel & Per Diem**

**\$0                      \$0                      \$4,485                      \$3,675                      \$4,485                      \$212                      \$4,485**

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 YTD Actual	FY 2020-2021 Proposed	New Request ?
Travel & Per Diem	GFOA Conference - Continuing Education for GAAP and GASB updates			\$3,765		\$3,765		\$3,765	NO
	Airfare for 1 (\$1,400)								
	Hotel ( \$240*5)								
	Per diem ( \$145*7)								
	Miscellaneous (\$150)								
Interisland meetings	Interisland travels (240 * 3)			\$720		\$720		\$720	

**TOTAL: WU/Acctg/Admin/Meeting Expense**

**\$0          \$0          \$600          \$0          \$600          \$0          \$600**

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 YTD Actual	FY 2020-2021 Proposed	New Request ?
Registration	GFOA Conference registration			\$600		\$600		\$600	No

**TOTAL:** WU/Bill/Collection/Capital Outlay -  
Expansion/Misc. Capital Purchases

**\$0                      \$0                      \$0                      \$0                      \$3,000                      \$0                      \$0**

[Accounting \(Tess\)'A1](#)

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2018-2019 YTD Actual as of 12/31/18	FY 2020-2021 Proposed Budget	New Request?
New Computer System	complete set up for one new position					\$3,000			

Account	Description	FY 2016-2017 Actual	FY 2017-2018 Budget	FY 2017-2018 YTD Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 YTD Actual	FY 2020-2021 Proposed
<b>Water Utility Fund</b>		<b>18,716,452</b>	<b>21,967,834</b>	<b>19,020,434</b>	<b>20,975,949</b>	<b>9,924,798</b>	<b>20,095,410</b>	<b>13,761,737</b>	<b>18,701,793</b>
<a href="#">10-01-10-530-060</a>	WU/Admin/Admin/Post-Employment Benefits (OPEB)	\$968,000	\$1,002,000	\$1,002,000	\$1,011,000	\$134,576	\$1,077,000	\$789,186	\$1,077,000
<a href="#">10-00-10-547-000</a>	WU/Acctg/Admin/County Service Charge	\$2,133,294	\$2,122,038	\$2,136,510	\$2,133,294	\$2,174,298	\$2,136,510	\$1,449,532	\$2,174,298
<a href="#">10-00-90-580-000</a>	WU/Depreciation/Depreciation**	\$6,821,400	\$7,314,750	\$6,931,203	\$7,314,750	\$6,153,980	\$7,314,750	\$4,606,387	\$6,500,000
<a href="#">10-00-90-581-000</a>	WU/Depreciation/Amortization**	\$660,984	\$650,000	\$743,456	\$700,000	\$752,653	\$700,000	\$153,232	\$752,653
<a href="#">10-00-90-582-000</a>	WU/Inflows/Outflows**	-\$41,932	\$0	-\$41,932	-\$41,932	-\$41,932	-\$41,932	-\$27,954	-\$41,932
<a href="#">10-00-00-582-000</a>	WU/Interest Expense	\$3,440,092	\$3,639,100	\$3,413,738	\$3,460,087	\$3,139,065	\$3,268,048	\$2,126,288	\$3,067,232
<a href="#">10-00-00-590-000</a>	WU/Transfers to/from Other Funds	\$0	\$0	\$0	\$0	-\$2,987,016	\$0	\$0	\$0
<a href="#">10-00-00-590-001</a>	WU/Transfers to Other Funds (DSR)	\$0	-\$100,000	\$0	-\$100,000	\$0	-\$200,000	\$0	\$0
<a href="#">10-00-00-590-002</a>	WU/Transfers to Other Funds (ER)	\$0	\$400,000	\$0	\$600,000	\$0	\$800,000	\$0	\$0
<a href="#">10-00-00-602-000</a>	WU/Loan Proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<a href="#">10-00-00-682-000</a>	WU/Debt Principal Expense	\$4,717,296	\$4,835,459	\$4,835,459	\$4,883,749	\$0	\$5,017,034	\$4,657,465	\$5,160,541
<a href="#">20-00-00-590-000</a>	FRC/Transfers to Other Funds	\$0	\$2,080,486	\$0	\$1,000,000	\$585,510	\$0	\$0	\$0
<a href="#">30-31-10-541-010</a>	Bond/Transfers to Other Funds	\$17,318	\$24,000	\$0	\$15,000	\$13,664	\$24,000	\$7,601	\$12,000
<a href="#">60-00-00-590-000</a>	SRF/Transfers to Other Funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

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



**TOTAL:** WU/Admin/Admin/Post-Employment Benefits (OPEB)      \$968,000    \$1,002,000    \$1,011,000    \$134,576    \$1,077,000    \$789,186    \$1,077,000

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Proposed Budget	FY 2019-2020 Actual	FY 2020-2021 Budget
OPEB Expense	Amount is estimated and is subject to change. New valuation is coming out around end of April			\$1,011,000		\$1,077,000		\$1,077,000

**TOTAL: WU/Acctg/Admin/County Service Charge**

**\$2,133,294   \$2,136,510   \$2,133,294   \$2,174,298   \$2,136,510   \$1,449,532   \$2,174,298**

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Proposed Budget	FY 2019-2020 Actual	FY 2020-2021 Budget
County Service Charge	2,645 - 6" @ \$804 = \$2,126,580; 28 - 4" Hydrant @ \$276.00 = \$7,728 ; 310 - Standpipes @ \$129.00 = \$39,990			\$2,133,294		\$2,136,510		\$2,174,298

**TOTAL: WU/Depreciation/Depreciation\*\***

**\$6,821,400    \$6,931,203    \$7,314,750    \$6,153,980    \$7,314,750    \$4,606,387    \$6,500,000**

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Proposed Budget	FY 2019-2020 Actual	FY 2020-2021 Budget
Depreciation	Depreciation based on DOW financials			\$7,314,750		\$7,314,750		\$6,500,000

**TOTAL: WU/Depreciation/Amortization\*\***

**\$660,984**

**\$743,456**

**\$700,000**

**\$752,653**

**\$700,000**

**\$153,232**

**\$752,653**

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Proposed Budget	FY 2019-2020 Actual	FY 2020-2021 Budget
Amortization	Amortization based on FY 2019 financials			\$700,000		\$700,000		\$752,653

**TOTAL: WU/Inflows/Outflows\*\***

**-\$41,932     -\$41,932     -\$41,932     -\$41,932     -\$41,932     -\$27,954     -\$41,932**

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Proposed Budget	FY 2019-2020 Actual	FY 2020-2021 Budget
Amortization	Amortization based on financials	-\$41,932		-\$41,932		-\$41,932		-\$41,932

**TOTAL: WU/Interest Expense**

**\$3,440,092    \$3,413,738    \$3,460,087    \$3,139,065    \$3,268,048    \$2,126,288    \$3,067,232**

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Proposed Budget	FY 2019-2020 Actual	FY 2020-2021 Budget
10-00-00-582-01	1980 FmHA (93)							
10-00-00-582-02	Kauai GOB 2011 A Series (97.1)			\$112,225		\$98,850		\$83,250
10-00-00-582-03	2005A Water Bonds (86)							
10-00-00-582-04	2012A Water Bonds -Refunded Part of 2005A (97.3)			\$96,638		\$89,238		\$83,213
10-00-00-582-05	2010A Series -BAB (92)			\$2,589,724		\$2,497,446		\$2,397,178
10-00-00-582-06	2005A Water Bonds, Partial Refunding of 2001 Series A (87)			\$45,713		\$31,463		\$17,731
10-00-00-582-14	DW400-0001 - Stable 1.0 MG Tank (89)			\$145,388		\$132,053		\$118,623
10-00-00-582-21	DW400-0011 - Plh 39a, Lihue Baseyard			\$25,098		\$23,622		\$22,103
10-00-00-582-08	DW404-0001 - Hanapepe 27" Pipeline (81)			\$8,474		\$6,894		\$5,298
10-00-00-582-07	DW404-0002 - Hanapepe River Crossing (80)			\$15,203		\$12,367		\$9,504
10-00-00-582-19	DW406-0001 - Kapilimao Well (99)			\$8,127		\$5,993		\$3,830
10-00-00-582-17	DW406-0003 - Kapilimao 0.5 MG Tank (94)			\$86,792		\$79,570		\$72,321
10-00-00-582-15	DW406-0005 - Kaunualii Hwy 12 inch Main Repl Elepaio (90)			\$83,489		\$76,186		\$68,867
10-00-00-582-13	DW408-0002 - Poipu Rd 16 inch main (88)			\$79,756		\$70,693		\$61,623
10-00-00-582-18	DW410-0001 - Kokolau (98)			\$14,321		\$9,981		\$5,583
10-00-00-582-10	DW410-0005 - Lihue Steel Tanks 1 & 2 (83)			\$16,978		\$14,498		\$12,007
10-00-00-582-09	DW413-0002 - Wailua Homesteads Well No. 3 (82)			\$4,743		\$3,930		\$3,109
10-00-00-582-11	DW413-0005 - Ornellas 0.2 MG Tank (84)			\$11,302		\$9,658		\$7,996
10-00-00-582-12	DW413-0006 - 16" Waterline Kuhio Hwy Wailua (85)			\$32,364		\$28,210		\$24,050
10-00-00-582-20	DW413-0008 - Wailua Houselots Main Repl			\$43,078		\$40,282		\$37,397
10-00-00-582-16	DW434-0003 - Waha, Wawae & Niho (91)			\$40,673		\$37,116		\$33,550
10-00-90-582-000	WU/bond Inflows & Outflows							

**TOTAL: WU/Transfers to/from Other Funds**

**\$0 -\$2,987,016**

**\$0**

**\$0**

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Proposed Budget	FY 2019-2020 Actual	FY 2020-2021 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)**

**-\$100,000**

**-\$200,000**

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Proposed Budget	FY 2019-2020 Actual	FY 2020-2021 Budget
	Debt Service Reserve (50% of annual debt service, \$2.1M transferred)			-\$100,000		-\$200,000		



**TOTAL: WU/Transfers to Other Funds (ER)**

**\$600,000**

**\$800,000**

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Proposed Budget	FY 2019-2020 Actual	FY 2020-2021 Budget
25% of \$25.8M less \$3.6M transferred	Emergency Reserve (25% of Operating Expenses, \$5.9M transferred)			\$600,000		\$800,000		

**TOTAL: WU/Loan Proceeds**

**\$0**

**\$0**

**\$0**

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Proposed Budget	FY 2019-2020 Actual	FY 2020-2021 Budget
SRF Loan Proceeds	SRF Loan Proceeds			\$0				

**TOTAL: WU/Debt Principal Expense**

**\$4,717,296    \$4,835,459    \$4,883,749    \$0    \$5,017,034    \$4,657,465    \$5,160,541**

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Proposed Budget	FY 2019-2020 Actual	FY 2020-2021 Budget
01-00-00-682-01	1980 FmHA (93)			\$0				
01-00-00-682-02	Kauai GOB 2011 A Series (97.1)			\$325,000		\$340,000		\$355,000
01-00-00-682-03	2005A Water Bonds (86)							
01-00-00-682-04	2012A Water Bonds -Refunded Part of 2005A (97.3)			\$160,000		\$170,000		\$175,000
01-00-00-682-05	2010A Series -BAB (92)			\$2,185,000		\$2,275,000		\$2,375,000
01-00-00-682-06	2005A Water Bonds, Partial Refunding of 2001 Series A (87)			\$280,000		\$290,000		\$305,000
01-00-00-682-14	DW400-0001 - Stable 1.0 MG Tank (89)			\$380,260		\$381,229		\$382,261
01-00-00-682-21	DW400-0011 - Plh 39a, Lihue Baseyard			\$99,095		\$99,579		\$100,100
01-00-00-682-08	DW404-0001 - Hanapepe 27" Pipeline (81)			\$37,183		\$37,552		\$37,924
01-00-00-682-07	DW404-0002 - Hanapepe River Crossing (80)			\$66,722		\$67,385		\$68,053
01-00-00-682-19	DW406-0001 - Kapilimao Well (99)			\$50,044		\$50,548		\$51,064
01-00-00-682-17	DW406-0003 - Kapilimao 0.5 MG Tank (94)			\$196,558		\$197,385		\$198,212
01-00-00-682-15	DW406-0005 - Kaunualii Hwy 12 inch Main Repl Elepaio (90)			\$204,346		\$205,003		\$205,655
01-00-00-682-13	DW408-0002 - Poipu Rd 16 inch main (88)			\$265,565		\$265,991		\$266,415
01-00-00-682-18	DW410-0001 - Kokolau (98)			\$93,608		\$94,895		\$96,199
01-00-00-682-10	DW410-0005 - Lihue Steel Tanks 1 & 2 (83)			\$66,781		\$67,089		\$67,397
01-00-00-682-09	DW413-0002 - Wailua Homesteads Well No. 3 (82)			\$21,473		\$21,588		\$21,707
01-00-00-682-11	DW413-0005 - Ornellas 0.2 MG Tank (84)			\$42,942		\$43,188		\$43,445
01-00-00-682-12	DW413-0006 - 16" Waterline Kuhio Hwy Wailua (85)			\$121,768		\$121,964		\$122,158
01-00-00-682-20	DW413-0008 - Wailua Houselots Main Repl			\$187,862		\$188,777		\$189,772
01-00-00-682-16	DW434-0003 - Waha, Wawae & Niho (91)			\$99,542		\$99,862		\$100,179

**TOTAL: FRC/Transfers to Other Funds**

**\$0**

**\$1,000,000**

**\$585,510**

**\$0**

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Proposed Budget	FY 2019-2020 Actual	FY 2020-2021 Budget
Transfer to W/U	Proportionate FRC Debt Service (FY 2016 = 2,500,668)			\$1,000,000		\$0		
	**recorded \$1,933,657 in FY 2017							
	** Bal of FY 2016 of 567,011 will be transferred as of 6/30/18.							

**TOTAL: Bond/Transfers to Other Funds**

**\$17,318**

**\$15,000**

**\$13,664**

**\$24,000**

**\$7,601**

**\$12,000**

Line Item	Notes	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Proposed Budget	FY 2019-2020 Actual	FY 2020-2021 Budget
Custodial fee	BAB custodial fee & other investment costs			\$15,000		\$24,000		\$12,000

# Operations Division

## Program Budget – FY2020 - 2021

### 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 Administrative Section, Plant Operations Section and the Field Operations Section. There are 58 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 49 vehicles, 1 electric car, 3 mini-excavator, 2 backhoes, 2 skid steer loaders along with their various attachments, 1- 2,000 gallon water tanker truck, 5 dump trucks, 1 portable air compressor, 11 trailers, 12 trailer-mounted generators ranging in 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 2019-2020 were:

#### Personnel

- The following positions were vacated:
  - Three (3) Pipefitters (promotion to Lead Pipefitter),
  - One (1) Senior Account Clerk (promotion to Waterworks Program Technician
  - One (1) Construction and Maintenance Worker I (promotion to Maintenance Worker II)
  - One (1) Assistant Water Plant Operator (promotion to Water Plant Operator I)
  - One (1) Pipefitter Helper (promotion to Equipment Operator II)
  - Two (2) Pipefitter Helpers (promotion to Pipefitter)
- Two (2) vacant Equipment Operator II filled
- Two (2) vacant Pipefitter Helper positions filled
- Vacant Maintenance Worker I position filled
- Vacant Groundskeeper position filled
- Vacant Utility Worker position filled

- On-going recruitments:  
Utility Worker  
Lead Meter Mechanic  
Water Service Investigator I, II, III  
Senior Account Clerk

#### Source and Storage

- Contract 681, Installation of on-site Sodium Hypochlorite generation at Makaleha Well completed.
- Contract 679 Puhi Well 3 refurbishment, on-going.
- Contract 687 Anahola Well A refurbishment, on-going
- Contract 693 Koloa Well D refurbishment, on-going

#### Distribution

- As of March 31, 2020, distribution system operators responded to 284 emergency calls reporting pipeline and hydrant leaks.
- As of March 31, 2020, Operations Division personnel responded to 237 Hawaii One Call Center requests from contractors and developers for water line location markings.
- Crews replaced 15 meter boxes, and installed/replaced/repared/maintained 409 meters.
- A total of 4 live taps were performed.
- A total of 16 service laterals were installed or replaced.
- Hydrant crew replaced 4 fire hydrants
- A total of 13 temporary hydrant meter applications were processed and installed.

#### Ops Inventory, Warehouse and Baseyard Area

- Old vehicles and equipment to be auctioned. Usable vehicles were refurbished for temporary use during COVID-19 Pandemic to comply with social distancing guidelines. Carpooling is discouraged.
- Contract C632 extended, SCADA maintenance.
- Contract C648 on-going, Air conditioning maintenance.



- Contract 686 vehicle for emergency generator mechanic, on-going
- Contract 671 dump truck received, processing documents
- Contract 673 groundskeeper truck received
- Contract 676 field superintendent truck received
- Contract 674 baseyard masterplan, 100% submitted
- Contract 684 Lab truck received.
- Contract 696 heavy equipment trailers (3x) on-going
- Contract 691 Water Service Investigator truck, on-going
- Contract 694 utility truck, on-going
- Contract 695 dump truck, on-going
- Contract 692 hydrants and appurtenances, on-going

GOALS FOR THE 2020-2021 FISCAL YEAR

1. Recruit to fill vacant positions.
2. Complete offices and work stations for Operations Division at Microlab second floor.
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. Obtain quotes and execute contract for on-site generation of Sodium Hypochlorite for disinfection at Kapilimao Well.
7. Review and update the Department's Safety Program. Implement in daily operations.
8. Continue in-house projects of replacing transmission and main lines that are prone to breakage.
9. Continue in-house construction projects related to repair and maintenance of structures and infrastructure located within Department of Water remote sites.
10. Continue with the progress made in quickly responding to trouble and/or emergency calls.
11. 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.
12. Continue with the progress of reducing electric consumption.
13. Continue with the progress of reducing water loss and unbilled water.
14. Continue with the progress of replacing old and defective residential meters with new AMR meters for better billing accuracy.

General Expenses - Operations

Account	Description	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 YTD Actual	FY 2019-2020 Proposed	FY 2019-2020 YTD Actual	FY 2020-2021 Proposed
<b>Operating Expenses</b>		<b>\$4,530,088</b>	<b>\$5,158,368</b>	<b>\$6,674,677</b>	<b>\$5,023,638</b>	<b>\$6,406,677</b>	<b>\$4,073,305</b>	<b>\$6,213,677</b>
10-40-50-501-001	WU/Ops/Power/Pump/Exc-Kalaheo	\$0	\$0	\$0	\$0	\$0	\$0	\$0
10-40-50-501-002	WU/Ops/Power/Pump/Exc-Kilauea	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<a href="#">10-40-60-540-010</a>	WU/Ops/TandD/Professional Services - General	\$0	\$0	\$325,001	\$0	\$1	\$0	\$1
<a href="#">10-40-60-541-010</a>	WU/Ops/TandD/Other Services	\$993	\$640	\$2,000	\$294	\$2,000	\$662	\$2,000
<a href="#">10-40-50-543-000</a>	WU/Ops/Power/Pump/Communication Services	\$36,194	\$0	\$0	\$215	\$0	\$0	\$0
<a href="#">10-40-60-545-000</a>	WU/Ops/TandD/Rentals and Leases	\$69,831	\$4,713	\$70,000	\$38,903	\$50,000	\$10,408	\$50,000
<a href="#">10-40-50-551-000</a>	WU/Ops/Power/Pump/Utility Services	\$2,563,016	\$2,588,761	\$2,700,000	\$2,556,208	\$2,700,000	\$1,809,745	\$2,700,000
<a href="#">10-40-50-560-000</a>	WU/Ops/PandP/Repairs and Maintenance - Water System	\$8,292	\$5,730	\$50,000	\$40,658	\$50,000	\$5,695	\$40,000
<a href="#">10-40-60-560-000</a>	WU/Ops/TandD/Repairs and Maintenance - Water System	\$35,050	\$306,772	\$171,000	\$110,775	\$171,000	\$247,204	\$171,000
<a href="#">10-40-60-561-000</a>	WU/Ops/TandD/Repairs and Maintenance - Other than Water System	\$207,879	\$103,933	\$228,000	\$73,912	\$209,000	\$63,887	\$285,000
<a href="#">10-40-30-563-000</a>	WU/Ops/Source/Operating Supplies	\$38,008	\$49,962	\$75,000	\$52,877	\$60,000	\$46,450	\$210,000
<a href="#">10-40-40-563-000</a>	WU/Ops/Purification/Operating Supplies	\$34,245	\$48,115	\$78,000	\$115,070	\$101,000	\$40,982	\$91,000
<a href="#">10-40-50-563-000</a>	WU/Ops/PandP/Operating Supplies	\$36,568	\$22,616	\$95,000	\$53,144	\$185,000	\$164,259	\$35,000
<a href="#">10-40-60-563-000</a>	WU/Ops/TandD/Operating Supplies	\$251,688	\$22,616	\$250,000	\$590,894	\$255,000	\$265,180	\$255,000
<a href="#">10-40-50-563-010</a>	WU/Ops/PandP/Operating Supplies/Invty. Stock	\$1,857	\$6,580	\$15,000	\$0	\$15,000	\$11,873	\$15,000
<a href="#">10-40-60-563-010</a>	WU/Ops/TandD/Operating Supplies/Invty. Stock	\$119,269	\$260,804	\$646,000	\$0	\$646,000	\$139,710	\$386,000
<a href="#">10-40-60-564-000</a>	WU/Ops/TandD/Fuel	\$82,695	\$81,993	\$115,500	\$101,324	\$115,500	\$83,216	\$122,500
<a href="#">10-40-30-565-000</a>	WU/Ops/Source/Bulk Water Purchase	\$1,009,005	\$1,639,634	\$1,810,176	\$1,255,770	\$1,816,176	\$1,157,354	\$1,820,176
<a href="#">10-40-60-571-010</a>	WU/Ops/TandD/Training & Development	\$31,519	\$12,177	\$30,000	\$22,085	\$25,000	\$20,373	\$25,000
<a href="#">10-40-60-572-010</a>	WU/Ops/TandD/Travel & Per Diem	\$3,980	\$3,321	\$6,000	\$6,983	\$6,000	\$5,308	\$6,000
<a href="#">10-40-60-573-010</a>	WU/Ops/TandD/Meeting Expense	\$0	\$0	\$8,000	\$4,525	\$0	\$1,000	\$0
<b>Miscellaneous Capital Purchases</b>		<b>\$489,703</b>	<b>\$161,043</b>	<b>\$998,000</b>	<b>\$396,133</b>	<b>\$815,000</b>	<b>\$396,133</b>	<b>\$760,200</b>
<a href="#">10-40-00-604-999</a>	WU/Ops/Capital Outlay - R&R/Misc. Capital Purchases	\$418,234	\$151,172	\$670,000	\$305,102	\$340,000	\$305,102	\$742,000
<a href="#">10-40-00-605-999</a>	WU/Ops/Capital Outlay - Expansion/Misc. Capital Purchases	\$71,469	\$9,872	\$328,000	\$91,031	\$475,000	\$91,031	\$18,200
<b>Capital Outlay</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1</b>	<b>\$212,679</b>	<b>\$2,840,000</b>
<a href="#">10-40-00-604-166</a>	WU/Ops/Capital Outlay - R&R/SWTP Water Treatment Delivery Agreeeme	\$0	\$0	\$0	\$0	\$1	\$212,679	\$2,840,000
	SUMMARY OF OPERATING EXPENSES	<u>\$4,530,088</u>	<u>\$5,158,368</u>	<u>\$6,674,677</u>	<u>\$5,023,638</u>	<u>\$6,406,677</u>	<u>\$4,073,305</u>	<u>\$6,213,677</u>
	SUMMARY OF CAPITAL PURCHASES	<u>\$489,703</u>	<u>\$161,043</u>	<u>\$998,000</u>	<u>\$396,133</u>	<u>\$815,000</u>	<u>\$396,133</u>	<u>\$760,200</u>
	SUMMARY OF CAPITAL OUTLAY	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$1</u>	<u>\$212,679</u>	<u>\$2,840,000</u>
	OPERATING EXPENSES PLUS CAPITAL OUTLAY	<u>\$5,019,791</u>	<u>\$5,319,411</u>	<u>\$7,672,677</u>	<u>\$5,419,772</u>	<u>\$7,221,678</u>	<u>\$4,682,118</u>	<u>\$9,813,877</u>

**TOTAL: WU/Ops/TandD/Professional Services - General**

**\$0**

**\$0**

**\$325,001**

**\$0**

**\$1**

**\$1**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018 - 2019 Budget	FY 2018 - 2019 Actual	FY 2019 - 2020 Proposed	FY 2019 - 2020 Actual	FY 2020 - 2021 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				
Phase II of generator shelter design	Actual design services for remote site emergency generator and shelters							
Design services for Kilauea MCC replacement								
Design Services for old Admin Building Renovation	Preliminary Engineering Report and Assessment			\$0				
Baseyard Renovation	Preliminary Engineering Report and Assessment			\$275,000				
Medical Practitioner	Independent Medical Examiner - to examine employees with established patterns of sick leave abuse			\$1		\$1		\$1
Various MCC Refurbishments PER	Preliminary Engineering Report and Assessment			\$50,000				

**TOTAL: WU/Ops/TandD/Other Services**

**\$993**

**\$640**

**\$2,000**

**\$294**

**\$2,000**

**\$662**

**\$2,000**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018 - 2019 Budget	FY 2018 - 2019 Actual	FY 2019 - 2020 Proposed	FY 2019 - 2020 Actual	FY 2020 - 2021 Proposed
One Call	One Call Center			\$2,000		\$2,000	\$662	\$2,000

General Expenses - Operations

**TOTAL: WU/Ops/Power/Pump/Communication Services                      \$36,194                      \$0                      \$215                      \$0**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018 - 2019 Budget	FY 2018 - 2019 Actual	FY 2019 - 2020 Proposed	FY 2019 - 2020 Actual	FY 2020 - 2021 Proposed
Phone service for alarm circuits	24 circuits Budget Transferred to IT			\$0		\$0		\$0
Cell phones for standby personnel	26 phones ( 23 personnel, 3 for alarm surges) See IT Budget			\$0		\$0		\$0
DSL Service for employee to access SCADA from home	1 DSL Services - Budgeted in IT			\$0		\$0		\$0

**TOTAL: WU/Ops/TandD/Rentals and Leases**

**\$69,831**

**\$4,713**

**\$70,000**

**\$38,903**

**\$50,000**

**\$10,408**

**\$50,000**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018 - 2019 Budget	FY 2018 - 2019 Actual	FY 2019 - 2020 Proposed	FY 2019 - 2020 Actual	FY 2020 - 2021 Proposed
Construction equipment rentals.	Equipment rental. (e.g. excavator, roller, loader, scissor lift, boom lift, etc.)			\$70,000		\$50,000		\$50,000

**TOTAL: WU/Ops/Power/Pump/Utility Services**

**\$2,563,016    \$2,588,761    \$2,700,000    \$2,556,208    \$2,700,000    \$1,809,745    \$2,700,000**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018 - 2019 Budget	FY 2018 - 2019 Actual	FY 2019 - 2020 Proposed	FY 2019 - 2020 Actual	FY 2020 - 2021 Proposed
Pumping facility electricity	63 accounts			\$2,654,000		\$2,654,000		\$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 **\$8,292** **\$5,730** **\$50,000** **\$40,658** **\$50,000** **\$5,695** **\$40,000**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018 - 2019 Budget	FY 2018 - 2019 Actual	FY 2019 - 2020 Proposed	FY 2019 - 2020 Actual	FY 2020 - 2021 Proposed
Pump replacement program	Including emergency pump replacement and repairs, ongoing program.			\$50,000		\$50,000		\$40,000





**TOTAL:** WU/Ops/TandD/Repairs and Maintenance - Other than Water System      **\$207,879**      **\$103,933**      **\$228,000**      **\$73,912**      **\$209,000**      **\$63,887**      **\$285,000**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018 - 2019 Budget	FY 2018 - 2019 Actual	FY 2019 - 2020 Proposed	FY 2019 - 2020 Actual	FY 2020 - 2021 Proposed
Rehab and Restoration Services	Roadway rehab and repairs			\$75,000		\$55,000		\$55,000
Baseyard Parking Lot	Baseyard Parking Lot			\$0		\$0		\$0
Vehicle maintenance and service	Outside repair services and maintenance.			\$75,000		\$55,000		\$55,000
Debris and HazMat Disposal	Landfill and Off-Island disposal			\$20,000		\$20,000		\$20,000
Building Equipment Repairs	Building Equipment Repairs	\$0.00		\$10,000		\$10,000		\$10,000
A/C & Refrigerator Maintenance	A/C & Ref. Maint. For OPS Bldg., Microlab, New Admin Bldg., Old Admin Bldg.			\$40,000		\$40,000		\$40,000
Elevator Maintenance	Elevator Maint. For New Admin Bldg., & Microlab			\$5,000		\$5,000		\$5,000
Fire Protection	Fire Extinguishers			\$3,000		\$4,000		\$5,000
Alarm Service	Alarm Services and Maintenance					\$20,000		\$20,000
Offices	Operations offices							\$75,000



**TOTAL: WU/Ops/Purification/Operating Supplies**

**\$34,245**

**\$48,115**

**\$78,000**

**\$115,070**

**\$101,000**

**\$40,982**

**\$91,000**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018 - 2019 Budget	FY 2018 - 2019 Actual	FY 2019 - 2020 Proposed	FY 2019 - 2020 Actual	FY 2020 - 2021 Proposed
Sodium Hypochlorite and Chlorine Gas	Chemical supplies for disinfection			\$75,000		\$95,000		\$85,000
Soda Ash	pH control for source water.			\$3,000		\$6,000		\$6,000



**TOTAL: WU/Ops/TandD/Operating Supplies**

**\$251,688**

**\$22,616**

**\$250,000**

**\$590,894**

**\$255,000**

**\$265,180**

**\$255,000**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018 - 2019 Budget	FY 2018 - 2019 Actual	FY 2019 - 2020 Proposed	FY 2019 - 2020 Actual	FY 2020 - 2021 Proposed
Meter Parts	Repair parts and field testing equipment			\$15,000		\$15,000		\$15,000
Road repair supplies	Cold mix and other roadway patching materials			\$100,000		\$90,000		\$85,000
Traffic Safety Signs and Equipment	New safety and traffic control signs.			\$8,000		\$8,000		\$8,000
Safety Equipment	Cost of safety shoes, safety glasses, PUC exams, respiratory exams, uniform shirts, safety clothing, replacement tools, equipment as mandated and required by OSHA, and collective bargaining agreements. New tools and equipment for new maintenance worker crew			\$35,000		\$35,000		\$40,000
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)			\$35,000		\$50,000		\$50,000
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)			\$45,000		\$45,000		\$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			\$5,000		\$5,000		\$5,000



**TOTAL: WU/Ops/TandD/Operating Supplies/Invty. Stock**

**\$119,269**

**\$396,000**

**\$260,804**

**\$646,000**

**\$0**

**\$646,000**

**\$139,710**

**\$386,000**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Budget	FY 2017 - 2018 Actual	FY 2018 - 2019 Budget	FY 2018 - 2019 Actual	FY 2019 - 2020 Proposed	FY 2019 - 2020 Actual	FY 2020 - 2021 Proposed
Small pipeline and service line replacement parts	Pipe and valves		\$37,000		\$37,000		\$37,000		\$37,000
Large inventory items	Large diameter pipe, valves, and other items in inventory		\$14,000		\$14,000		\$14,000		\$14,000
AMI Meter Pilot tests	XXX units @ \$250 each		\$0		\$250,000		\$250,000		\$0
New & Replacement- 5/8" meters	300 ea @ \$200		\$60,000		\$60,000		\$60,000		\$60,000
Replacement meters, all other sizes	65 others @ \$600		\$39,000		\$39,000		\$39,000		\$39,000
Replacement meter boxes and covers type b	100 ea @ \$85		\$8,000		\$8,000		\$8,000		\$8,000
Replacement meter boxes and covers type x	100 ea @ \$115		\$3,000		\$3,000		\$3,000		\$3,000
Hydrant replacement	Ongoing hydrant replacement program, as needed.		\$60,000		\$60,000		\$60,000		\$85,000
Stock Inventory Items	Warehouse inventory parts and materials. (\$150K budget under 102)		\$125,000		\$125,000		\$125,000		\$100,000
SCADA Replacement Parts Inventory	Inventory parts		\$50,000		\$50,000		\$50,000		\$40,000





**TOTAL: WU/Ops/Source/Bulk Water Purchase**

**\$1,009,005    \$1,639,634    \$1,810,176    \$1,255,770    \$1,816,176    \$1,157,354    \$1,820,176**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018 - 2019 Budget	FY 2018 - 2019 Actual	FY 2019 - 2020 Proposed	FY 2019 - 2020 Actual	FY 2020 - 2021 Proposed
Princeville Utilities for Anini	24MG per Year x \$2.40 per thousand gallons plus \$148 per month standby charge			59,376.00		59,376.00		59,376.00
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		\$10,800		\$10,800
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 @ \$2.00 per thousand gallons			\$1,733,750		\$1,733,750		\$1,733,750
Moloaa	0.7MG at \$1.44 per thousand gallons			\$1,000		\$1,000		\$5,000
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			\$0		\$0		







**TOTAL: WU/Ops/Capital Outlay - R&R/Misc. Capital Purchases**      **\$418,234**      **\$845,000**      **\$151,172**      **\$670,000**      **\$722,596**      **\$340,000**      **\$305,102**      **\$742,000**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Budget	FY 2017 - 2018 Actual	FY 2018 - 2019 Proposed	FY 2018 - 2019 Actual	FY 2019 - 2020 Proposed	FY 2019 - 2020 Actual	FY 2020 - 2021 Proposed
Mini-Excavator	Replace Skid Steer Loader		\$65,000						
Leak Detection Equipment	Replacing Outdated and Non-Functioning Loggers and Pipe Locators		\$55,000						
4x4 P/U truck with Accessories	Replacing 2007 CK1957 due to mileage		\$55,000						
Medium Duty P/U Truck with Utility Body	Replacing 2004 F450 (4x4) CK1785 due to mileage		\$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		\$300,000		\$300,000		\$300,000		\$300,000
Dump Truck	Replace CK2020 due to age and mileage		\$150,000		\$165,000				
2 trailers	Replace trailers						\$40,000		
4x4 P/U truck with Accessories	Replace CK2143 2011 Dodge RAM 1500								\$60,000
Generators	150 KVA Emergency Generator (2 each)								\$200,000
Skid Steer Loaders	Replace SSL-4 and SSL-5								\$182,000
Sewer Lift Station SCADA Control Panel	Replace existing lift station control panel								\$0

**TOTAL: WU/Ops/Capital Outlay - Expansion/Misc. Capital Purchases      \$71,469      \$500,000      \$9,872      \$328,000      \$530,497      \$475,000      \$91,031      \$18,200**

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Budget	FY 2017 - 2018 Actual	FY 2018 - 2019 Proposed	FY 2018 - 2019 Actual	FY 2019 - 2020 Proposed	FY 2019 - 2020 Actual	FY 2020 - 2021 Proposed
6 tablets or laptops	6 Tablets for Remote Access to DOW Assets Information						\$15,000		
18' tilt deck trailer	trailer for tractor shredder						\$10,000		
Tractor/Shredder/Sprayer	Multi-purpose Equipment for Maintenance Workers						\$45,000		
4x4 P/U truck	Multi-purpose p/u w/hydraulic lift for new Utility Worker/Meter Mechanic/Water Service Inv						\$45,000		
Dump truck/trailer/excavator	Equipment for new Equipment Operator II						\$250,000		
F450 p/u w/utility body	work truck for new Maintenance Worker Crew						\$110,000		
F150 pickup with utility body	Water Service Leak Investigtor needs vehicle								
Leak Detection Equipment	Updated Equipment for Leak Detection								
Utility 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						
2-4x4 P/U Truck with Utility Body	Service Vehicles for Plant Electrician and Welder		\$140,000						
New 2-way and handheld radios	6 vehicular radios and 3 handheld								
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						
Inventory Scanners includes Programming and Implementation									\$18,200





Department of Water  
County of Kauai  
FY 2020-2021

Pos #	Position Title	Grade/Step	FY 2020-2021		FY 2020-2021	7.65%	24.00%	Health Benefits		
			Salaries		Proposed Salaries (ATB 3.5%-No Contract / Vacancy Funding)	FICA	ERS	Type	as of 01/2019	Year Projected
E-19	Manager & Chief Engineer	19	\$ 137,022.00	50%	\$ 68,511.00	\$ 5,241.09	\$ 16,442.64	2	\$ 863.54	\$ 10,362.48
E-30	Deputy Manager-Engineer	5	\$ 123,318.00	50%	\$ 61,659.00	\$ 4,716.91	\$ 14,798.16	2	\$ 863.54	\$ 10,362.48
2350	Civil Engineer VII	EM-7	\$ 157,260.00	25%	\$ 39,315.00	\$ 3,007.60	\$ 9,435.60	2	\$ 863.54	\$ 2,590.62
2479	Senior Clerk	SR-10 C	\$ 34,608.00	100%	\$ 34,608.00	\$ 2,647.51	\$ 8,305.92	2	\$ 863.54	\$ 10,362.48
2354	Secretary	SR-16 C	\$ 44,058.00	50%	\$ 22,029.00	\$ 1,685.22	\$ 5,286.96	2	\$ 863.54	\$ 10,362.48
<b>5</b>			<b>\$ 496,266.00</b>		<b>\$ 226,122.00</b>	<b>\$ 17,298.33</b>	<b>\$ 54,269.28</b>		<b>\$ 4,317.70</b>	<b>\$ 44,040.54</b>
2475	Information Technology Specialist III	SR-24 F	\$ 70,626.00	75%	\$ 54,823.50	\$ 4,194.00	\$ 13,157.64	F	\$ 1,116.40	\$ 13,396.80
2485	Waterworks Information Technology Manager	EM-03	\$ 138,354.00	75%	\$ 103,765.50	\$ 7,938.06	\$ 24,903.72	2	\$ 863.54	\$ 10,362.48
2615	Information Technology Specialist III	SR-24 C	\$ 62,886.00	75%	\$ 47,164.50	\$ 3,608.08	\$ 11,319.48	2	\$ 863.54	\$ 10,362.48
<b>3</b>			<b>\$ 271,866.00</b>		<b>\$ 205,753.50</b>	<b>\$ 15,740.14</b>	<b>\$ 49,380.84</b>		<b>\$ 2,843.48</b>	<b>\$ 34,121.76</b>
2468	Civil Engineer V	SR-26 L	\$ 98,190.00	100%	\$ 101,627.00	\$ 7,774.47	\$ 24,390.48	F	\$ 1,116.40	\$ 13,396.80
2358	Civil Engineer V	SR-26 K	\$ 92,718.00	0%	\$ -	\$ -	\$ -			\$ -
2458	Civil Engineer II	SR-20 C	\$ 51,774.00	75%	\$ 38,830.50	\$ 2,970.53	\$ 9,319.32	2	\$ 863.54	\$ 10,362.48
<b>2</b>			<b>\$ 242,682.00</b>		<b>\$ 140,457.50</b>	<b>\$ 10,745.00</b>	<b>\$ 33,709.80</b>		<b>\$ 1,979.94</b>	<b>\$ 23,759.28</b>
2355	Civil Engineer V	SR-26 L	\$ 96,402.00	100%	\$ 96,402.00	\$ 7,374.75	\$ 23,136.48	2	\$ 863.54	\$ 10,362.48
<b>1</b>			<b>\$ 96,402.00</b>		<b>\$ 96,402.00</b>	<b>\$ 7,374.75</b>	<b>\$ 23,136.48</b>		<b>\$ 863.54</b>	<b>\$ 10,362.48</b>
2352	Engineering Drafting Technician III	SR-19	\$ 49,182.00	75%	\$ 36,886.50	\$ 2,821.82	\$ 8,852.76	2	\$ 863.54	\$ 7,771.86
2360	Civil Engineer II	SR-20 H	\$ 62,886.00	50%	\$ 31,443.00	\$ 2,405.39	\$ 7,546.32	2	\$ 863.54	\$ 5,181.24
2494	Civil Engineer I	SR-18 C	\$ 47,946.00	50%	\$ 23,973.00	\$ 1,833.93	\$ 5,753.52	2	\$ 863.54	\$ 5,181.24
<b>3</b>			<b>\$ 160,014.00</b>		<b>\$ 92,302.50</b>	<b>\$ 7,061.14</b>	<b>\$ 22,152.60</b>		<b>\$ 2,590.62</b>	<b>\$ 18,134.34</b>
2605	Customer Service Representative I	SR-11 B	\$ 35,952.00	100%	\$ 35,952.00	\$ 2,750.33	\$ 8,628.48	2	\$ 863.54	\$ 10,362.48
2498	Accountant II	SR-20 C	\$ 51,774.00	100%	\$ 51,774.00	\$ 3,960.71	\$ 12,425.76	2	\$ 863.54	\$ 10,363.48
<b>2</b>			<b>\$ 87,726.00</b>		<b>\$ 87,726.00</b>	<b>\$ 6,711.04</b>	<b>\$ 21,054.24</b>		<b>\$ 1,727.08</b>	<b>\$ 20,725.96</b>
2619	Assistant Waterworks Controller	EM-3	\$ 76,618.50	100%	\$ 79,300.00	\$ 6,066.45	\$ 19,032.00	2	\$ 863.54	\$ 10,362.48
<b>1</b>			<b>\$ 76,618.50</b>		<b>\$ 79,300.00</b>	<b>\$ 6,066.45</b>	<b>\$ 19,032.00</b>		<b>\$ 863.54</b>	<b>\$ 10,362.48</b>
<b>1</b>			<b>\$ 164,344.50</b>		<b>\$ 167,026.00</b>	<b>\$ 12,777.49</b>	<b>\$ 40,086.24</b>		<b>\$ 2,590.62</b>	<b>\$ 31,088.44</b>
2401	Construction & Maintenance Worker I	BC-09	\$ 57,972.00	50%	\$ 28,986.00	\$ 2,217.43	\$ 6,956.64	2	\$ 863.54	\$ 5,181.24
2611	Maintenance Worker I	BC-09	\$ 57,972.00	50%	\$ 28,986.00	\$ 2,217.43	\$ 6,956.64	2	\$ 863.54	\$ 5,181.24
<b>2</b>			<b>\$ 115,944.00</b>		<b>\$ 57,972.00</b>	<b>\$ 4,434.86</b>	<b>\$ 13,913.28</b>		<b>\$ 1,727.08</b>	<b>\$ 10,362.48</b>
2461	Water Plant Operator I	BC-11	\$ 62,376.00	25%	\$ 15,594.00	\$ 1,192.94	\$ 3,742.56	2	\$ 863.54	\$ 2,590.62
2312	Assistant Water Plant Operator	BC-05	\$ 48,096.00	75%	\$ 36,072.00	\$ 2,759.51	\$ 8,657.28	-	\$ -	\$ -
<b>2</b>			<b>\$ 110,472.00</b>		<b>\$ 51,666.00</b>	<b>\$ 3,952.45</b>	<b>\$ 12,399.84</b>		<b>\$ 863.54</b>	<b>\$ 2,590.62</b>
2457	Plant Electrician	BC-11	\$ 62,376.00	8%	\$ 5,195.92	\$ 397.49	\$ 1,247.02	2	\$ 863.54	\$ 863.19
<b>1</b>			<b>\$ 62,376.00</b>		<b>\$ 5,195.92</b>	<b>\$ 397.49</b>	<b>\$ 1,247.02</b>		<b>\$ 863.54</b>	<b>\$ 863.19</b>
2602	Senior Account Clerk	SR-13 C	\$ 38,880.00	100%	\$ 38,880.00	\$ 2,974.32	\$ 9,331.20	2	\$ 863.54	\$ 10,362.48
2418	Pipefitter	BC-09	\$ 57,972.00	75%	\$ 43,479.00	\$ 3,326.14	\$ 10,434.96	2	\$ 863.54	\$ 7,771.86

2618	Repair Shop Supervisor	FII-11	\$ 75,822.00	50%	\$ 37,911.00	\$ 2,900.19	\$ 9,098.64	2	\$ 863.54	\$ 5,181.24
2614	Automotive Mechanic I	BC-10	\$ 60,168.00	0%	\$ 1.00	\$ 0.08	\$ 0.24			\$ -
2617	Water Service Investigator III	SR-16 L	\$ 62,232.00	50%	\$ 31,116.00	\$ 2,380.37	\$ 7,467.84	2	\$ 863.54	\$ 5,181.24
2616	Lead Water Meter Mechanic	WS-09	\$ 61,536.00	50%	\$ 30,768.00	\$ 2,353.75	\$ 7,384.32	2	\$ 863.54	\$ 5,181.24
2439	Equipment Operator II	BC-09	\$ 57,972.00	100%	\$ 57,972.00	\$ 4,434.86	\$ 13,913.28	2	\$ 863.54	\$ 10,362.48
2612	Utility Worker	BC-05	\$ 48,096.00	50%	\$ 24,048.00	\$ 1,839.67	\$ 5,771.52	2	\$ 863.54	\$ 5,181.24
<b>NEW</b>	Mechanic Helper	<b>BC-05</b>	\$ 48,096.00	0%	\$ 1.00	\$ 0.08	\$ 0.24			\$ -
<b>NEW</b>	Automotive Stores Clerk	<b>SR-10 B</b>	\$ 34,608.00	0%	\$ 1.00	\$ 0.08	\$ 0.24			\$ -
14			<b>\$ 545,382.00</b>		<b>\$ 264,177.00</b>	<b>\$ 20,209.54</b>	<b>\$ 63,402.48</b>		<b>\$ 6,044.78</b>	<b>\$ 49,221.78</b>
			<b>\$ 834,174.00</b>		<b>\$ 379,010.92</b>	<b>\$ 28,994.34</b>	<b>\$ 90,962.62</b>		<b>\$ 9,498.94</b>	<b>\$ 63,038.07</b>
			<b>2,265,748.50</b>	-	<b>1,307,074.42</b>	<b>99,991.19</b>	<b>313,697.86</b>	-	<b>24,684.84</b>	<b>224,544.91</b>

**Proposed Salaries and Wages  
FY 2019 - 2020**

<u>Account</u>	<u>Description</u>	<u>FY 2016 - 2017</u>	<u>FY 2017 - 2018</u>	<u>FY 2018 - 2019</u>	<u>FY 2019-2020</u>	<u>FY 2019 - 2020</u>	<u>FY 2020-2021</u>
		<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Proposed Budget</u>
<b>Water Utility Fund</b>							
<i>ADMIN</i>		<i>901,816.04</i>	<i>950,272.63</i>	<i>1,040,377.49</i>	<i>1,415,946.49</i>	<i>507,465.24</i>	<i>1,378,969.92</i>
10-01-10-510-010	WU/Admin/Admin/Salaries and Wages	561,707.14	614,324.00	655,545.19	871,128.00	348,638.31	827,571.00
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	10,814.09	9,394.98	2,000.00	2,502.20	2,000.00
10-01-10-510-030	WU/Admin/Admin/Overtime	38,213.87	23,340.03	24,218.60	30,000.00	20,842.46	30,000.00
10-01-10-510-040	WU/Admin/Admin/Standby Pay	390.40			-		-
10-01-10-520-040	WU/Admin/Admin/Compensated Annual leave				90,000.00		90,000.00
10-01-10-520-040	WU/Admin/Admin/Compensated CT				10,000.00		10,000.00
10-01-10-530-010	WU/Admin/Admin/FICA Taxes	42,472.85	49,319.20	49,371.14	80,182.00	26,897.42	76,849.68
10-01-10-530-020	WU/Admin/Admin/Retirement Contributions	208,649.35	211,494.08	247,866.36	220,688.06	79,500.32	230,297.04
10-01-10-530-030	WU/Admin/Admin/Life and Health Insurance	47,537.14	40,981.23	53,981.22	66,949.12	29,084.53	67,252.20
<i>I.T.</i>		<i>315,235.20</i>	<i>359,163.89</i>	<i>356,499.18</i>	<i>334,668.51</i>	<i>120,348.05</i>	<i>388,033.95</i>
10-02-10-510-010	WU/IT/Admin/Salaries and Wages	160,361.59	194,141.00	193,677.00	214,258.00	63,235.23	244,633.50
10-02-10-510-020	WU/IT/Admin/Temporary Assignment	1,105.38	221.20	2,365.42	500.00	8,828.63	500.00
10-02-10-510-030	WU/IT/Admin/Overtime	48,773.82	44,621.74	33,358.14	30,000.00	15,104.05	30,000.00
10-02-10-510-040	WU/IT/Admin/Standby Pay				-		-
10-02-10-530-010	WU/IT/Admin/FICA Taxes	15,046.33	17,843.61	20,666.00	18,724.00	5,839.52	21,047.71
10-02-10-530-020	WU/IT/Admin/Retirement Contributions	77,651.55	90,218.03	90,206.48	53,847.00	17,399.26	66,032.04
10-02-10-530-030	WU/IT/Admin/Life and Health Insurance	12,296.53	12,118.31	16,226.14	17,340.00	9,941.36	25,820.70
<i>WATER QUALITY</i>		<i>326,727.21</i>	<i>342,611.08</i>	<i>353,902.94</i>	<i>328,486.42</i>	<i>180,100.09</i>	<i>351,836.82</i>
10-10-40-510-010	WU/QualPurif/Admin/Salaries and Wages	216,662.76	227,789.00	235,475.50	241,893.00	130,352.54	254,442.00
10-10-40-510-020	WU/QualPurif/Admin/Temporary Assignment	1,414.87	869.67	1,104.56	1,500.00	944.12	1,500.00
10-10-40-510-030	WU/QualPurif/Admin/Overtime	1,397.81	269.56	207.01	2,000.00	3,758.54	3,000.00
10-10-40-510-040	WU/QualPurif/Admin/Standby Pay						
10-10-40-530-010	WU/QualPurif/Admin/FICA Taxes	15,903.48	17,032.57	17,640.01	18,772.56	9,871.00	19,809.06
10-10-40-530-020	WU/QualPurif/Admin/Retirement Contributions	81,032.93	86,846.90	88,967.92	53,986.46	29,167.89	62,146.08
10-10-40-530-030	WU/QualPurif/Admin/Life and Health Insurance	10,315.36	9,803.38	10,507.94	10,334.40	6,006.00	10,939.68
<i>ENGINEERING</i>		<i>407,261.81</i>	<i>381,265.81</i>	<i>321,314.07</i>	<i>510,008.24</i>	<i>166,367.14</i>	<i>406,038.92</i>
10-20-10-510-010	WU/Eng/Admin/Salaries and Wages	243,947.20	229,591.00	195,245.50	358,838.00	113,951.77	280,944.70
10-20-10-510-020	WU/Eng/Admin/Temporary Assignment	4,218.18	6,008.52	6,705.13	8,500.00	861.31	1,000.00
10-20-10-510-030	WU/Eng/Admin/Overtime	23,766.51	18,322.22	8,087.88	10,000.00	3,595.46	10,000.00
10-20-10-510-040	WU/Eng/Admin/Standby Pay						
10-20-10-530-010	WU/Eng/Admin/FICA Taxes	19,670.48	18,751.22	15,553.35	28,866.36	9,237.94	22,333.77
10-20-10-530-020	WU/Eng/Admin/Retirement Contributions	95,413.03	90,700.06	78,870.86	83,014.36	27,768.23	70,066.73
10-20-10-530-030	WU/Eng/Admin/Life and Health Insurance	20,246.41	17,892.79	16,851.35	20,789.52	10,952.43	21,693.72

Account	Description	FY 2016 - 2017	FY 2017 - 2018	FY 2018 - 2019	FY 2019-2020	FY 2019 - 2020	FY 2020-2021
		Actual	Actual	Actual	Budget	Actual	Proposed Budget
<b>CONSTRUCTION MANAGEMENT</b>		<b>528,520.74</b>	<b>512,244.52</b>	<b>579,089.08</b>	<b>1,031,848.57</b>	<b>327,020.06</b>	<b>833,332.83</b>
10-21-10-510-010	WU/Const/Admin/Salaries and Wages	344,275.35	323,479.00	364,816.96	718,049.00	231,346.00	574,282.00
10-21-10-510-020	WU/Cons/Admin/Temporary Assignment		1,081.40	-	5,000.00		2,000.00
10-21-10-510-030	WU/Cons/Admin/Overtime	14,374.69	8,770.22	10,831.53	25,000.00	3,336.44	15,000.00
10-21-10-510-040	WU/Cons/Admin/Standby Pay						
10-21-10-530-010	WU/Cons/Admin/FICA Taxes	25,929.62	24,298.69	27,351.52	57,225.75	17,444.91	45,233.07
10-21-10-530-020	WU/Cons/Admin/Retirement Contributions	129,751.38	123,801.47	139,428.87	164,570.78	52,111.62	141,907.68
10-21-10-530-030	WU/Cons/Admin/Life and Health Insurance	14,189.70	30,813.74	36,660.20	62,003.04	22,781.09	54,910.08
<b>WRP</b>		<b>677,803.00</b>	<b>720,596.91</b>	<b>748,438.84</b>	<b>781,812.96</b>	<b>396,998.18</b>	<b>806,472.02</b>
10-22-10-510-010	WU/Wrp/Admin/Salaries and Wages	425,186.07	448,385.00	462,861.00	536,606.00	248,273.80	536,417.00
10-22-10-510-020	WU/Wrp/Admin/Temporary Assignment	824.80	1,533.99	5,645.97	5,000.00	3,266.85	5,000.00
10-22-10-510-030	WU/Wrp/Admin/Overtime	9,951.78	13,708.04	12,015.69	15,000.00	31,474.02	15,000.00
10-22-10-510-040	WU/Wrp/Admin/Standby Pay						
10-22-10-530-010	WU/Wrp/Admin/FICA Taxes	29,733.29	32,782.50	33,338.14	42,580.36	19,590.16	42,565.90
10-22-10-530-020	WU/Wrp/Admin/Retirement Contributions	162,516.79	173,924.57	178,814.59	122,453.32	62,832.73	133,540.08
10-22-10-530-030	WU/Wrp/Admin/Life and Health Insurance	49,590.27	50,262.81	55,763.45	60,173.28	31,560.62	73,949.04
<b>FISCAL-BILLING</b>		<b>791,742.13</b>	<b>802,644.47</b>	<b>807,338.15</b>	<b>835,985.00</b>	<b>340,523.95</b>	<b>874,872.56</b>
10-30-20-510-010	WU/Bill/Colln/Salaries and Wages	461,919.77	477,987.00	458,705.48	542,886.00	212,066.85	551,856.00
10-30-20-510-020	WU/Bill/Colln/Temporary Assignment	5,227.33	3,358.28	5,554.43	5,000.00	6,809.92	5,000.00
10-30-20-510-030	WU/Bill/Colln/Overtime	62,631.46	53,149.91	65,849.87	60,000.00	29,839.56	60,000.00
10-30-20-510-040	WU/Bill/Colln/Standby Pay				-		-
10-30-20-530-010	WU/Bill/Colln/FICA Taxes	37,253.29	37,160.41	39,088.98	46,503.28	17,642.36	47,189.48
10-30-20-530-020	WU/Bill/Colln/Retirement Contributions	190,998.54	196,161.19	193,936.57	133,734.92	54,535.22	148,045.44
10-30-20-530-030	WU/Bill/Colln/Life and Health Insurance	33,711.74	34,827.68	44,202.82	47,860.80	22,533.09	62,781.64
<b>FISCAL - ACCOUNTING</b>		<b>746,732.18</b>	<b>761,442.47</b>	<b>779,374.74</b>	<b>795,850.72</b>	<b>398,459.00</b>	<b>949,298.79</b>
10-31-10-510-010	WU/Acctg/Admin/Salaries and Wages	406,898.03	447,502.00	454,216.14	506,989.00	250,920.10	612,757.00
10-31-10-510-020	WU/Acctg/Admin/Temporary Assignment	4,382.88	4,033.92	9,089.62	10,000.00	5,023.57	10,000.00
10-31-10-510-030	WU/Acctg/Admin/Overtime	79,401.27	51,231.33	49,115.51	60,000.00	35,391.74	60,000.00
10-31-10-510-040	WU/Acctg/Admin/Standby Pay				-		-
10-31-10-530-010	WU/Acctg/Admin/FICA Taxes	34,451.42	36,268.62	39,291.42	44,139.66	21,462.74	52,230.91
10-31-10-530-020	WU/Acctg/Admin/Retirement Contributions	177,864.49	181,912.05	187,296.47	126,937.58	62,722.35	163,861.68
10-31-10-530-030	WU/Acctg/Admin/Life and Health Insurance	43,734.09	40,494.55	40,365.58	47,784.48	22,938.50	50,449.20
<b>OPS - PLANT - SOURCE</b>		<b>396,368.60</b>	<b>520,008.41</b>	<b>480,829.60</b>	<b>590,112.12</b>	<b>277,539.22</b>	<b>653,770.21</b>
10-40-30-510-010	WU//Ops/Source/Salaries and Wages	248,044.91	321,729.00	301,732.04	418,864.00	198,755.00	464,124.00
10-40-30-510-020	WU/Ops/Source/Temporary Assignment	983.17	2,891.59	6,506.20	3,000.00	1,724.31	3,000.00
10-40-30-510-030	WU/Ops/Source/Overtime	5,446.70	11080.95	3711.35	6,000.00	1553.99	6,000.00
10-40-30-510-040	WU/Ops/Source/Standby Pay						
10-40-30-530-010	WU/Ops/Source/FICA Taxes	16,976.31	23,030.54	22,090.52	32,731.60	14,475.73	36,193.99
10-40-30-530-020	WU/Ops/Source/Retirement Contributions	93,802.91	124,873.05	116,475.00	94,130.08	44,686.34	113,549.76
10-40-30-530-030	WU/Ops/Source/Life and Health Insurance	31,114.60	36,403.28	30,314.49	35,386.44	16,343.85	30,902.46

Account	Description	FY 2016 - 2017	FY 2017 - 2018	FY 2018 - 2019	FY 2019-2020	FY 2019 - 2020	FY 2020-2021
		Actual	Actual	Actual	Budget	Actual	Proposed Budget
<b>OPS - PLANT - PURIFICATION</b>		<b>366,519.49</b>	<b>338,533.98</b>	<b>290,438.90</b>	<b>346,752.41</b>	<b>169,238.24</b>	<b>439,121.42</b>
10-40-40-510-010	WU/Ops/Purification/Salaries and Wages	185,999.05	187,861.00	143,359.68	\$ 216,457.00	93,894.50	\$ 273,786.00
10-40-40-510-020	WU/Ops/Purification/Temporary Assignment	1,295.98	885.27	2,088.56	1,500.00	3,414.47	1,500.00
10-40-40-510-030	WU/Ops/Purification/Overtime	40,341.47	27,233.46	35,655.27	30,000.00	25,051.01	30,000.00
10-40-40-510-040	WU/Ops/Purification/Standby Pay	9,691.64	8,826.60	8,338.32	10,000.00	4,556.24	10,000.00
10-40-40-530-010	WU/Ops/Purification/FICA Taxes	18,410.88	16,763.05	14,514.35	19,733.71	9,454.15	24,119.38
10-40-40-530-020	WU/Ops/Purification/Retirement Contributions	97,591.10	86,107.24	77,297.04	56,750.54	27,818.80	75,668.64
10-40-40-530-030	WU/Ops/Purification/Life and Health Insurance	13,189.37	10,857.36	9,185.68	12,311.16	5,049.07	24,047.40
<b>OPS - PLANT - POWER &amp; PUMPING</b>		<b>273,200.64</b>	<b>289,952.07</b>	<b>317,751.28</b>	<b>300,746.05</b>	<b>166,143.66</b>	<b>301,639.86</b>
10-40-50-510-010	WU/Ops/PnP/Salaries and Wages	164,471.07	177,370.00	187,056.00	\$ 205,006.96	104,720.50	\$ 202,211.92
10-40-50-510-020	WU/Ops/PnP/Temporary Assignment	2,089.78	3,865.90	5,769.80	4,000.00	1,882.32	4,000.00
10-40-50-510-030	WU/Ops/PnP/Overtime	11,769.64	8,533.74	15,224.32	8,000.00	13,774.51	8,000.00
10-40-50-510-040	WU/Ops/PnP/Standby Pay						
10-40-50-530-010	WU/Ops/PnP/FICA Taxes	12,093.11	13,213.34	14,806.54	16,601.03	8,716.97	16,387.21
10-40-50-530-020	WU/Ops/PnP/Retirement Contributions	64,477.71	69,549.98	76,561.95	47,741.53	26,577.60	51,410.86
10-40-50-530-030	WU/Ops/PnP/Life and Health Insurance	18,299.33	17,419.11	18,332.67	19,396.52	10,471.76	19,629.86
<b>OPS - FIELD - TandD</b>		<b>3,147,051.63</b>	<b>3,068,716.09</b>	<b>3,206,815.68</b>	<b>3,594,239.36</b>	<b>1,613,098.78</b>	<b>3,665,471.70</b>
10-40-60-510-010	WU/Ops/TnD/Salaries and Wages	1,515,887.78	1,593,799.00	1,676,458.90	2,189,736.00	921,744.88	2,179,850.50
10-40-60-510-020	WU/Ops/TnD/Temporary Assignment	17,536.58	19,864.56	32,346.36	25,000.00	15,394.77	25,000.00
10-40-60-510-030	WU/Ops/TnD/Overtime	243,254.53	230,811.55	239,382.82	210,000.00	144,385.40	210,000.00
10-40-60-510-040	WU/Ops/TnD/Standby Pay	172,110.24	187,515.12	183,787.68	185,000.00	106,122.22	185,000.00
10-40-60-530-010	WU/Ops/TnD/FICA Taxes	136,584.49	144,652.30	153,422.70	199,644.80	86,702.34	198,888.56
10-40-60-530-020	WU/Ops/TnD/Retirement Contributions	889,969.14	722,391.20	736,571.55	574,141.92	236,677.77	623,964.12
10-40-60-530-030	WU/Ops/TnD/Life and Health Insurance	171,708.87	169,682.36	184,845.67	210,716.64	102,071.40	242,768.52
<b>GRAND TOTALS</b>		<b>8,878,978.67</b>	<b>3,880,073.66</b>	<b>3,880,073.66</b>	<b>10,866,456.84</b>	<b>3,880,073.66</b>	<b>11,048,859.01</b>
10-01-10-510-010	WU/Admin/Admin/Salaries and Wages	4,935,360.72	5,243,957.00	5,329,149.39	7,065,710.51	2,917,899.48	7,047,875.62
10-01-10-510-020	WU/Admin/Admin/Temporary Assignment	41,924.24	55,428.39	86,571.03	71,000.00	50,652.47	60,500.00
10-01-10-510-030	WU/Admin/Admin/Overtime	579,323.55	491,072.75	497,657.99	486,000.00	328,107.18	477,000.00
10-01-10-510-040	WU/Admin/Admin/Standby Pay	182,192.28	196,341.72	192,126.00	195,000.00	110,678.46	195,000.00
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
10-01-10-530-010	WU/Admin/Admin/FICA Taxes	404,525.55	431,116.05	447,134.67	605,704.85	247,335.24	602,848.73
10-01-10-530-020	WU/Admin/Admin/Retirement Contributions	2,269,718.92	2,157,979.82	2,212,293.66	1,731,996.31	721,798.13	1,880,490.15
10-01-10-530-030	WU/Admin/Admin/Life and Health Insurance	465,933.41	471,556.60	517,237.21	611,045.16	289,733.70	685,144.50
<b>Budget Increase</b>					<b>1,118,740.85</b>		<b>182,402.17</b>

## H. NEW BUSINESS

3. Manager's Report No. 20-51 -  
Discussion and Possible Action regarding the Agenda Item E(2) communication from the Salary Commission requesting the Board's opinion on the challenges that the Board is facing while hiring a Manager & Chief Engineer

# Staff Reports



DEPARTMENT OF WATER  
County of Kaua'i

*“Water has no Substitute – Conserve It!”*

**FISCAL REPORT: MONTHLY SUMMARY HIGHLIGHTS – FEBRUARY, 2020**

**I. BUDGET SUMMARY VS. ACTUAL** (see attached report for details)

**YEAR TO DATE (YTD) BUDGET & ACTUAL EXPENSES SUMMARY – AS OF FEBRUARY, 2020**

	<u>BUDGET</u>	<u>vs</u>	<u>EXPENSED</u>
· Operating Expenses	\$21,925,519		13,838,927
· Debt Principal Payment	2,926,604		4,339,745
· Capital Projects	<u>26,999,744</u>		<u>3,248,972</u>
TOTAL	<u>\$51,851,867</u>		<u>\$21,427,644</u>

**REVENUES:** VARIANCE = “ACTUAL” LESS “BUDGET”; POSITIVE INDICATES HIGHER PERFORMANCE THAN EXPECTED.

- Total Revenue as of February, 2020 was 3% below projection.
  - Water sales of \$16.4 million (M) was \$654 thousand (K) higher or 4%.
  - Other Water Revenue - Receipts of \$115.8K was \$30K below projection or -21%.
  - Capital Contributions: Contributions from Federal & State Grants – 1.84M.
  - Investment Income & Net Increase in FV of Investments – 229.7K.
  - Miscellaneous Revenues - \$2.4K

**OPERATING EXPENSES:** VARIANCE = BUDGET LESS ACTUAL

EXPENSES; POSITIVE INDICATES LESS SPENDING THAN PLANNED. **REVISED YTD BUDGET COLUMNS INCLUDE PO ROLLOVER FROM FY ENDING 2019.**

- YTD Operating Expenses before depreciation and amortization was \$13.8M. Total spending was \$8.1M less than planned or budgeted; a positive variance of 37%.
  - Employee Related Expenses –\$5.35M with a 23% positive variance.
  - Contracts & Services – \$3.37M with a 60% positive variance.
  - - Professional Services, Other Services – Billing, Communication, Insurance and Repairs and Maintenance for non-water systems are the main items contributing to the 60% positive variance.
  - Exceptional Expenses – None.
  - Fuel & Utilities – \$1.59M; 12% positive variance.
  - Bulk Water Purchase –\$880.5K, 17% positive variance.
  - Office & Operating Supplies – \$738.8K, 43% positive variance.
  - Training, Travel & Meeting Expenses – \$77.9K; 53% positive variance.
  - Debt Service – Interest Expense - \$1.84M; 2% positive variance.
  - Depreciation & Amortization (non-cash expenses) is \$4.2M; 11% positive variance.





# DEPARTMENT OF WATER

County of Kaua'i

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## NET OPERATING INCOME:

- Net Operating Income before depreciation and amortization - \$5.98M.
- Net Operating Income after depreciation & amortization was \$1.81M.

## NON-OPERATING PROCEEDS & DISBURSEMENTS

- SRF Loan Proceeds – None
- FRC – Facility Reserve Charge –\$809K
- YTD Debt Principal Payment is \$4.34M

## CAPITAL PROJECTS BUDGET: YTD DISBURSEMENTS = \$4,239,195.93

- Capital Projects: Water Utility Fund - \$2.59M
- Capital Projects: FRC Fund – \$0.0
- Capital Projects: BAB Fund - \$661K
- Capital Projects: SRF Loan Fund - None

## II. FY 2019 – 2020 CERTIFICATION OF FUNDS YTD \$7,178,695 (NO NEW CERTIFICATION, SAME AS JANUARY, 2020)

	REPORT TO MANAGER (with approved Budget)	MANAGER'S REPORT (New Budget Requests)
Water Utility Fund	\$2,929,932	\$4,085,742
FRC Fund	\$9,567	\$0
BAB Fund	\$0.00	\$153,454
<b>Total</b>	<b>\$2,939,499</b>	<b>\$4,239,196</b>

## III. COMPARATIVE CHARTS:

### METERED CONSUMPTION:

- February, 2020, monthly metered consumption was 285.2 million gallons (mg) which decreased by 20.7 mg as compared from the same month of FY 2019.
- Year to Date (YTD) metered consumption as of 2/29/20 was 2,612 mg; YTD cumulative increase of 50 mg as compared from the same month of FY 2019.

## IV. COMPARATIVE BALANCE SHEET: SEE ATTACHED.

Statement of Net Position as of February 28, 2020 (unadjusted).

## V. OTHER FISCAL ONGOING ACTIVITIES/INITIATIVES:

- Five (5) years Water Rate Study – The study was deferred and is to be rescheduled at a later time that is yet to be determined. The staff submitted a draft proposed board policy for board’s review, discussion and action to address the cash equivalence of the pension and net OPEB obligations that could be made available for DOW’s budget and appropriations. If the proposed policy is approved, it could free up some funds to be used for planned projects and which may result with a positive impact on the rate study.



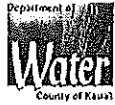
# DEPARTMENT OF WATER

County of Kaua'i

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- FEMA update: DOW submitted a request for an additional 30 months' extension to complete two outstanding projects for FEMA grant funding reimbursement; the Makaleha tunnel and Mānoa Stream.
- Develop Financial Policies for DOW – scope of work is in progress; procurement of Consultants will follow.
- Budget Program Solution – It will be addressed concurrently with the Financial Policies Development procurement.
- Upcoming: Water Audit & Annual Proposed Budget.

MY/ein



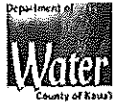
Department of Water, County of Kauai  
 Monthly Budget Summary vs. Actual  
 SUMMARY  
 2/29/2020

	February				FY 2020			
	Original Budget	Revised Budget	Actual	Variance	Revised YTD Budget	YTD Actual	*Variance	Variance %
<b>I. OPERATING BUDGET</b>								
<b>Revenue</b>								
Water Sales	\$2,244,154.00	\$2,244,154.00	\$2,018,550.52	(\$225,603.48)	\$17,953,232.00	\$18,381,224.21	\$427,992.21	2%
Revenue from Public Fire Protection	178,042.00	178,042.00	181,191.50	3,149.50	1,424,336.00	1,449,532.00	25,196.00	2%
Other Water Revenue	20,833.00	20,833.00	5,942.19	(14,890.81)	166,664.00	121,784.43	(44,879.57)	(27%)
Federal Grants	90,897.00	90,897.00		(90,897.00)	727,176.00		(727,176.00)	(100%)
State Grants	316,666.00	316,666.00		(316,666.00)	2,533,328.00	1,350,363.82	(1,182,964.18)	(47%)
Capital Contributions	50,990.00	50,990.00	69,678.05	18,688.05	407,920.00	557,364.40	149,444.40	37%
Net Increase in Fair Value of Investments	(2,500.00)	(2,500.00)	61,419.83	63,919.83	(20,000.00)	99,385.31	119,385.31	(597%)
Investment Income	22,084.00	22,083.67	166,693.13	144,609.46	176,669.36	358,461.24	181,791.88	103%
Gain or Loss on Disposal of Capital Assets	417.00	416.67		(416.67)	3,333.36		(3,333.36)	(100%)
Gain or Loss from the Retirement of Debt								
Miscellaneous Revenues	83.00		812.50	812.50		3,242.57	3,242.57	
<b>Total Revenue</b>	<b>2,921,666.00</b>	<b>2,921,582.34</b>	<b>2,504,287.72</b>	<b>(417,294.62)</b>	<b>23,372,658.72</b>	<b>22,321,357.98</b>	<b>(1,051,300.74)</b>	<b>(4%)</b>
<b>Employee-Related Expenses</b>								
Salaries and Wages (includes Leaves & CTO)	597,142.00	597,142.00	447,510.89	149,631.11	4,777,143.00	3,361,652.03	1,415,490.97	30%
Temporary Assignment	5,917.00	5,917.00	10,006.24	(4,089.24)	47,332.00	60,658.71	(13,326.71)	(28%)
Overtime	40,500.00	40,500.00	48,839.74	(8,339.74)	324,000.00	376,946.92	(52,946.92)	(16%)
Standby	16,250.00	16,250.00	15,077.82	1,172.18	130,000.00	125,756.28	4,243.72	3%
FICA	50,474.00	50,474.00	38,142.74	12,331.26	403,810.00	285,477.98	118,332.02	29%
Retirement Contribution	144,332.00	144,332.00	111,122.44	33,209.56	1,154,669.00	832,920.57	321,748.43	28%
Life & Health Insurance	50,919.00	50,919.00	44,752.37	6,166.63	407,369.00	334,486.07	72,882.93	18%
Workers Compensation			3,198.45	(3,198.45)		5,017.35	(5,017.35)	
Unemployment Compensation	1,250.00	1,250.00		1,250.00	10,000.00		10,000.00	100%
Post Employment Benefits (OPEB)	89,752.00	89,752.00	105,613.37	(15,861.37)	717,994.00	789,186.22	(71,192.22)	(10%)
<b>Total Employee-Related Expenses</b>	<b>996,536.00</b>	<b>996,536.00</b>	<b>824,264.06</b>	<b>172,271.94</b>	<b>7,972,317.00</b>	<b>6,172,102.13</b>	<b>1,800,214.87</b>	<b>23%</b>
<b>Contracts &amp; Services</b>								
Professional Services-General	303,613.00	303,613.00	31,816.36	271,796.64	5,743,101.83	1,462,998.98	4,280,102.85	75%
Professional Services-Accounting & Auditing	8,900.00	8,900.00		8,900.00	71,200.00	69,900.00	1,300.00	2%
Other Services-General	5,374.00	5,374.00	4,477.43	896.57	47,709.99	44,830.04	2,879.95	6%
Other Services-Billing Costs	17,221.00	17,221.00		17,221.00	290,460.06	113,657.49	176,802.57	61%
Public Relations-General	6,674.00	6,674.00	753.93	5,920.07	61,711.06	52,899.53	8,811.53	14%
Procurement Advertising	833.00	833.00		833.00	6,668.00	4,247.11	2,420.89	36%
Communication Services	10,596.00	10,596.00	4,644.92	5,951.08	130,372.20	70,518.59	59,853.61	46%
Freight and Postage	1,365.00	1,365.00		1,365.00	10,910.00	1,507.73	9,402.27	86%
Rentals and Leases	10,924.00	10,924.00	4,021.22	6,902.78	116,679.89	41,674.35	75,005.54	64%
Insurance	32,917.00	32,917.00		32,917.00	263,332.00	1,357.70	261,974.30	99%
County Service Charge	178,042.00	178,042.00	181,191.50	(3,149.50)	1,424,342.00	1,449,532.00	(25,190.00)	(2%)
Repairs and Maintenance-Water System	18,417.00	18,417.00		18,417.00	172,346.43	74,425.00	97,921.43	57%
Repairs and Maint-Non Water System	58,396.00	58,396.00	50,321.42	8,074.58	785,292.37	255,646.73	529,645.64	67%
<b>Total Contracts &amp; Services</b>	<b>653,272.00</b>	<b>653,272.00</b>	<b>277,226.78</b>	<b>376,045.22</b>	<b>9,124,125.83</b>	<b>3,643,195.25</b>	<b>5,480,930.58</b>	<b>60%</b>



Department of Water, County of Kauai  
 Monthly Budget Summary vs. Actual  
 SUMMARY  
 2/29/2020

	February				FY 2020			
	Original Budget	Revised Budget	Actual	Variance	Revised YTD Budget	YTD Actual	*Variance	Variance %
<b>Exceptional Expenses</b>								
FY2014 & FY2015 Kalaheo Emergency								
FY 2015 Kilauea								
Abandoning Hanamaulu Wells 1 & 2					261,975.00		261,975.00	100%
<b>Total Exceptional Expenses</b>					<b>261,975.00</b>		<b>261,975.00</b>	<b>100%</b>
<b>Fuel &amp; Utilities</b>								
Utility Services	238,552.00	238,552.00	72,525.30	166,026.70	1,924,449.59	1,595,054.55	329,395.04	17%
Fuel	9,625.00	9,625.00	3,894.36	5,730.64	130,203.50	73,300.90	56,902.60	44%
<b>Total Fuel &amp; Utilities</b>	<b>248,177.00</b>	<b>248,177.00</b>	<b>76,419.66</b>	<b>171,757.34</b>	<b>2,054,653.09</b>	<b>1,668,355.45</b>	<b>386,297.64</b>	<b>19%</b>
<b>Bulk Water Purchase</b>								
Bulk Water Purchase	151,348.00	151,348.00	138,587.64	12,760.36	1,210,784.00	1,019,083.04	191,700.96	16%
<b>Total Bulk Water Purchase</b>	<b>151,348.00</b>	<b>151,348.00</b>	<b>138,587.64</b>	<b>12,760.36</b>	<b>1,210,784.00</b>	<b>1,019,083.04</b>	<b>191,700.96</b>	<b>16%</b>
<b>Office &amp; Operating Supplies</b>								
Office Supplies	1,833.00	1,833.00	534.19	1,298.81	14,668.36	10,486.70	4,181.66	29%
Operating Supplies	113,025.00	113,025.00	(236,474.56)	349,499.56	1,382,619.02	478,472.80	904,146.22	65%
Books, Subscriptions and Dues	2,737.00	2,737.00	6,711.00	(3,974.00)	21,897.00	20,601.77	1,295.23	6%
Books, Subscriptions and Dues - Board	91.00	91.00	91.00	91.00	731.00	731.00	731.00	100%
<b>Total Office &amp; Operating Supplies</b>	<b>117,686.00</b>	<b>117,686.00</b>	<b>(229,229.37)</b>	<b>346,915.37</b>	<b>1,419,915.38</b>	<b>509,561.27</b>	<b>910,354.11</b>	<b>64%</b>
<b>Training, Travel &amp; Meeting Expenses</b>								
Training and Development	6,740.00	6,740.00	742.00	5,998.00	69,336.12	29,533.15	39,802.97	57%
Travel and Per Diem	8,885.00	8,885.00	3,168.25	5,716.75	71,070.00	38,642.19	32,427.81	46%
Travel and Per Diem - Board	1,748.00	1,748.00	1,748.00	1,748.00	13,978.00	13,978.00	13,978.00	100%
Meeting Expense	3,108.00	3,108.00	3,108.00	3,108.00	27,156.95	12,757.55	14,399.40	53%
Meeting Expense - Board	829.00	829.00	18.00	811.00	6,636.00	852.17	5,783.83	87%
<b>Total Training, Travel &amp; Meeting Expenses</b>	<b>21,310.00</b>	<b>21,310.00</b>	<b>3,928.25</b>	<b>17,381.75</b>	<b>188,177.07</b>	<b>81,785.06</b>	<b>106,392.01</b>	<b>57%</b>
<b>Debt Service</b>								
Interest Expense	268,843.00	268,843.00	262,291.75	6,551.25	2,150,744.00	2,098,334.00	52,410.00	2%
<b>Total Interest Expense</b>	<b>268,843.00</b>	<b>268,843.00</b>	<b>262,291.75</b>	<b>6,551.25</b>	<b>2,150,744.00</b>	<b>2,098,334.00</b>	<b>52,410.00</b>	<b>2%</b>
<b>Total Operating Expenses</b>	<b>2,457,172.00</b>	<b>2,457,172.00</b>	<b>1,353,488.77</b>	<b>1,103,683.23</b>	<b>24,382,691.37</b>	<b>15,192,416.20</b>	<b>9,190,275.17</b>	<b>38%</b>
<b>Net Operating Income (Loss) Before Depreciation &amp; Amortization</b>	<b>\$464,494.00</b>	<b>\$464,410.34</b>	<b>\$1,150,798.95</b>	<b>\$686,388.61</b>	<b>(\$1,010,032.65)</b>	<b>\$7,128,941.78</b>	<b>\$8,138,974.43</b>	<b>(806%)</b>
<b>Depreciation &amp; Amortization</b>								
Depreciation	609,562.00	609,562.00	576,671.92	32,890.08	4,876,502.00	4,606,386.85	270,115.15	6%
Amortization	58,333.00	58,333.00	19,535.76	38,797.24	466,668.00	153,232.31	313,435.69	67%
<b>Total Depreciation &amp; Amortization</b>	<b>667,895.00</b>	<b>667,895.00</b>	<b>596,207.68</b>	<b>71,687.32</b>	<b>5,343,170.00</b>	<b>4,759,619.16</b>	<b>583,550.84</b>	<b>11%</b>
<b>Net Operating Income (Loss)</b>	<b>(203,401.00)</b>	<b>(203,484.66)</b>	<b>554,591.27</b>	<b>758,075.93</b>	<b>(6,353,202.65)</b>	<b>2,369,322.62</b>	<b>8,722,525.27</b>	<b>(137%)</b>



Department of Water, County of Kauai  
 Monthly Budget Summary vs. Actual  
 SUMMARY  
 2/29/2020

	February				FY 2020			
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>Variance</u>	<u>Revised YTD Budget</u>	<u>YTD Actual</u>	<u>*Variance</u>	<u>Variance %</u>
Non Operating Proceeds								
FRC-Facility Reserve Charge	<u>33,333.00</u>	<u>33,333.00</u>	<u>78,360.00</u>	<u>45,027.00</u>	<u>266,664.00</u>	<u>887,400.00</u>	<u>620,736.00</u>	<u>233%</u>
<b>Total Non Operating Proceeds</b>	<u>33,333.00</u>	<u>33,333.00</u>	<u>78,360.00</u>	<u>45,027.00</u>	<u>266,664.00</u>	<u>887,400.00</u>	<u>620,736.00</u>	<u>233%</u>
Transfers Out(In) to Other Funds								
Debt Principal Payment	<u>418,086.00</u>	<u>418,086.00</u>	<u>223,208.29</u>	<u>194,877.71</u>	<u>3,344,690.00</u>	<u>4,562,953.13</u>	<u>(1,218,263.13)</u>	<u>(36%)</u>
<b>Net Proceeds (Expenditures)</b>	<u>(588,154.00)</u>	<u>(588,237.66)</u>	<u>409,742.98</u>	<u>997,980.64</u>	<u>(9,431,228.65)</u>	<u>(1,306,230.51)</u>	<u>8,124,998.14</u>	<u>(86%)</u>
<b>II. CAPITAL BUDGET</b>								
Capital Projects (See Attached for Details)	<u>724,833.00</u>	<u>724,833.00</u>	<u>319,462.35</u>	<u>405,370.65</u>	<u>27,724,576.88</u>	<u>3,568,433.94</u>	<u>24,156,142.94</u>	<u>87%</u>



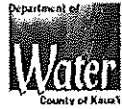
Department of Water, County of Kauai  
 Monthly Budget Summary vs. Actual  
 SUMMARY  
 2/29/2020

	February				FY 2020			
	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)	649,417.00	649,417.00	308,024.86	341,392.14	22,142,523.49	2,896,096.36	19,246,427.13	87%
FRC Special Trust Fund - Capital Projects (See Attached for Details)	75,416.00	75,416.00		75,416.00	1,159,091.84		1,159,091.84	100%
BAB Fund - Capital Projects (See Attached for Details)			11,437.49	(11,437.49)	4,422,961.55	672,337.58	3,750,623.97	85%
SRF Loan Fund - Capital Projects (See Attached for Details)								
<b>Total Capital Projects (See Attached for Details)</b>	<b>724,833.00</b>	<b>724,833.00</b>	<b>319,462.35</b>	<b>405,370.65</b>	<b>27,724,576.88</b>	<b>3,568,433.94</b>	<b>24,156,142.94</b>	<b>87%</b>



Department of Water, County of Kauai  
 Monthly Budget Summary vs. Actual  
 10  
 2/29/2020

	February				FY 2020			
	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--	67,917.00	67,917.00	69,320.49	(1,403.49)	574,240.08	126,897.46	447,342.62	78%
10-02-00-605-999 WU-IT-Expansion Capital Purchases--	35,417.00	35,417.00		35,417.00	348,200.87	6,899.10	341,301.77	98%
10-10-40-604-999 WU-QualRandR Capital Purchases						35,694.88	(35,694.88)	
10-20-00-604-001 WU-Eng-ALLR-17-10-KW-07 Paua Valley Tank Repair					105,154.74		105,154.74	100%
10-20-00-604-033 WU-Job 13-07- Koloa D Repairs					6,958.00		6,958.00	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					2,285.00	1,831.00	454.00	20%
10-20-00-604-136 Job 12-01 H-05 Weke Anae Hee 6-8IN Mains					23,525.60		23,525.60	100%
10-20-00-604-138 WU-Eng-69%R-11-07 HE-03 Hanapepe & Koloa Well MCC					24,467.50		24,467.50	100%
10-20-00-604-146 WU-Eng-12%R-Job 15-7 HE-01&10HanapepeEleeleConn PL					51,420.50	23,010.56	28,409.94	55%
10-20-00-604-148 WU-Eng-56%R-Kuhio Hwy Hardy-Oxford 16IN Main Repla			11,226.10	(11,226.10)	249,224.92	21,795.70	227,429.22	91%
10-20-00-604-157 WU-Eng-16-4-WKK-03-Kilauea Wells MCC Rehab					66,863.70		66,863.70	100%
10-20-00-604-159 WU-Eng-ALLR-17-7 Maalo Road Easement					21,000.00		21,000.00	100%
10-20-00-604-160 Job 18-02 Islandwide Rehabilitation of Tanks					536,527.00	13,889.20	522,637.80	97%
10-20-00-604-163 WU-Eng-AIRR-18-8 Limahuli Stream & Manoa Stream-	29,167.00	29,167.00		29,167.00	233,332.00		233,332.00	100%
10-20-00-604-999 WU-Eng-RandR Capital Purchases	1,667.00	1,667.00		1,667.00	13,332.00	123.00	13,209.00	99%
10-20-00-605-139 WU-Eng-ALLE-02-11 M-02 100K Tank & Pipeline Moloaa					125,200.00		125,200.00	100%
10-21-00-604-001 Job 17-10 KW-07 Paua Valley Tank Repair	116,667.00	116,667.00		116,667.00	1,908,332.00		1,908,332.00	100%
10-21-00-604-035 Job 12-4 HE-14, Eleele Booster Rehab			34,492.27	(34,492.27)	170,430.77	34,492.27	135,938.50	80%
10-21-00-604-146 Job 15-07 HE-01 HE-10 Kaunualii Hwy 16" Main Boost					8,110,187.59	860,741.51	7,249,446.08	89%
10-21-00-604-157 Job 16-4 WKK-03-Kilauea Wells MCC Rehab	312,917.00	312,917.00		312,917.00	2,503,332.00		2,503,332.00	100%
10-21-00-604-167 WU-CM-R&R-Kukuilono Tank Demo	8,333.00	8,333.00		8,333.00	66,668.00		66,668.00	100%
10-21-00-604-999 WU-CM-RandR Capital Purchases	833.00	833.00		833.00	6,668.00		6,668.00	100%
10-21-00-605-017 Job 16-02 PLH-35B Kapaia Cane Haul Rd 18" Main					3,195,675.00	268,227.73	2,927,447.27	92%
10-21-00-605-118 Job 02-14 WK39 WK08 Kapaa Hmstd Well 4; Pkg A Well					750,000.00		750,000.00	100%
10-21-00-605-146 Job 15-07 HE-01 HE-10 Kaunualii Hwy 16" Main Boost					1,661,544.13	1,126,224.28	535,319.85	32%
10-21-00-605-999 WU-CM-Expansion Capital Purchases	8,333.00	8,333.00		8,333.00	66,668.00		66,668.00	100%
10-30-00-605-999 WU-Bill-Expansion Capital Purchases	250.00	250.00	21,000.00	(21,000.00)	134,943.91	21,000.00	113,943.91	84%
10-31-00-605-999 WU-Acc-Expansion Capital Purchases				250.00	2,000.00		2,000.00	100%
10-40-00-604-166 WU-Operations-R&R-SWTP Delivery Agreement-GroveFar					1.00		1.00	100%
10-40-00-604-999 WU-Ops-RandR Capital Purchases	28,333.00	28,333.00	171,986.00	(143,653.00)	773,929.82	264,238.81	509,691.01	66%
10-40-00-605-999 WU-Ops-Expansion Capital Purchases	39,583.00	39,583.00		39,583.00	407,698.86	91,030.86	316,668.00	78%
<b>Total Capital Projects (See Attached for Details)</b>	<b>649,417.00</b>	<b>649,417.00</b>	<b>308,024.86</b>	<b>341,392.14</b>	<b>22,142,523.49</b>	<b>2,896,096.36</b>	<b>19,246,427.13</b>	<b>87%</b>



Department of Water, County of Kauai  
 Monthly Budget Summary vs. Actual  
 20  
 2/29/2020

	February				FY 2020			
	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>Variance</u>	<u>Revised YTD Budget</u>	<u>YTD Actual</u>	<u>*Variance</u>	<u>Variance %</u>
Capital Projects (See Attached for Details):								
20-20-00-605-017 FRC-Job 16-02 18IN Cane Haul Road Main					20,333.33	20,333.33		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 Job 04-08 WK-39 Drill Kapaa Homestead Well 4	37,500.00	37,500.00		37,500.00	407,163.79	407,163.79		100%
20-20-00-605-120 FRC-Eng-90%E-Kilauea 1.0MG Tank Job 02-06					7,212.24	7,212.24		100%
20-20-00-605-153 Job 15-08-HW-11-Haena 0.2MG Tank	2,500.00	2,500.00		2,500.00	69,105.48	69,105.48		100%
20-20-00-605-154 Job 17-11 Drill & Test Kilauea Well #3					297,240.00	297,240.00		100%
20-20-00-605-155 FRC-Eng-ALLE-Wainiha Well #4	13,333.00	13,333.00		13,333.00	106,668.00	106,668.00		100%
20-20-00-605-168 FRC-Eng-Exp-Kalaheo System Improvement	3,333.00	3,333.00		3,333.00	26,668.00	26,668.00		100%
20-21-00-605-161 FRC-Cns-Hanapepe River Bridge Kaunualii Hwy	18,750.00	18,750.00		18,750.00	150,000.00	150,000.00		100%
Total Capital Projects (See Attached for Details)	75,416.00	75,416.00		75,416.00	1,159,091.84	1,159,091.84		100%





Department of Water, County of Kauai  
 Monthly Budget Summary vs. Actual  
 30  
 2/29/2020

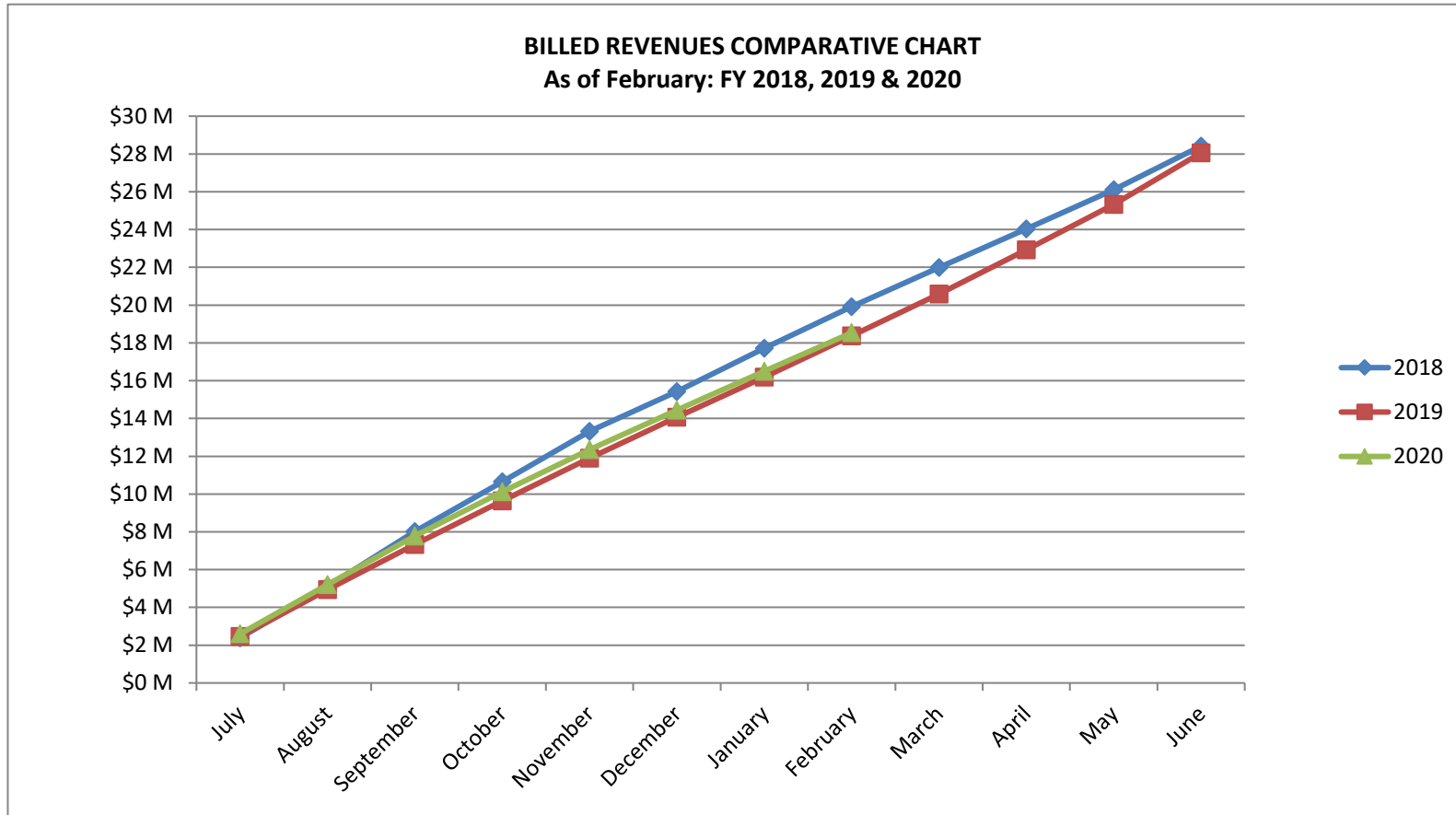
	February				FY 2020			
	Original Budget	Revised Budget	Actual	Variance	Revised YTD Budget	YTD Actual	*Variance	Variance %
Capital Projects (See Attached for Details):								
30-20-00-604-101 BAB-Eng-ALLR-10-01 Ani-01a Anini & Kalihiwai Rd 6-					76,108.00		76,108.00	100%
30-20-00-604-105 BAB-Eng-ALLR-09-01 K-01 Kalaheo 1111FT & 1222FT			11,437.49	(11,437.49)	362,335.21	48,105.43	314,229.78	87%
30-20-00-605-104 BAB-Eng-ALLE-05-02 HW-12 Drill Wainiha-Haena Well					32,430.00		32,430.00	100%
30-20-00-605-120 BAB-Cns-ALLE-02-06WKK15-Kilauea 466 Tank Puu Pane					22,649.00		22,649.00	100%
30-20-00-605-125 BAB-Eng-98%E-02-01 Land for Kukuiofono Tank Site					53,508.05		53,508.05	100%
30-20-00-605-139 BAB-Eng-ALLE-02-11 M-02 100K Trnk & Pipeline Moloaa					94,222.00		94,222.00	100%
30-20-00-605-158 BAB-Eng-AIIE-11-3 MO-03 Land & Well Acq Moloaa&Wai					9,187.00		9,187.00	100%
30-21-00-604-017 Job 16-02 PLH-35B Kapaia Cane Haul Rd 18" Main					1,137,325.00		1,137,325.00	100%
30-21-00-604-107 Job 11-07 KP-09-MCC Chlor KoloaWell16-A,B,E					1,668,076.02	44,513.76	1,623,562.26	97%
30-21-00-605-118 Job 04-08 WK39 WK08 Kapaa Hmstd Well 4; Pkg A Well					967,121.27	579,718.39	387,402.88	40%
<b>Total Capital Projects (See Attached for Details)</b>			<b>11,437.49</b>	<b>(11,437.49)</b>	<b>4,422,961.55</b>	<b>672,337.58</b>	<b>3,750,623.97</b>	<b>85%</b>

FY 2019 - 2020 Certification of Funds					REPORTS TO MANAGER (RTM)				Manager's Report (MR) - New and/or Additional Funds			
DATE	Contract #	Description	ACCOUNT #	CO/OE	W/U (10)	FRC (20)	BAB (30)	TOTAL	W/U (10)	FRC (20)	BAB (30)	TOTAL
7/26/2019	632	Job NO. 17-02, SCADA System Maintenance and Professional Consultation Services.	10-40-60-560-000	OE	145,894.00			145,894.00				-
7/26/2019	660	SS-2018-1, Multi-Term Contract; Laboratory Testing Services For the DOW, COK.	10-10-40-540-010	OE	106,050.00			106,050.00				-
7/26/2019	686	Cutterford- Solicitation GS 2019-9	10-40-00-604-999	CO	110,000.00			110,000.00	47,142.35			47,142.35
7/26/2019	682	A2, Solicitation 2019-Prof-1, A.1 special Legal Services.	10-01-10-540-010	OE				-	120,000.00			120,000.00
8/7/2019	639	A2 - Job No. 17-10, WP 2020 #KW-07, Rehabilitate Paua Valley Tank #1, 0.5MG Concrete.	10-020-00-604-001	CO	11,636.00			11,636.00				-
8/7/2019	533	Job. No. 09-01, WP2020 #K-01, #K-12, Phsae II - Kalāheo 1111" and 1222" Water System Improvements, Kalaheo, HI	30-20-00-604-105	CO				-			101,583.00	101,583.00
8/14/2019	656	WP 2020 Proj. No. WK-39, Drill & Develop Kapaa Homesteads Well No. 4 & Package A- Well & Drainage Package of WP 2020	30-21-00-605-118	CO				-			51,870.99	51,870.99
8/14/2019	639	Job No. 17-10, WP2020 Project No. KW-07 Rehabilitate Paua Valley Tank #1, 0.5MG Concrete, with KAI Hawaii Inc. for a time extension of 150 days and for additional design funding	10-20-00-604-000	CO				-	11,636.00			11,636.00
9/12/2019	687	Job 19-06, Anahola Well A Pump Replacement, Kaua'i, Hawai'i	10-40-00-604-999	CO	102,900.00			102,900.00				-
11/4/2019	685	First Amendment and Time Extension of 150 days to Contract No. 685, Job No. 19-01 Island Wide Vulnerability and Resiliency Assessment	10-20-10-540-010	OE				-	51,516.00			51,516.00
11/22/2019	688	Paua Valley Tank repair	10-21-00-604-001	CO	1,400,000.00			1,400,000.00	975,000.00			975,000.00
11/22/2019	689	Legislation Services (2020)	10-01-10-540-010	OE	40,000.00			40,000.00				-
11/22/2019	637	Am.2- As Needed Services	10-21-10-540-010		18,664.00			18,664.00	440,000.00			440,000.00
11/22/2019	609	4th Am. Financial Management Planning & Water Rate Study	10-31-10-540-010	OE	20,000.00			20,000.00				-
11/22/2019	614	Job. No. 15-8, WP2020 Proj. No. HW-11, Haena Storage Tank	20-20-00-605-153	CO		9,567.00		9,567.00				-
11/22/2019	632	SCADA Server upgrade and related software	10-02-00-604-999	CO	68,700.00			68,700.00				-
12/20/2019	609	Water Rate Study	10-31-10-540-010	OE	20,000.00			20,000.00				-
12/20/2019	655	WP 2020 HE-01, HE-10, Reorganize the WS: Kaunualii Hwy 16 inch ML, Emergency Pump Connection,	10-21-00-604-146	CO					2,360,587.59			2,360,587.59
12/20/2019	666	Review and Update the Department's Information Technology Strategic Plan and I.T. Project	10-02-10-540-010	OE					79,860.00			79,860.00
12/20/2019	627	SS2017, Annual license & Maintenance for MPET	10-02-10-561-000		19,371.72			19,371.72				-
12/20/2019	690	AS needed CM Continuing Services for WP 2020	10-21-10-540-010		700,000.00			700,000.00				-
2/6/2020	669	Job No. 18-07, Kukuilono UST and Tank Removal	10-20-10-540-010		25,582.01			25,582.01				-
2/28/2020	691	GS 2020-3, Furnish n deliver one (1) 4-wheel drive super cab pick up truck with accessories	10-40-00-605-999		54,035.88			54,035.88				-
2/28/2020	692	GS 2020-2, furnishing and delivery of hydrants & appurtenances	10-40-60-563-010		87,098.73			87,098.73				-
					\$ 2,929,932.34	\$ 9,567.00	\$ -	\$ 2,939,499.34	\$ 4,085,741.94	\$ -	\$ 153,453.99	\$ 4,239,195.93

III.

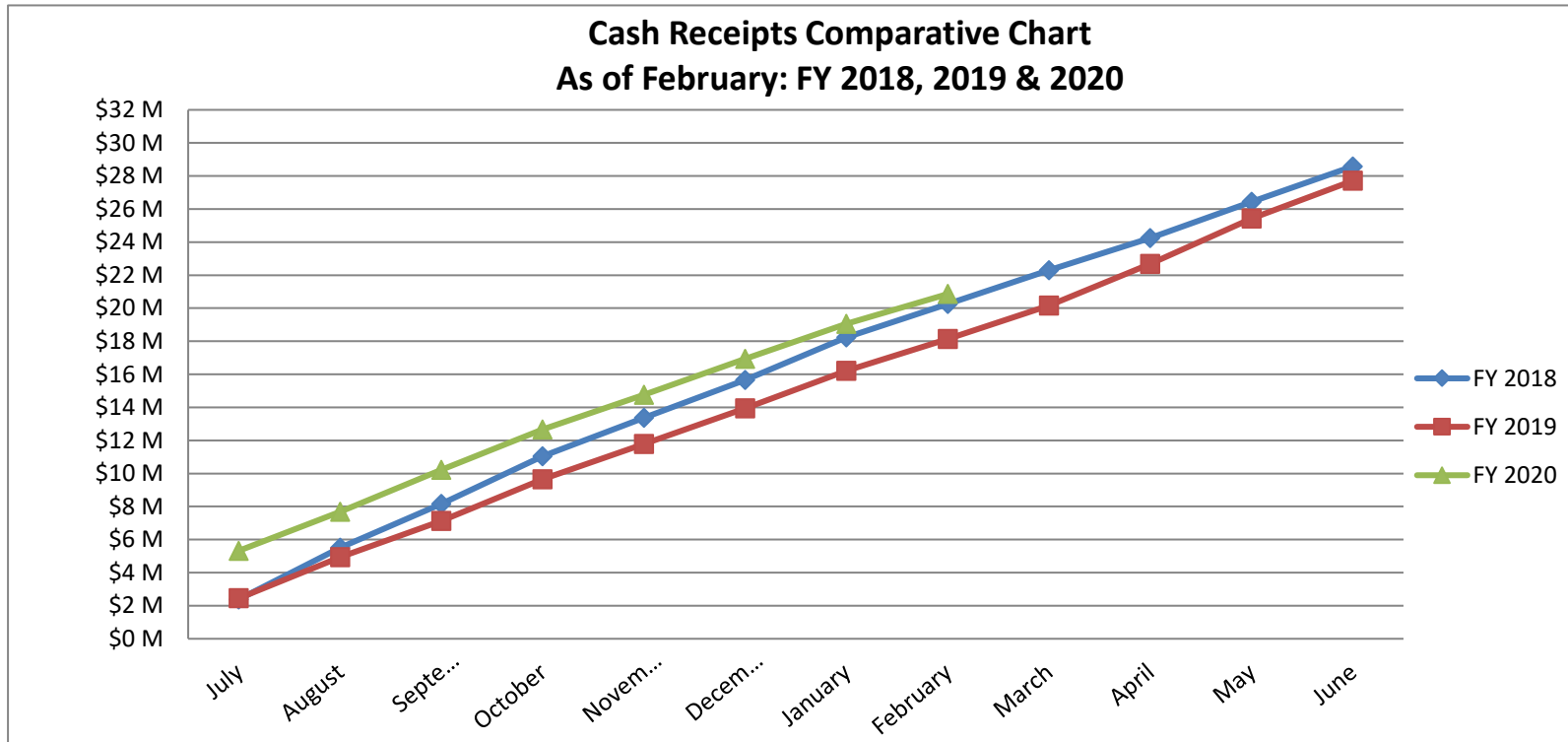
**BILLED REVENUES COMPARATIVE REPORT**  
For Fiscal Years 2018, 2019 & 2020

		<u>2018</u>		<u>2019</u>		<u>2020</u>		Cum. Inc (Dec)	% Inc. (Dec.)
July	\$	2,389,827	\$	2,459,791	\$	2,594,993	\$	135,203	5.50%
August	\$	5,110,540	\$	4,944,154	\$	5,211,518	\$	267,364	5.41%
September	\$	8,011,509	\$	7,331,598	\$	7,780,505	\$	448,907	6.12%
October	\$	10,657,809	\$	9,638,616	\$	10,125,480	\$	486,864	5.05%
November	\$	13,314,733	\$	11,892,751	\$	12,349,962	\$	457,210	3.84%
December	\$	15,418,822	\$	14,060,833	\$	14,435,721	\$	374,888	2.67%
January	\$	17,714,414	\$	16,191,970	\$	16,499,894	\$	307,924	1.90%
February	\$	19,915,682	\$	18,367,417	\$	18,536,342	\$	168,925	0.92%



**CASH RECEIPTS (W/U) COMPARATIVE REPORT**  
For Fiscal Years 2018, 2019 & 2020

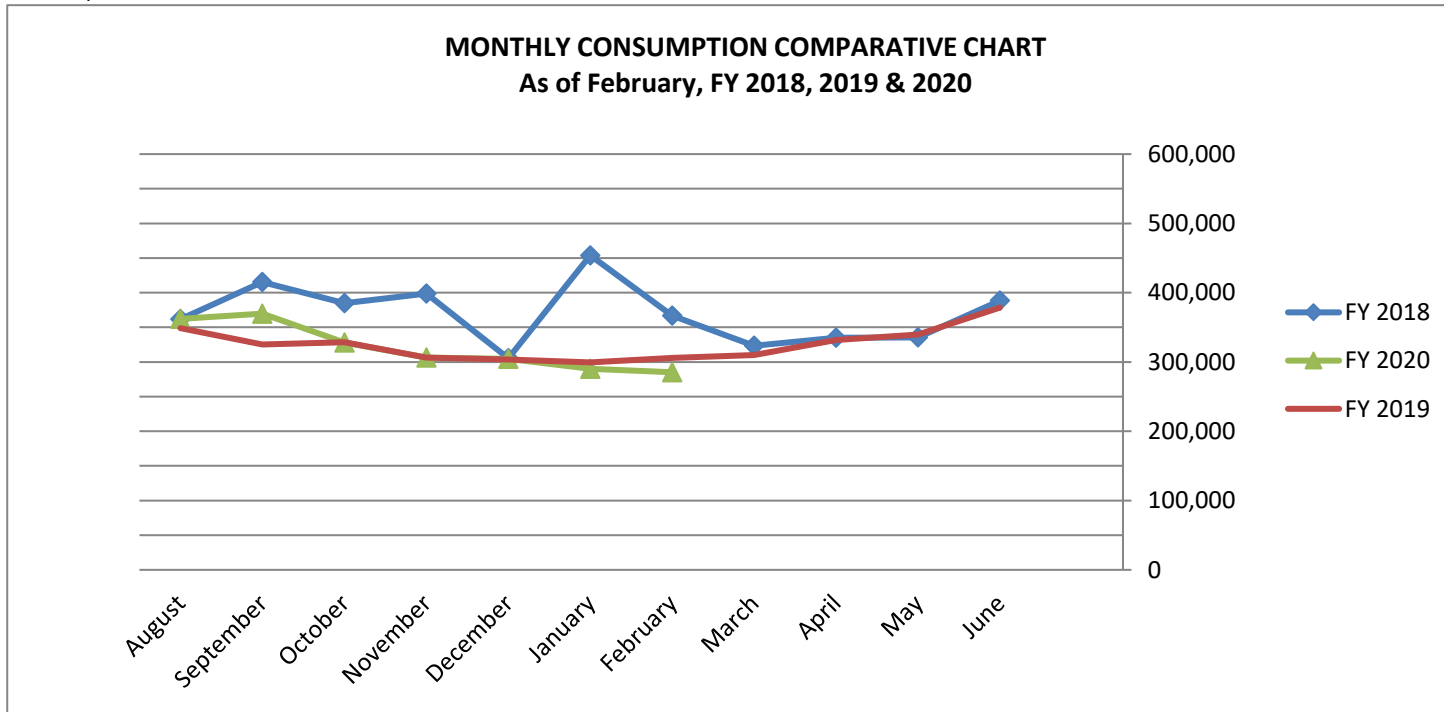
		<b>FY 2018</b>		<b>FY 2019</b>		<b>FY 2020</b>	<b>Cum. Inc (Dec)</b>	<b>% of Inc (Dec)</b>
July	\$	2,385,872	\$	2,449,372	\$	5,324,195	2,874,823	117%
August	\$	5,504,876	\$	4,946,100	\$	7,676,802	2,730,702	55%
September	\$	8,155,772	\$	7,122,906	\$	10,216,754	3,093,848	43%
October	\$	11,034,364	\$	9,651,558	\$	12,655,760	3,004,201	31%
November	\$	13,377,231	\$	11,794,419	\$	14,761,300	2,966,881	25%
December	\$	15,665,947	\$	13,939,408	\$	16,936,029	2,996,621	21%
January	\$	18,226,254	\$	16,206,571	\$	19,046,720	2,840,149	18%
February	\$	20,249,770	\$	18,136,919	\$	20,859,147	2,722,228	15%



\* Note: July receipts include a \$2.29 million state appropriation grant for the Hanapēpē.....

METERED CONSUMPTION (000 GALLONS) MONTHLY COMPARATIVE CHART  
 For Fiscal Years 2018, 2019 & 2020  
 (expressed in thousands)

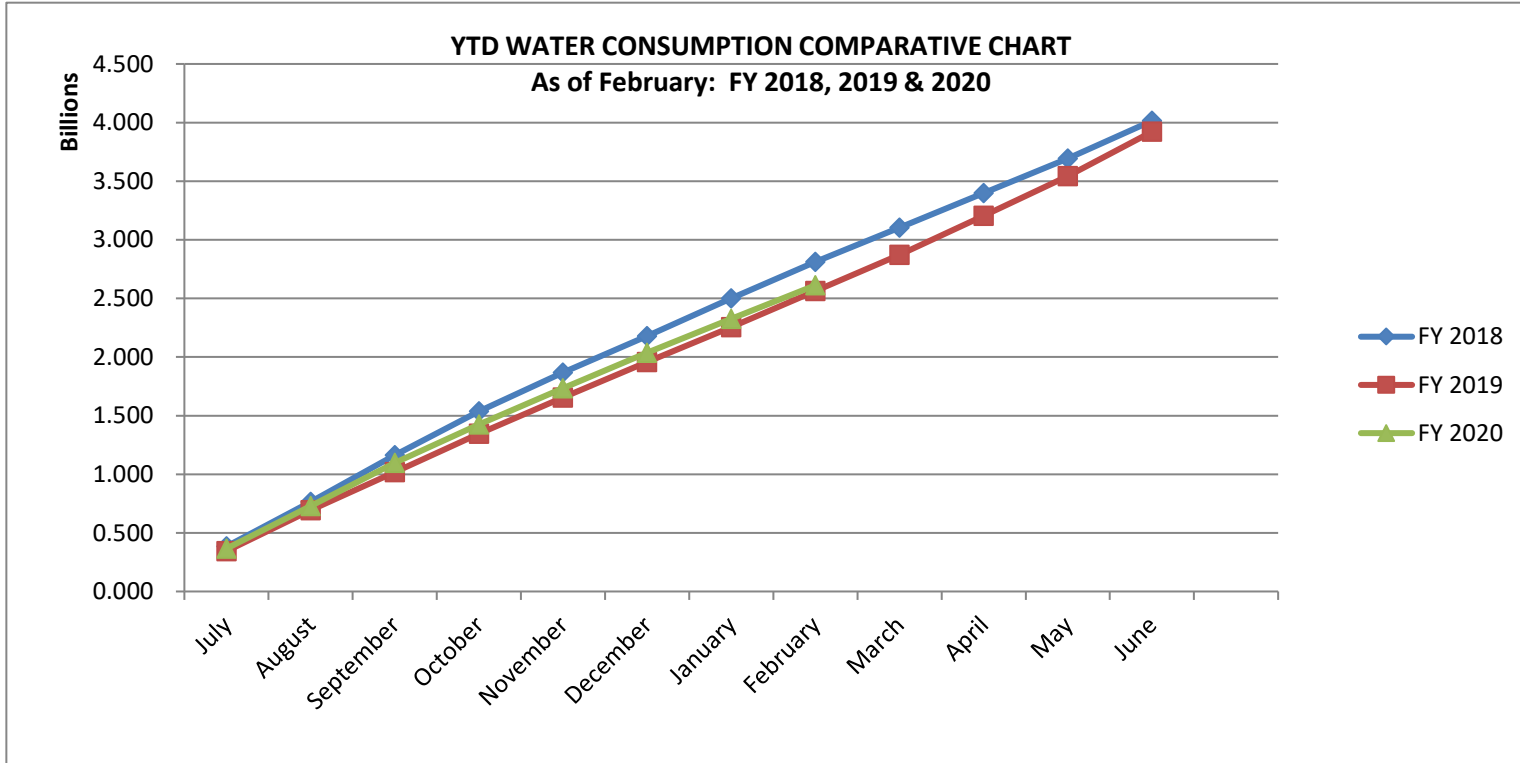
	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>INC (DEC)</u>
July	436,238	344,364	365,892	21,528
August	361,599	348,569	362,067	13,498
September	415,176	325,351	369,751 *	44,400 *
October	384,934	328,575	328,084	-491
November	398,863	306,129	306,312	183
December	305,276	303,733	304,626	893
January	453,812	299,365	290,040	-9,325
February	366,974	305,811	285,156	-20,655



\* refer to monthly summary highlights

**YTD METERED CONSUMPTION (000 GALLONS) COMPARATIVE REPORT**  
 For Fiscal Years 2018, 2019 & 2020  
 (expressed in thousands)

	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>CUM. INC (DEC)</u>	<u>%</u>
July	383,831	344,364	365,892	21,528	6%
August	764,245	692,933	727,959	35,026	5%
September	1,163,843	1,018,284	1,097,710	79,426	8%
October	1,537,090	1,346,859	1,425,794	78,935	6%
November	1,867,049	1,652,988	1,732,106	79,118	5%
December	2,177,729	1,956,721	2,036,732	80,011	4%
January	2,499,648	2,256,086	2,326,772	70,686	3%
February	2,811,836	2,561,897	2,611,928	50,031	2%



Department of Water - County of Kauai  
Statements of Net Position  
February 29, 2020 and 2019

**Assets and Deferred Outflows**

	<b>February 29, 2020</b>	<b>February 28, 2019</b>
<b>Current Assets</b>		
Cash	6,602,047	11,595,747
Equity interest in pooled investments	13,639,770	20,421,481
Receivables:		
Accounts, net of allowance for doubtful accounts*	1,320,799	1,465,820
Due from other funds	-	-
Unbilled accounts	1,532,261	1,294,493
Grants and subsidies	2,693,603	345,944
Accrued interest	-	-
<b>Total receivables</b>	<b>5,546,664</b>	<b>3,106,257</b>
Materials and supplies	1,112,506	1,087,256
Prepaid expenses	386,761	56,526
<b>Total current asset</b>	<b>27,287,749</b>	<b>36,267,268</b>
<b>Restricted Assets:</b>		
<b>Facility reserve charge funds:</b>		
Cash	1,791,093	1,099,243
Accounts receivable and other	154,264	148,262
<b>Total facility reserve charge funds</b>	<b>1,945,357</b>	<b>1,247,505</b>
<b>Bond funds:</b>		
Cash	1,293,998	756,589
Investments	8,500,127	10,219,776
Accrued interest	39,466	24,666
<b>Total bond funds</b>	<b>9,833,591</b>	<b>11,001,030</b>
<b>Total restricted assets</b>	<b>11,778,948</b>	<b>12,248,536</b>
<b>Equity Interest in Pooled Investment - Noncurrent</b>	<b>34,153,426</b>	<b>22,135,754</b>
<b>Utility Plant:</b>		
In service	346,289,860	338,248,483
Accumulated depreciation	(139,260,014)	(132,980,212)
<b>Total utility plant</b>	<b>207,029,846</b>	<b>205,268,271</b>
Construction work in progress	14,202,174	11,860,757
<b>Total property, plant and equipment</b>	<b>221,232,019</b>	<b>217,129,028</b>
<b>Total assets</b>	<b>294,452,141</b>	<b>287,780,585</b>
<b>Deferred Outflow of Resources</b>	5,242,163	5,207,991
<b>Total assets and deferred outflows of resources</b>	<b>299,694,305</b>	<b>292,988,576</b>
<b>*Allowance for doubtful accounts</b>	(236,945)	(238,100)

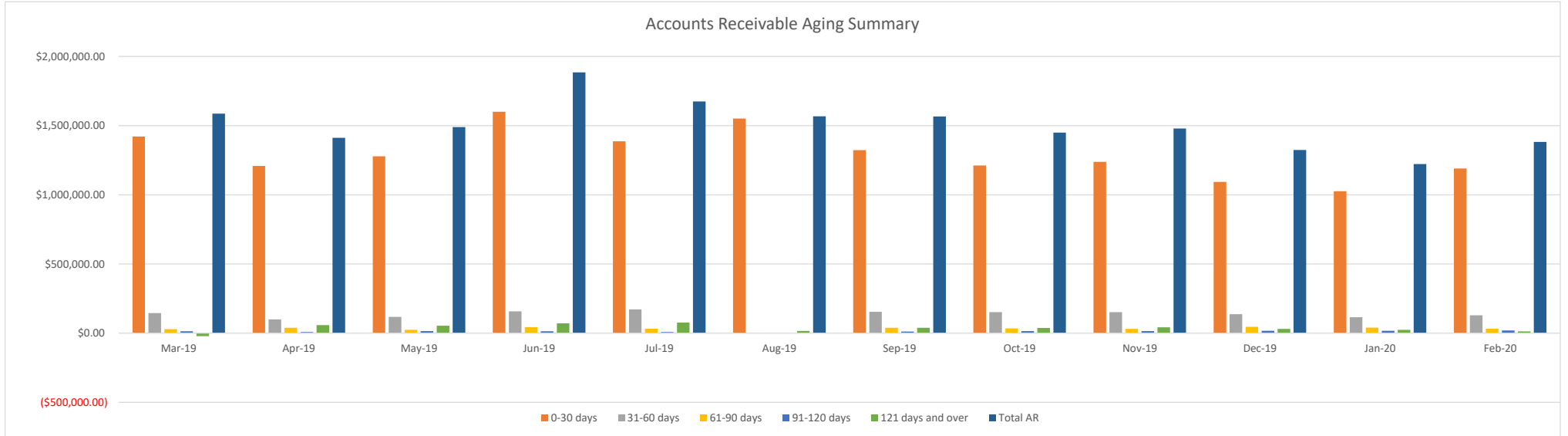
Department of Water - County of Kauai  
 Statements of Net Position  
 February 29, 2020 and 2019

**Liabilities, Deferred Inflows and Net Position**

	<b>February 29, 2020</b>	<b>February 28, 2019</b>
<b>Current Liabilities:</b>		
Accounts payable and accrued liabilities	2,094,168	2,802,370
Contracts payable, including retainages	443,773	330,032
Accrued Vacation And Compensatory Pay, current portion	513,191	447,926
Due to/Due From Other Funds	212	-
Customer overpayment	188,500	167,798
Customer deposits and advances	472,315	480,069
Current portion of long term debt	5,017,034	4,883,749
Current portion of capital lease obligation	4,058	522,561
<b>Total current liabilities</b>	<b>8,733,250</b>	<b>9,634,505</b>
	-	
Long-Term Debt	62,777,391	67,923,179
Capital Lease Obligation	-	4,058
OPEB & Retirement Benefits	24,937,548	23,843,032
Accrued Vacation and Compensatory Pay	903,522	912,823
Deferred Inflow of Assets	912,344	998,605
<b>Total liabilities and deferred inflows:</b>	<b>98,264,055</b>	<b>103,316,201</b>
<b>Net Position:</b>		
Water Utility Reserves	9,300,000	10,700,000
Restricted FRC	1,937,506	1,239,654
Restricted Build American Bonds	9,729,153	10,818,133
Invested in Capital Assets Net of Related Debt	153,423,748	143,806,032
Unrestricted	27,039,842	23,108,556
<b>Total net position</b>	<b>201,430,250</b>	<b>189,672,375</b>
	-	
<b>Total liabilities, deferred inflows and net position:</b>	<b>299,694,305</b>	<b>292,988,576</b>
	-	
	-	



DEPARTMENT OF WATER  
Accounts Receivable Aging Summary  
As of February, 2020



AR Aging	Mar-19		Apr-19		May-19		Jun-19		Jul-19		Aug-19		Sep-19		Oct-19		Nov-19		Dec-19		Jan-20		Feb-20	
0-30 days	\$1,420,951.29	83%	\$1,208,274.55	86%	\$1,278,213.00	86%	\$1,599,729.91	85%	\$1,386,485.84	83%	\$1,551,549.22	99%	\$1,322,141.93	84%	\$1,211,614.04	84%	\$1,238,572.50	84%	\$1,093,337.19	83%	\$1,026,241.32	84%	\$1,189,752.20	86%
31-60 days	\$144,946.90	10%	\$99,265.78	7%	\$118,247.86	7%	\$157,456.80	8%	\$170,997.42	10%	\$69.02	0%	\$154,707.79	10%	\$151,924.87	10%	\$152,570.76	10%	\$137,197.13	10%	\$115,140.84	9%	\$128,662.63	9%
61-90 days	\$28,671.62	3%	\$39,246.92	3%	\$24,471.80	3%	\$43,189.96	2%	\$31,981.80	2%	\$0.00	0%	\$39,193.31	3%	\$33,854.98	2%	\$31,100.40	2%	\$46,080.54	3%	\$39,702.40	3%	\$31,954.93	2%
91-120 days	\$14,168.37	1%	\$7,651.92	1%	\$15,244.24	1%	\$13,314.05	1%	\$8,366.01	0%	\$0.00	0%	\$11,189.86	1%	\$14,639.21	1%	\$14,451.96	1%	\$17,301.17	1%	\$17,200.37	1%	\$18,953.24	1%
121 days and over	(\$22,045.64)	4%	\$57,887.05	4%	\$53,380.44	4%	\$70,519.25	4%	\$76,597.01	5%	\$15,946.29	1%	\$38,505.09	2%	\$37,349.21	3%	\$42,761.86	3%	\$30,389.69	2%	\$24,330.48	2%	\$12,326.29	1%
<b>Total AR</b>	<b>\$1,586,692.54</b>	<b>100%</b>	<b>\$1,412,326.22</b>	<b>100%</b>	<b>\$1,489,557.34</b>	<b>100%</b>	<b>\$1,884,209.97</b>	<b>100%</b>	<b>\$1,674,428.08</b>	<b>100%</b>	<b>\$1,567,564.53</b>	<b>100%</b>	<b>\$1,565,737.98</b>	<b>100%</b>	<b>\$1,449,382.31</b>	<b>100%</b>	<b>\$1,479,457.48</b>	<b>100%</b>	<b>\$1,324,305.72</b>	<b>100%</b>	<b>\$1,222,615.41</b>	<b>100%</b>	<b>\$1,381,649.29</b>	<b>100%</b>

\*Total AR is net of Customer deposits and overpayments.

Customer Deposits & Overpayments	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20
	(\$202,099.31)	(\$181,624.39)	(\$148,943.37)	(\$186,130.23)	(\$182,927.40)	(\$207,673.50)	(\$204,973.25)	(\$205,885.03)	(\$196,263.56)	(\$209,366.49)	(\$216,003.50)	(\$231,033.54)

DEPARTMENT OF WATER  
SUMMARY OF MCUTS  
As of February, 2020

FY	MONTHS	July	August	September	October	November	December	January	February	March	April	May	June	TOTALS
2020	Count	69	13	12	20	25	15	32	19					205
	Delinquent	\$ 13,779.25	\$ 2,292.13	\$ 2,507.59	\$ 7,257.72	\$ 5,679.41	\$ 4,815.77	\$ 9,221.28	\$ 22,567.88					\$ 68,121.03
	Collection	\$ 16,233.81	\$ 2,507.56	\$ 2,969.06	\$ 8,189.34	\$ 4,162.66	\$ 6,556.63	\$ 8,618.12	\$ 19,599.53					\$ 68,836.71

FY	MONTHS	July	August	September	October	November	December	January	February	March	April	May	June	TOTALS
2019	Count	19	28	38	42	8	16	20	39	0	9	36	0	255
	Delinquent	\$ 2,234.03	\$ 2,776.27	\$ 2,111.04	\$ 5,865.59	\$ 2,042.56	\$ 2,352.51	\$ 3,609.04	\$ 6,741.24	*	\$ 1,196.56	\$ 6,154.30	**	\$ 35,083.14
	Collection	\$ 3,279.94	\$ 3,121.47	\$ 5,710.27	\$ 7,216.63	\$ 3,238.32	\$ 2,799.27	\$ 3,471.90	\$ 7,450.19	\$ -	\$ 1,793.18	\$ 8,936.10	\$ -	\$ 47,017.27

\*No Mcuts, new cloud service products were being tested and validated for roll out. Staff were working closely with Consultants, training, testing and validating customer accounts into a test company.

FY	MONTHS	July	August	September	October	November	December	January	February	March	April	May	June	TOTALS
2018	Count	86	16	33	11	0	0	17	66	126	79	37	39	510
	Delinquent	\$ 34,440.52	\$ 5,406.27	\$ 7,888.51	\$ 3,824.19	\$ -	\$ -	\$ 4,480.86	\$ 27,291.52	\$ 32,214.96	\$ 8,170.17	\$ 4,851.25	\$ 5,256.04	\$ 133,824.29
	Collection	\$ 24,657.80	\$ 3,169.74	\$ 8,051.50	\$ 3,672.65	\$ -	\$ -	\$ 4,175.66	\$ 21,376.92	\$ 30,795.56	\$ 7,472.17	\$ 5,693.23	\$ 3,217.21	\$ 112,282.44

\*No Mcuts, new cloud service products were being tested and validated for roll out. Staff were working closely with Consultants, training, testing and validating customer accounts into a test company.

FY	MONTHS	July	August	September	October	November	December	January	February	March	April	May	June	TOTALS
2017	Count	37	0	0	58	22	22	23	11	9	14	33	142	371
	Delinquent	\$ 17,602.72	\$ -	\$ -	\$ 35,186.00	\$ 12,573.35	\$ 13,389.78	\$ 16,357.08	\$ 5,635.81	\$ 6,548.66	\$ 15,735.65	\$ 9,379.66	\$ 40,447.77	\$ 172,856.48
	Collection	\$ 12,908.83	\$ -	\$ -	\$ 31,387.14	\$ 9,791.37	\$ 8,808.34	\$ 15,205.41	\$ 3,596.94	\$ 2,520.71	\$ 6,793.88	\$ 8,051.50	\$ 37,144.99	\$ 136,209.11

\*\* No Mcuts for August & September, 2016. DOW implemented its own instance of CC&B on October 3, 2016. The staff were doing testing and validations prior to the 10/16 conversion rollout.

FY	MONTHS	July	August	September	October	November	December	January	February	March	April	May	June	TOTALS
2016	Count	11	26	33	61	17	12	58	31	30	9	21	0	309
	Delinquent	\$ 5,744.14	\$ 13,988.13	\$ 25,960.00	\$ 37,591.19	\$ 13,892.54	\$ 5,260.00	\$ 38,283.90	\$ 18,769.82	\$ 22,316.40	\$ 27,403.03	\$ 15,672.69	\$ -	\$ 224,881.84
	Collection	\$ 3,137.70	\$ 7,426.69	\$ 16,528.53	\$ 16,453.27	\$ 11,492.90	\$ 4,585.84	\$ 18,475.00	\$ 9,384.49	\$ 17,195.51	\$ 19,383.85	\$ 11,733.26	\$ -	\$ 135,797.04

The MCUT is normally scheduled on the FC/MR's free day.

\* no MCUT in March. There's one dedicated staff assigned to do Mcuts and is out on extended leave.

\*\* no MCUT in June. Field Collections/Meter Reader staffing was short.

# DEPARTMENT OF WATER

County of Kaua‘i

*“Water has no Substitute – Conserve it!”*

## **INFORMATION & EDUCATION SPECIALIST REPORT**

April 17, 2020

The following report includes information for March and April.

### **Public Notices and Announcements**

All news releases were also published on the Department’s Facebook and Twitter social media pages.

- **Kilauea – Water conservation request issued for Kilauea customers**

- A news release was issued on February 10, 2020 to continue the water conservation request for customers in Kilauea until further notice, due to an electrical power outage affecting the Kilauea water pump station and well site. Customers were asked to limit water use to essential needs only; such as drinking, cooking and sanitation purposes in order to avoid a full water service outage in the system.
  - The Department service notice was also shared with customers in the affected area via BlackBoard Connect mass notification service and was announced via live public service announcements by our radio partner.
- A news release was issued on February 11, 2020 to rescind the water conservation notice for Kilauea customers at approximately 6 a.m. The water storage tanks were stabilized to normal operating levels and water service resumed for normal use.
  - A customer notice was also issued via phone call, email and text message to the affected service area via BlackBoard Connect mass notification service.

- **Wailua – Emergency water service shutdown; partial one lane road closure**

- A news release was issued on February 14, 2020 to announce an emergency water service shutdown for customers located on Pu’uopae Road, Kalama Road, Holio Road, Kalakea Place and Kipapa Road in the Wailua Homesteads for approximately 6 hours, due to a recent main line break. Water service was turned off at approximately 9 a.m. in order avoid further flooding in the area and to allow DOW crews to access the damaged mainline and begin emergency repairs immediately. Additionally, a partial one-lane road closure will be in place near the worksite at the intersection of Pu’uopae Road and Opaeka’a Road. Motorists were also asked to slow down and adhere to traffic control when driving in the area.
  - A customer notice was also issued via phone call, email and text message to the affected service area via BlackBoard Connect mass notification service.
- A news release update was issued on February 14, 2020 at approximately 9:30 a.m. to announce that water service will be restored to customers located on Pu’uopae Road, Kalama Road, Holio Road, Kalakea Place and Kipapa Road in the Wailua Homesteads at approximately 10 a.m. DOW crews were able to successfully isolate the waterline break and will be restoring water services to customers sooner than expected. However, the news release also informed the public that DOW crews will continue work in the area to complete repairs and the partial one-lane road closure near the intersection of Pu’uopae Road and Opaeka’a Road will remain in place until work is completed.
  - A customer notice was also issued via phone call, email and text message to the affected service area via BlackBoard Connect mass notification service.

- **Ele'ele – Scheduled water service shutdown**

- A news release was issued on February 26, 2020 to announce a scheduled a water service shutdown for customers located on Waialo Road, Okupu Street, Olali Street, Manawanui Court, Mānā Olana Court, Harbor Access Road and Aka Ula Street in Ele'ele. Water service were scheduled to be turned off on Wednesday, March 4th from 9 p.m. to 5 a.m. on Thursday, March 5th; weather permitting, in order to connect a new 12-inch main line to the existing system, as part of the Hanapēpē-Ele'ele Water Systems Improvements Project. A trailer-mounted water tank containing potable water will be available for use on Waialo Road during the service shutdown. Customers must bring their own water containers to fill up, if needed.
  - A notice to the affected service area was issued via BlackBoard Connect mass notification service. Follow-up phone calls were made to the property management companies of the 2 shopping centers in the affected area.
  - In addition, postcard notifications were mailed out to the affected area and radio advertisement was used to announce the water service shutdown in the area.
- A courtesy news release was issued on March 3, 2020 to remind customers of the scheduled a water service shutdown on Waialo Road, Okupu Street, Olali Street, Manawanui Court, Mānā Olana Court, Harbor Access Road and Aka Ula Street in Ele'ele. The news release also announced an update on the work area and included a notice of a partial one lane road closure on the north bound lane of Waialo Road in Ele'ele is also scheduled for March 4th beginning at 8:30 p.m. to 5 a.m. on March 5th. One lane remained open to traffic. Motorists were advised to drive with caution near and around the work site.
  - A reminder notice to the affected service area was issued via BlackBoard Connect mass notification service. Courtesy reminder calls were also made to both shopping centers to remind tenants of the shutdown. Radio advertisement continued through March 4<sup>th</sup> to announce the water service shutdown in the area.
- A public service announcement was issued on March 5, 2020 to announce that water services were restored to all customers on Waialo Road, Okupu Street, Olali Street, Manawanui Court, Mānā Olana Court, Harbor Access Road and Aka Ula Street in Ele'ele as of approximately, 2:30 a.m. this morning. DOW and its contractor, Goodfellow Bros., Inc completed the installation of the new 12” main line for the Ele'ele water system and customers may now resume normal water use.

- **Wailua – Scheduled water service shutdown**

- A news release was issued on February 27, 2020 to announce a water service shutdown scheduled for customers located on a portion of Puuopae Road; between Opaeka'a Road and Kalakea Road, and includes Holio Road, Kalama Road and Kipapa Road in Wailua. Water service will be unavailable on Thursday, March 5th, from 9 a.m. to 3 p.m., weather permitting. The 6-hour water service shutdown is necessary in order to allow a private contractor, Drayko Construction, Inc. to tie-in a new water line to the existing water system.
  - A customer notice was also issued via phone call, email and text message to the affected service area via BlackBoard Connect mass notification service.
- A courtesy news release was issued on March 4, 2020 to remind customers of the water service shutdown scheduled for a portion of Pu'uopae Road; between Opaeka'a Road and Kalakea Road, and includes Holio Road, Kalama Road and Kipapa Road

in Kapa‘a. Water service will be unavailable on Thursday, March 5th, from 9 a.m. to 3 p.m., weather permitting.

- **Hanapepe – Historic Hanapepe Bridge reopens to motorists**
  - A news release was issued on February 28, 2020 to announce the reopening of the Historic Hanapepe Bridge on Hanapepe Road to motorists, bicyclists and pedestrians. Bridge access was previously limited to pedestrians and bicyclists during the design and construction work, as part of the DOW’s Hanapepe-Ele’ele Water Systems Improvement Project. The news release also provided upcoming work for the Hanapepe-Eleele Water Systems Improvement Project; which included: intermittent closures of the bridge, installation of a 16-inch main line along Kaumuali’i Highway, a new 6-inch main line replacement on Hanapepe Road and installing appurtenances that includes additional 12-inch and 8-inch main lines, connections to existing waterlines, new service laterals, new water meters and boxes, new valves, new fire hydrants and other restoration and repaving work. Work is being conducted by DOW contractor is Goodfellow Bros., LLC and Construction Manager, R.M. Towill Corporation.
    - DOW continues to maintain community relations and communications with the Hanapepe Economic Alliance and the community on this project to keep residents informed. More recently, the DOW participated and attended the Hanapepe community meeting held on February 12, 2020.
- **All systems – DOW honors Fix a Leak Week**
  - A news release was issued on March 5, 2020 to announce and encourage all water users to detect and fix residential leaks during the U.S. Environmental Protection Agency’s (EPA) annual “Fix a Leak Week” which is celebrated nationally from March 16 through March 20. In honor of the national awareness week, the DOW announced that it would also be offering free leak detection starter kits within the community in Kilauea on March 7th from 9 a.m. to 1 p.m. at the Anaina Hou Farmer’s Market, in Waimea on March 14th from 8 a.m. to 2 p.m. at the Waimea High Health & Wellness Fair and in Lihue from March 16-20th from 8 a.m. to 4 p.m. at the DOW office during the national awareness week.
  - A news release was issued on March 13, 2020 to announce the postponement of the annual Fix a Leak awareness kit distribution in an effort to minimize walk-in visits to the DOW’s office and encourage prevention measures in the community. This includes DOW’s previously scheduled distribution and participation at the Waimea Health Fair on March 14th and at the DOW’s office from March 16-20th. DOW also announced its recent partnership with Kaua’i’s ACE hardware stores to help promote water conservation in our communities’ through the distribution of toilet leak detection tablets in-store. DOW brochures and toilet leak detection tablets are available at ACE Hardware stores in Ele’ele, Lihue, Kapa’ā and Princeville during normal business hours. Participating store hours and availability of toilet leak detection tablets in-store may change and will be issued at the store’s discretion during this time.
- **Ele’ele – Scheduled water service shutdown**
  - A news release was issued on March 9, 2020 to announce a water service shutdown scheduled for approximately 22 customers located on portions of Ele’ele Road, Poni Road and Uliuli Road on Wednesday, March 11, from 9:00 a.m. to 2:00 p.m., weather permitting. The water service shutdown is necessary in order to allow DOW crews to install a new fire hydrant.

- A customer notice was also issued via phone call, email and text message to the affected service area via BlackBoard Connect mass notification service.
- **All Systems – DOW encourages all to practice prevention for COVID-19**
  - A news release was issued on March 13, 2020 to encourage the community to practice prevention measures as part of proactive messaging from DOW. The Department also reassured the public that its commitment to provide safe, affordable and sufficient water service to our communities remains unchanged. Customers can be assured that water is safe to drink and that there are no water service advisories issued at this time. The Department also shared that water is tested on a continuous schedule and continues to meet state and federal drinking water requirements. The Department is proactive in providing awareness and preventative health measures at their Lihue offices through increased sanitization efforts in work environments and customer service areas. Customers were also encouraged to consider utilizing DOW’s online Customer Account Portal (CAP) to manage, monitor and make payments on their water service accounts, in lieu of frequent visits into the DOW’s Lihue office and that inquiries and service are also available by phone and email. Recent outreach efforts included step-by-step hand washing demonstrations in the community and the importance of water to support a healthy immune system. The Department announced that personnel are closely monitoring the guidance of the US Centers for Disease Control (CDC) and the Department of Health (DOH) regarding the spread of the virus and that DOW will continue to be proactive in our response. A list of frequently asked questions were also issued and include the following:
    - Is my drinking water safe? *Yes, your water is safe to drink. Water is tested on a continuous schedule regulated by the Department of Health’s Safe Drinking Water Branch and continues to meet state and federal drinking water requirements. The Department of Water maintains compliance with all state and federal drinking water standards in order to ensure your drinking water is safe.*
    - Should I be concerned about COVID-19 in my drinking water? *According to the US Center of Disease Control and Prevention (CDC), the virus is thought to spread mainly from person-to-person in the following ways:*
      - *Between people who are in close contact with one another (within about 6 feet).*
      - *Through respiratory droplets produced when an infected person coughs or sneezes. These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs.*
      - *It may be possible that a person can get COVID-19 by touching a surface or object that has the virus on it, and then touching their own mouth, nose, or possibly their eyes. However, according to the CDC, “this is not thought to be the main way the virus spreads.”*
    - How would COVID-19 affect our water service? *The Department of Water operates over 400 miles of water line to serve our customers island wide. Our employees are essential to the operation of these water systems to ensure services are maintained in all types of emergency situations. During a potential COVID-19 outbreak, the availability of essential personnel could impact the Departmental functions such as; timely repairs and maintenance of the water system, delayed response to reported service issues, may limit*



*administrative and fiscal services and if necessary could result in temporary water service outages.*

- How should I prepare for a water service emergency? *During a planned or scheduled water service outage, being prepared with the recommended amount of water storage in your emergency preparedness kit can help provide the water you need and minimize the inconvenience during a temporary service disruption. The Hawaii Emergency Management Agency's recommended water storage amounts include 1 gallon of water per person, per day for up to 14 days to use for essential needs.*
- **DOW office temporary power outage**
  - A news release was issued on March 16, 2020 to announce the DOW's preparation of a power outage at approximately 1:30 p.m. due to a recently damaged utility pole that fell near the base yard around 11 a.m. After the incident, DOW office buildings were operating on a temporary electrical power source and was expected to lose power at approximately 1:30 p.m. An electrical power outage will affect DOW's internet and electronic services that allow personnel to communicate and assist customers with service requests and payments. Furthermore, the DOW's phone lines may also be affected during the power outage and advises all customers were asked to limit phone calls to emergency service issues during this time, until an announcement is made that power is restored.
  - A follow-up news release was issued at approximately 4:30 p.m. on March 16, 2020 to announce that power was temporarily restored at about 1 p.m. by DOW's emergency generators; with limited services at the office until power service can be fully restored. The DOW also announced that a partial lane closure was in place, until further notice, as utility crews conducted work to replace the pole on Pua Loke Street.
- **Wailua – Scheduled water service shutdown**
  - A news release was issued on March 17, 2020 to announce a water service shutdown scheduled for customers located on Pu'upilo Road, Pu'upilo Place, Po'o Road, Makana Road, Ilalo Road and a portion of Opaeka'a Road; between Pulana Street and Ilalo Road in Wailua on Tuesday, March 24th from 9 a.m. to 3 p.m., weather permitting, to allow private contractor, Hawaiian Dredging Construction Co. Inc. to tie-in a new 6-inch water line onto the existing system.
    - A customer notice was also issued via phone call, email and text message to the affected service area via BlackBoard Connect mass notification service.
  - A courtesy news release was issued on March 23, 2020 to remind customers of the water service shutdown in Wailua on Tuesday, March 24<sup>th</sup> from 9 a.m. to 3 p.m., weather permitting. Additionally, a hydrant faucet was also installed on Opaeka'a Road during the shutdown in order to provide water access to customers in the affected service area.
    - A reminder notice to the affected service areas was also issued via phone call, email and text issued by BlackBoard Connect mass notification service.
- **Ele'ele – Water conservation requested for Ele'ele customers**
  - A news release was issued on March 18, 2020 to announce an immediate water conservation notice for Ele'ele customers, including the Port Allen harbor areas until further notice. Customers are advised to limit water use to essential needs only; such as drinking, cooking and sanitation purposes in order to avoid a full water service outage in the system. The news release further explained that during DOW's routine

system assessments following severe weather conditions, crews discovered a damaged transmission line in the Ele'ele system. DOW crews prepared and completed emergency repairs to the damaged transmission line.

- A customer notice was also issued via phone call, email and text message to the affected service area via BlackBoard Connect mass notification service.
- An updated news release was issued on March 19, 2020 to rescind the water conservation notice for Ele'ele customers effective at 6 a.m. the same morning. DOW crews completed the repairs and customers were able to resume normal water use.
  - A courtesy notice was also issued via phone call, email and text message to the affected service area via BlackBoard Connect mass notification service.
- **All systems - Temporary office closure and customer service changes**
  - A news release was issued on March 19, 2020 to announce the temporary closure of walk-in customer services at the DOW office effective March 20<sup>th</sup>. DOW will continue to assist customers by phone, online, by mail and via email. The news release also announced that effective March 20, 2020 until further notice, the DOW has implemented Emergency Operating Procedures to address COVID-19 related health measures to address customer services and promote social distancing that included; a primary list of phone numbers for each division, postponement of public hearings and community meetings and DOW's additional resources available online, via [www.kauaiwater.org](http://www.kauaiwater.org).
    - In addition to the news release, PR scheduled a series of Facebook posts, public service announcements and radio advertisements to help promote the temporary office closure, payment options and importance of water services. This promotional awareness campaign will be on-going until further notice. *(examples attached)*
- **Lihue – DOW conducts flushing protocol in Puhi, Lihue, Hanamaulu and Kapa'a Systems**
  - A news release was issued on March 31, 2020 to announce that the Department was conducting a flushing protocol in the Puhi, Lihue, Hanamaulu and Kapa'a water systems to help clear the water lines after the recent severe weather and flooding conditions that affected nearby areas. Some customers may and/or may not have been experiencing white or discolored water at the tap. DOW further confirmed that water quality continued to be safe for normal use and that water is expected to clear up after the flushing process is completed.
    - A customer notice was also issued via phone call, email and text message to the affected service area via BlackBoard Connect mass notification service.
- **Other media:**
  - The Department was mentioned in the Garden Island Newspaper article, "Fixing four bridges", by Dennis Fujimoto announcing it's anticipated reopening of the historic Hanapepe bridge at the February 12<sup>th</sup> Hanapepe Community Meeting *(Attached)*.

## **Public Relations Program**

### **Community Outreach & Education**

- The Department participated in the Career Day events at Kalaheo Elementary School on February 19<sup>th</sup>. The presentation showcased careers in the Operations division and featured one of the DOW's excavator machines. Special thanks to Darren Horner, Larry "Kalani" Dabin and Ryan Smith for representing the Department in our Kalaheo community.



- The Department participated in Career Day Events at King Kaumualii Elementary School on February 25<sup>th</sup> in Hanamaulu. The presentation showcased careers in Construction Management and provided information about DOW's services and the importance of water. Special thanks to Dustin Moises and Jason Fujinaka for representing the Department in our Hanamaulu-Lihue community.
- The Department participated in Career Day Events at Ele'ele Elementary School on March 6<sup>th</sup>. The presentation showcased careers in Water Quality and provided information on DOW's services and the importance of water to our health and community. Special thanks to Carl Arume, Jason Fujinaka, and Jonell Kaohelaulii for representing the DOW in our Ele'ele community.
- In partnership with the Environmental Protection Agency's (EPA) WaterSense program, the Department coordinates community outreach reach efforts to host 'Fix a Leak Week' (FALW) on Kauai. FALW is a nationally celebrated awareness week to promote the detection of water leaks in communities across the nation. This year's events included community distribution of the DOW's leak detection starter kits in Kilauea, Waimea and Lihue. PR visited the Kilauea community at the Anaina Hou Community Market on March 7<sup>th</sup> to distribute kits and promote community relations with north shore residents. DOW interacted with more than 100 residents and visitors and distributed 78 kits. Information regarding DOW's services and meter education was also provided and well received by the community. This year's events also included outreach efforts in Waimea and in Lihue at the DOW's office however, both promotional activities were cancelled in order to heed the advice of county, state and federal health agencies to minimize contact in a preventative effort for COVID-19. Kit distribution at DOW office may be rescheduled at a later date. Special thanks to Jason Fujinaka and Jonell Kaohelaulii for representing DOW in our Kilauea community.
- The Department provided an educational outreach presentation for 6-8<sup>th</sup> grade students at Waimea Canyon Middle School on March 10<sup>th</sup>. The presentation shared insight on Kauai's water sources, drinking water services, discussed water quality testing requirements and provided information on water conservation and resource management. Special thanks to Carl and Jonell for conducting the presentations and representing the DOW in our Waimea community.
- The Department participated in a community outreach and educational exhibit at Kekaha Elementary School's Science, Technology, Reading, Engineering, Arts and Math (STREAM) Night on March 11<sup>th</sup>. DOW's exhibit focused on the important techniques of hand washing and discussed the importance of drinking water to support a health immune system, in an effort to promote responsible water use during the COVID-19 awareness. Over 150 families visited the DOW's exhibit. Special thanks to Jason and Jonell for providing and participating in this exhibit for our Kekaha community.
- Effective March 13<sup>th</sup>, all community outreach efforts requiring staff to physically attend or participate in a public event/activity has been suspended until further notice in order to follow preventative health measures set forth by the Department of Health and our state and county agencies; which includes social distancing guidelines. PR has notified all existing events and all future event requests will be reviewed on a case-by-case basis.

#### **Upcoming Community Outreach & Educational Events (Tentative)**

- April 18, 2020 – Project WET Educator Workshop (postponed)
- April 23, 2020 – Agricultural and Environmental Awareness Day (cancelled)
- May 4-8, 2020 – AWWA's National Drinking Water Week at the DOW (postponed)

- May 9, 2020 – Kauai Visitor Industry Charity Walk, water station (DOW cancelled)
- May 20, 2020 – Water Education presentation at A Room to Grow Preschool (postponed)
- September 18, 2020 – DOW’s Make a Splash with Project WET Festival (tentative)
- October 21, 2020 – Imagine a Day Without Water

### **Project WET Hawaii**

- Effective March 13<sup>th</sup>, all Project WET Hawaii training and workshops have been postponed until further notice. Workshops and training requirements include hands-on experiences that are unable to be offered at this time.
- Project WET USA is working on offering virtual training opportunities and webinars to continue certification process. Project WET Hawaii will look into altering its training requirements to propose virtual workshops at the discretion and availability of the state coordinator.
- The DOW’s Make a Splash with Project WET Festival is tentative this year and most efforts for activity planning has been postponed as of this report date, due to COVID-19 health and public safety requirements. A major effort and success of the festival is being able to offer hands-on, interactive activities; which requires in-person attendance. Furthermore, the festival draws an average of 900 students, volunteers and staff. We will await the state’s Department of Education decision on schools and student policy for next school year before making a final decision on this year’s festival.

JK/ein




Attachments: “Fixing four bridges” The Garden Island  
Social Media samples

Mgrrp/April 2020/Information & Education Specialist Report (4-17-20):ein

Hawaii News

# Fixing four bridges

By [Dennis Fujimoto](#) The Garden Island | Friday, February 14, 2020, 12:05 a.m.

Share this story   



Dennis Fujimoto / The Garden Island

Young people enjoy the Wednesday afternoon from the historic 1911 bridge on Hanapepe Road over the Hanapepe River in Hanapepe.

-continued-



HANAPEPE — If the weather cooperates, the historic 1911 Hanapepe bridge on Hanapepe Road over the Hanapepe River should re-open to vehicular traffic by the end of the month, said county Department of Water Engineer Dustin Moises Wednesday during a talk story session hosted by the Hanapepe Economic Alliance to a standing-room-only audience at the Hanapepe Recreation Center.

Work on the four bridges in the 'Ele'ele and Hanapepe areas, including the recently storm-damaged Hanapepe Swinging Bridge, the historic 1911 Hanapepe bridge, the main Hanapepe bridge on Kaumuali'i Highway, and the pedestrian walkway in 'Ele'ele, was one of the agenda items at the meeting attended by Mayor Derek S. K. Kawakami with support from his department heads.

The meeting also included the announcement of Nalani Brun assuming the title of interim director of the county's Office of Economic Development.

Moises' announcement of the anticipated opening of the historic 1911 bridge to vehicular traffic was one of the bright notes in the meeting that was mired in talk of the numerous issues that surround the 'Ele'ele and Hanapepe areas.

Bridge work on the historic 1911 structure has been done jointly between the county and DOW as part of the water department's new water system in 'Ele'ele, and has progressed to where vehicular traffic can once again be accommodated. Currently, the traffic on the bridge is limited to pedestrians and bicycles only.

Moises said once the bridge is opened to vehicles, there will be intermittent closures on the east end of the bridge for pipeline work.

Deputy County Engineer Lyle Tabata said the historic structure will need repairs to some of the bridge footings as well as reconstruction on the the deck to meet the standards of the National Historic Preservation Act.

-continued-

## Hanapepe Swinging Bridge

Tabata said the tree in the river that is believed to have created damage to the Hanapepe Swinging Bridge has been removed by Hanapepe residents.

However, the county did not have access to the equipment necessary to safely conduct a damage assessment. This equipment has now been made available, and the county can proceed with its damage assessment that includes examination of the undercarriage of the structure.

## Main Hanapepe bridge on Kaumuali'i Highway

Work being done on the main Hanapepe bridge is under the jurisdiction of the state's Department of Transportation, and has suffered from a number of delays, including relocation of utility lines and unplanned-for geological challenges.

Larry Dill, DOT Kaua'i district engineer, said the project now involves drilling footings for the new bridge. Cranes will be relocated to the east end of the bridge for drilling four additional deep footings.

Dill anticipates this process to run through early April before the project can move into the phase of demolition of the old bridge.

Answering concerns from the audience, Dill assured the crowd that the contractor is keeping an eye on the historical portions of the bridge that will become part of a bridge monument, and will look into concerns of having additional traffic-advisory signage.

"Feb. 15 marks one year since construction started (on the bridge)," said Linda Ka'iakapu, who operated the Western Shell gas station for 40 years. "I need some kind of help. The state provided us with ingress and exit, but we are on the verge of closing."

Dill said the bridge project meets the guidelines where the only compensation the state or federal government can provide is for use of property.

Randy Francisco of the HEA and the new president of the Kaua'i Filipino Chamber of Commerce asked the audience to show some community pride and support the gas station that is the only one between Kalaheo and Waimea.

## 'Ele'ele pedestrian walkway

Dill said to fix the 'Ele'ele pedestrian walkway over Kaumuali'i Highway near the 'Ele'ele Shopping Center, the state would need to raise the overall height of the structure by an additional two, maybe three steps on the landings, because the height requirements do not meet the minimum standards. Adding to the complexity of the situation are historical issues that need to be addressed, he said.




The following are two (2) screenshots of the social media posts that were published for DOW as part of its online awareness campaign to announce the temporary closure of the walk-in services:


Published on March 20, 2020


**Kauai Dept. of Water**  
Posted by  
Friday at 6:45 AM · 🌐

Effective Friday, March 20th, all walk-in services at our DOW office will be temporarily closed until further notice. We appreciate your understanding as we focus on preventative measures related to COVID-19, for the safety of our employees, customers and communities. Mahalo. Please share this post with your ohana and friends.  
**#flattenthecurve #KauaiDOW**

**Our office is temporarily closed**  
**Here's how we can help:**

 **Main line: 245-5400**  
**Billing Services: 245-5442**  
**To report a water service emergency: 245-5444**  
**After-hours contact Police Dispatch at 241-1711**

 **Mail Correspondence to:**  
**Department of Water, County of Kaua'i**  
**ATTN: (add Division's name here)**  
**4398 Pua Loke Street, Lihue, HI 96766**  
For Bill Payments, please mail to the address listed on your billing statement.  
Payment drop box also available in the parking lot at our office.

 **Online Bill Pay via Customer Account Portal**  
**Applications, forms, DOW resources & more:**  
**Website: [www.kauaiwater.org](http://www.kauaiwater.org)**



👍 2 9 Shares

👍 Like    💬 Comment    ➦ Share

3,954 people reached > Boost Unavailable



### Kauai Dept. of Water

Posted by  
Monday at 1:00 PM · 🌐

Mahalo to our valued customers for using the Customer Account Portal for water bill payments and account services. Today, our essential employees continue to work behind the scenes to provide you with safe, affordable and sufficient drinking water services when you need it. For assistance by phone, call us at 245-5400. To log-in to the Customer Account Portal, visit [www.kauaiwater.org](http://www.kauaiwater.org)... See More

#### THIS WEEK

52  
New Likes

1,772  
Total Likes

10,626  
Posts Reach

10,630  
Total Reach

950  
Engagement



4

5 Comments 6 Shares

Like Comment Share

6,090 people reached >

Boost Unavailable

# DEPARTMENT OF WATER

County of Kaua'i

*"Water has no Substitute – Conserve It!"*

## **Operations Division Report for the Month of February and March 2020**

### **Personnel**

- Interview Equipment Operator II completed. Recommendation to hire submitted.
- Social distancing strictly implemented. Carpooling is discouraged. Operations personnel driving to jobsite on DOW vehicles on single occupancy only.

### **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.
- Refurbishment and pump replacement at Hanamā'ulu Pump Station is completed. Chlorination and flushing completed. Booster Pump station in service.
- Puhi Well 3 refurbishment Contract 679 with Derrick's Well Drilling is temporarily suspended.
- Koloa Well D refurbishment Contract 693 with Derrick's Well Drilling is on-going.
- Anahola Well A pump replacement Contract 687 executed. Work commenced.
- Installation of Sodium Hypochlorite On-Site Generation project on Makaleha Wells and Tank site complete. Site and equipment monitoring on-going.
- Electrical workers performed routine electrical maintenance at all sites including SCADA radio troubleshooting, electrical wiring for motor controls, lighting repair and replacement. SCADA contractor on-island.
- Auto mechanics performed routine maintenance of all DOW vehicle and equipment including light, medium and heavy vehicles as well as construction equipment and generators.



## **Distribution**

- Operations Division Field Section crews continue to perform routine leak repair of service laterals and mainlines. Field Section personnel responded to forty-seven (47) leak repair work orders.
- Field Section personnel installed/replaced three (3) service laterals.
- We received a total of 245 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, and non-water emergency calls mainly customer inquiries. Work orders were generated and all calls resolved. Leak after the meter needs to be addressed by the customer.
- For the months of February and March, Operations Division did not receive emergency calls for hydrant hit by vehicle.

## **Fleet, Inventory, Warehouse and Basevard Area**

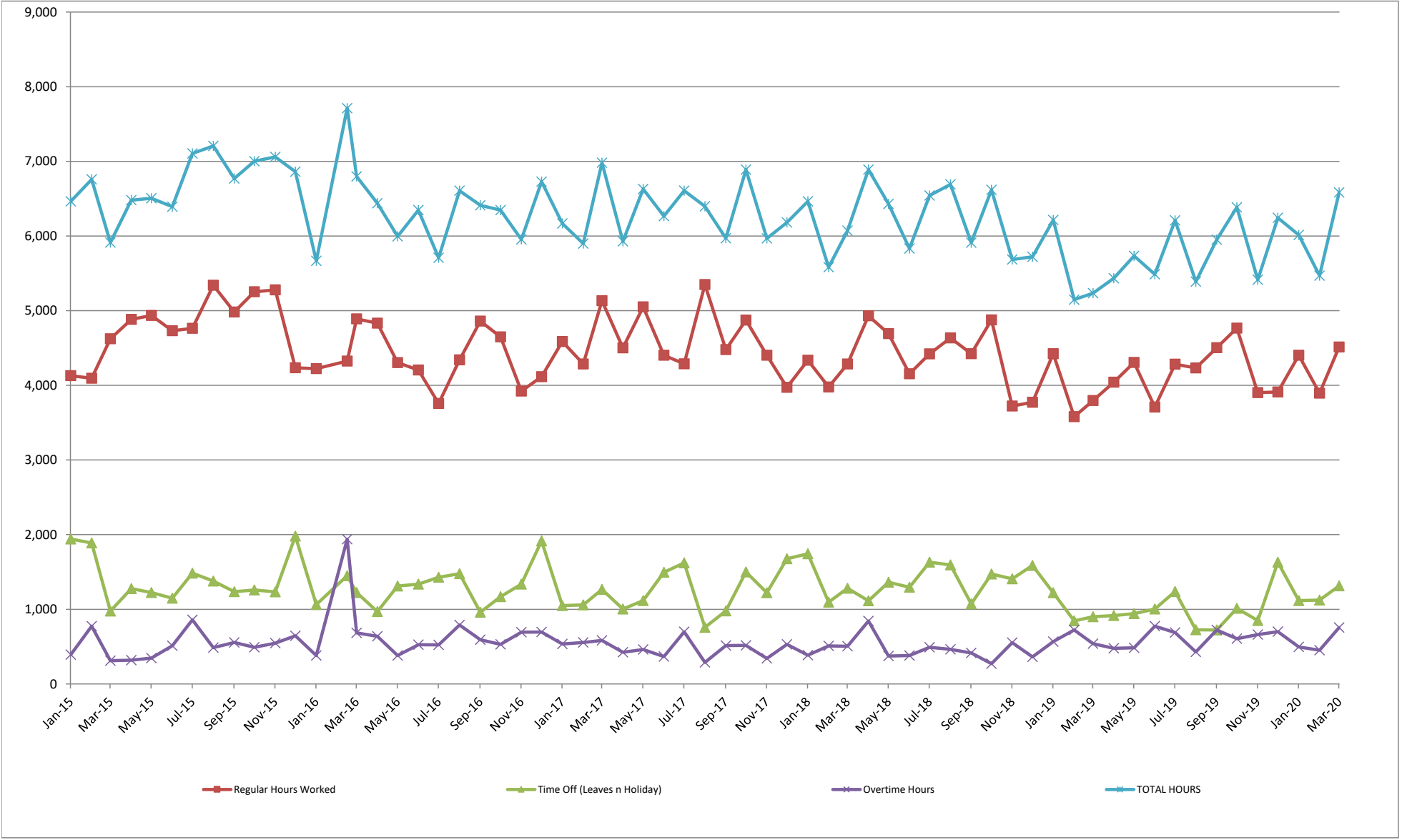
- For the months of February and March 2020, a total of three hundred three (303) work orders were issued for Operations Division. Works included: electrical repairs and maintenance; automotive repairs and maintenance including power generator maintenance; Hawai'i One Call requests for markings; water 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; Hawai'i One Call relative to contractor's requests for markings.
- For the months of February and March 2020, forty-three (43) Hawaii One Call requests for markings were received. Also, sixty-nine (69) meters were maintained, replaced, repaired, issued and installed.

VPR/ein

Attachments: Overtime Chart  
Leak Report Chart  
Production/Billing Chart

Mgrp/April 2020/Operations Division Report for the Months of February and March 2020 (04-17-20):ein

County Of Kauai - DEPARTMENT OF WATER  
 Operations Division: Plant & Field  
 Total Hours for the Month  
 For the Period: January 2015 to March 2020

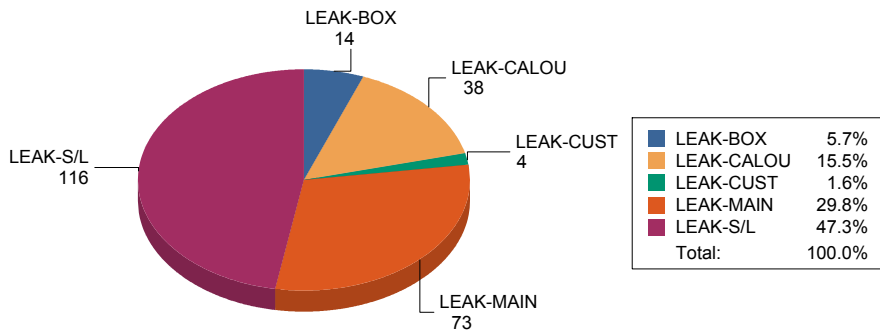


### Work Orders by Job Reason Code for Selected Date Range

02/01/2019 to 03/31/2020

# of W/O's	Job Reason Code	Description
14	LEAK-BOX	Meter Box Leak Repair
38	LEAK-CALOU	LEAK CALL OUT
4	LEAK-CUST	Customer-Side Leak Repair
73	LEAK-MAIN	Mainline Leak Repair
116	LEAK-S/L	Service Lateral Leak Repair

### Work Orders by Job Reason Code

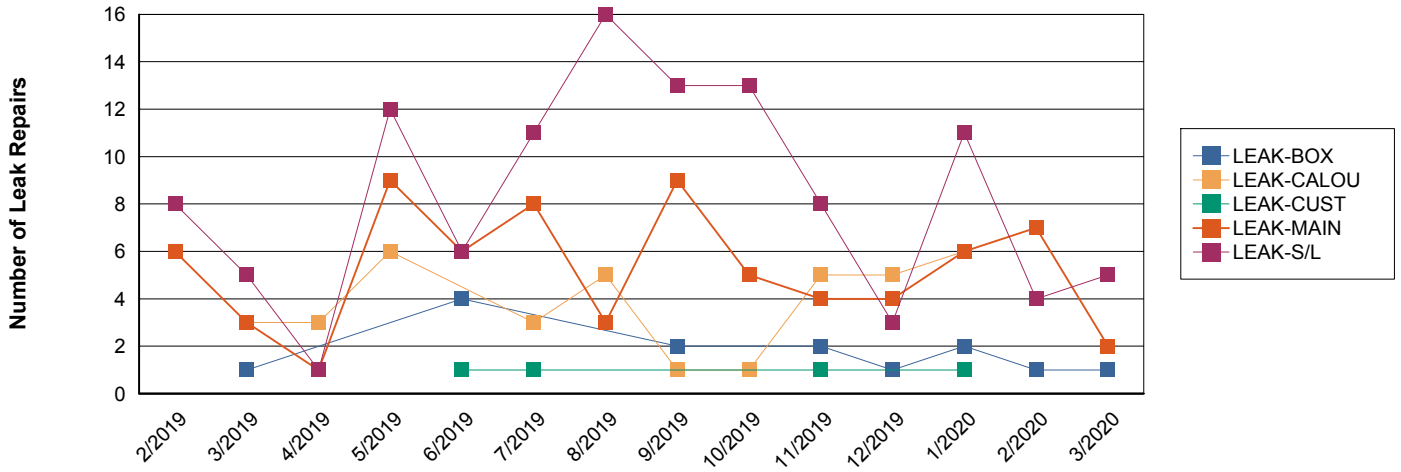


### Work Orders by Job Reason Code for Selected Date Range

02/01/2019 to 03/31/2020

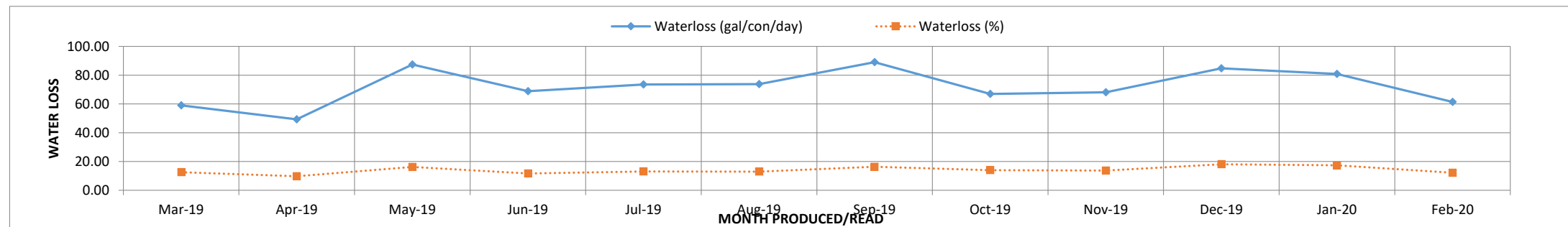
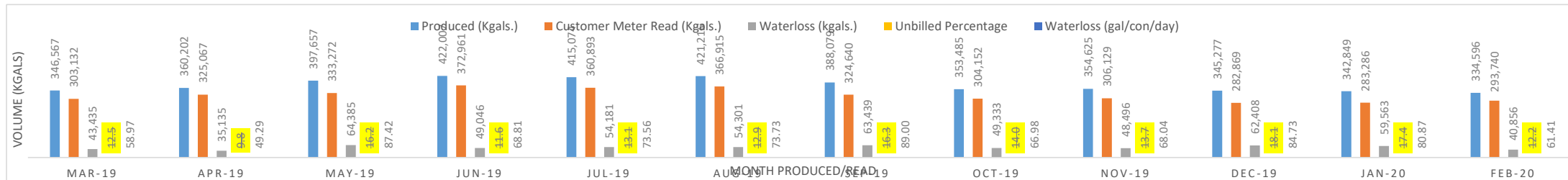
# of W/O's      Job Reason Code      Description

### Number of Leak Repairs per Month



Monthly Water Produced, Customer Meter Read and Waterloss Comparison For Calendar Year 2019/2020

	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Total Year
Produced (Kgals.)	346,567	360,202	397,657	422,007	415,074	421,216	388,079	353,485	354,625	345,277	342,849	334,596	4,481,632
Customer Meter Read (Kgals.)	303,132	325,067	333,272	372,961	360,893	366,915	324,640	304,152	306,129	282,869	283,286	293,740	3,857,056
Waterloss (kgals.)	43,435	35,135	64,385	49,046	54,181	54,301	63,439	49,333	48,496	62,408	59,563	40,856	624,576
Waterloss (%)	12.5	9.8	16.2	11.6	13.1	12.9	16.3	14.0	13.7	18.1	17.4	12.2	13.9
Waterloss (\$)	55,467	44,867	82,219	62,632	69,189	69,343	81,011	62,998	61,929	79,695	76,061	52,173	797,584
Waterloss (gal/con/day)	58.97	49.29	87.42	68.81	73.56	73.73	89.00	66.98	68.04	84.73	80.87	61.41	72.02



# DEPARTMENT OF WATER

County of Kaua'i

*"Water has no Substitute – Conserve It!"*

## MANAGER'S UPDATE

April 17, 2020

*Pursuant to Board Policy No. 3*

### **CONTRACTS AWARDED/EXTENSION/AMENDMENTS:**

#### **1 FIFTH AMENDMENT TO CONTRACT NO. 666, JOB NO. IT-2018-4, REVIEW AND UPDATE I.T. STRATEGIC PLANNING, IMPLEMENTATION AND SUPPORT WITH BRIO CONSULTING, LLC. IN THE AMOUNT OF \$144,000.00**

#### FUNDING:

Account No.:	10-02-10-540-010		
Acct Description	WU/IT/Admin/Professional Services		
Funds Available	<i>Verified by WWC</i>		\$ 144,000.00
Contract No.	666		
Vendor	Brio Consulting, LLC		
	Contract Amount	\$ 79,979.00	
	Contingency	\$ 201.00	
	First Amendment	\$ 9,820.00	
	Second Amendment	\$ 70,000.00	
	Third Amendment	\$ 229,380.00	
	Fourth Amendment	\$ 79,860.00	
	Total Funds Certified To Date	\$ 469,240.00	
<b>Fifth Amendment:</b>			
	Contract Time Extension and Additional Funds (Reference Manager's Report No. 20-48)	\$ 144,000.00	
	Total Amendment	\$ 144,000.00	\$ <144,000.00>
	Contract Amount To Date	\$ 613,039.00	

#### BACKGROUND:

Contract NTP Date: September 1, 2018  
 Original Contract End Date: December 29, 2018 (Stop Work Orders were issued on this contract to provide DOW staff to review the Draft I.T. Strategic Plan  
 First Amendment End Date: July 24, 2019  
 Second Amendment End Date: November 15, 2019  
 Third Amendment End Date: January 25, 2020  
 Fourth Amendment End Date: March 15, 2020  
 New Contract End Date: June 30, 2020

The Department of Water (DOW) has two (2) vacant positions in its I.T. Division. On October 14, 2019, the DOW executed the Second Amendment to Contract No. 666, Review and Update the Department's Information Technology Strategic Plan and I.T. Project Implementation and Support with Brio Consulting to incorporate Task 1, Support I.T. Infrastructure. The contract included language that long term support services may be needed and the support has been essential to DOW operations during periods when one or both of the remaining I.T. employees are on leave. The DOW is actively trying to fill the open two (2) positions. Until those new employees are on board, it is beneficial to continue on-site support services as well as during the transition period of recruitment, both to keep up with the I.T. workload and to help keep critical business systems running. On-site support will be able to directly interface with the DOW's I.T. staff and transition knowledge and initiatives back to the DOW team over a more reasonable timeframe as well as to take immediate actions that may be necessary to establish or improve infrastructure reliability, and resiliency of the technical support infrastructure.

The Fourth Amendment to Contract No. 666 ends on March 15, 2020 and the I.T. Specialist III and the Waterwork's I.T. Manager positions are still vacant and is pending action from the Department of Human Resources. The DOW previously anticipated that these positions would be filled in February. Without knowing when these positions will be filled, the Department finds it critical to continue I.T. infrastructure support against systematic failures of our Network, SCADA, LAN, hardware, software, and all other I.T. related systems that serve the Department and our customers.

Funds to continue Task 1 of this contract until June 30, 2020 will provide continuity of support while the Department is short-staffed.

Funds were approved for \$144,000.00 at the February 28, 2020 board meeting (Reference Manager's Report No. 20-48).

**2 THIRD AMENDMENT TO CONTRACT NO. 682, 2019-PROF-1, A.1 SPECIAL LEGAL FEES WITH ES&A, INC. A LAW COORPORATION IN THE AMOUNT OF \$50,000.00**

FUNDING:

Account No.	10-01-10-540-010			
To Account No.	WU/Admin/Admin/Professional Services-General			
Funds Available	<i>Verified by WWC</i>		\$	50,000.00
Contract No.	682			
Vendor	ES&A, Inc., A Law Corporation			
	Contract Amount	\$	50,000.00	
	First Amendment	\$	20,000.00	
	Second Amendment	\$	120,000.00	
	Total Funds Certified To Date	\$	190,000.00	
Third Amendment:				
	Continued Legal Services	\$	50,000.00	

MANAGER'S UPDATE

Re: Manager's Update for January 2020 to February 2020

April 17, 2020

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Total Amendment and Funds Requested	\$	50,000.00	\$	(50,000.00)
Contract Amount To Date	\$	240,000.00		

**BACKGROUND:**

Contract NTP Date: March 20, 2019

Original Contract End Date: N/A

New Contract End Date if Contract Time Extension: N/A

This Contract was procured as a professional services procurement pursuant to HRS 103D-304 and HAR 3-122-65 for fiscal year 2018-2019 under Publication Number 2019-PROF-1, A.1. Special Counsel was awarded the Contract. Mediation was held and failed to reach a settlement agreement between the parties. The Office of the County Attorney recommends continuation of the litigation. Based on the recommendation, employment litigation and related services in the matter of CIV-18-0158 is on-going and the Department wishes to keep Special Counsel on for this matter. Special Counsel requires additional funding to continue to provide its legal services to the Department

**3 CONTRACT NO. 655, JOB NO. 15-07, WP2020 #HE-01, HE-10, REORGANIZE WATER SYSTEM: KAUMUALI'I HIGHWAY 16-INCH MAIN AND EMERGENCY PUMP CONNECTION, HANAPĒPĒ ROAD 6-INCH MAIN REPLACEMENT, HANAPĒPĒ, KAUA'I, HAWAI'I DELAY CHARGES FROM GOODFELLOW BROS., LLC**

**FUNDING:**

Approved Budget FY17-18

10-21-00-604-146 WU/ Capital Outlay-R&R/15-07/HE-10	\$1,653,600.00
10-21-00-605-146 WU/ Capital Outlay - Exp/15-07/HE-10	\$ 466,400.00
10-21-00-605-146 WU/ Capital Outlay - Exp/15-07/HE-10	\$2,748,000.00

Approved at April 2018 Board meeting

10-21-00-604-146 WU/ Capital Outlay-R&R/15-07/HE-10	\$4,096,000.00
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Approved at December 2019 Board meeting

10-21-00-604-146 WU/ Capital Outlay-R&R/15-07/HE-10	<u>\$2,360,587.59</u>
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**Total Approved Funding to date: \$11,324,587.59**

Contractor Proposal (Goodfellow Bros., LLC.)	\$ 8,537,573.00
Total approved Change Orders to date (CO1- CO24)	<u>\$ 2,048,721.51</u>
<b>Contract Amount To Date</b>	<b>\$10,586,294.51</b>

Total Contingency Remaining	<u>\$ 738,293.08</u>
	\$11,324,587.59

**NO ADDITIONAL FUNDS REQUESTED**



BACKGROUND:

Contract NTP Date: June 30, 2018  
Original Contract End Date: July 31, 2019  
New Contract End Date: September 9, 2020

This project consists of the contractor to furnish all materials, labor, tools, and equipment for installation of approximately 1,690 linear feet of 16-inch ductile iron pipe, 1,696 linear feet of 12-inch ductile iron pipe, 542 linear feet of 8-inch ductile iron pipe, 131 linear feet of 6-inch ductile iron pipe, 5 linear feet of 4-inch ductile iron pipe, 1,248 linear feet of 16-inch C-900 PVC pipe, 720 linear feet of 12-inch C-900 PVC pipe, 184 linear feet of 6-inch C-900 PVC pipe, 203 linear feet of 12-inch ductile iron TR flex pipe, 83 linear feet of 16-inch of Fusible C-900 PVC pipe and 83 linear feet of 12-inch of Fusible C-900 PVC pipe and appurtenances including connections to existing waterlines, new valves, new fire hydrant, blow-offs, installation of air valves and permanent cleanouts with meter boxes, valves, and valve boxes, and restoration and repaving work, all in accordance with the plans and specifications, as indicated in the contract drawings and specifications. Further, the project supports the development of the affordable housing project in Lima Ola.

The project started in July of 2018 and has had several unforeseen situations arise during the course of construction. For the most part, construction management staff has been able to curtail the additional cost by being proactive with the contractor up until now and minimized cost impact through the change orders approved to date. However, the historic bridge waterline redesign aspects being required by the Department of Public Works and the contaminated soils encountered in Hanapēpē Town and the Moi Road waterline redesign has led to substantial in delays and additional cost incurred by the contractor, and ultimately DOW as the owner of the project. For these reasons there was a need for additional funding and a time extension to complete construction as requested and approved by the board at the December 2019 board meeting for the items below. The texts in black reflects the language in the December 2019 Managers report that was approved by the Board. Updates since December 2019 are shown in red.

**December 2019 - Moi Road Waterline Redesign: 504,126.35** (This change order was never executed which is why the total contingency of \$738,293.08 remains. See below for update)

During probing of the existing waterline, it was discovered that the existing AC waterline was encased in a concrete jacket. After extensive probing by DOW OPS staff, it was discovered that the jacket was quite long in length and required a redesign. RFI 55 related to the design issue evolved to an extensive redesign. That redesign of the new waterline was eventually approved by DOW CM and the Department of Public Works after several iterations. The new profile and alignment became much more difficult to install than the original design. The existing 120" drain is filled with debris and the contractor is not willing to take responsibility of supporting a clogged pipe. Given DPW is apparently unable to clean their drain pipe, there is added cost in the proposal to clear the pipe prior to doing the waterline work beneath it along with the work required to install the new waterline under the 120" drain line. The contractor proposal for the additional scope of work and the RFI 55 related to the redesign is attached to this report. The DOW and the contractor went back and forth on the cost and eventually ended up at this point to move forward. For this reason, a change request in the amount of \$504,126.35 has been submitted by the contractor. The DOW will also grant 109 calendar days as part of the change order approval.

Per direction of board at December meeting, CM staff worked with Larry Dill and DPW in an attempt to have DPW clean the 120" drain. DPW made the attempt but informed DOW in early March that they would not be able to clean the drain to meet our schedule after making a valid attempt. For this reason, the DOW initiated a redesign to move the connection away from Moi road by approximately 60 linear

feet. Instead of paying \$504,126.35 and the likelihood of additional delay charges, the redesign resulted in a net credit of approximately \$15,894.75. After discussion with Larry Dill, we moved ahead with the redesign option. **The change order #23 has been executed to take the \$15, 894.75 credit back to DOW to allow contractor to proceed with remaining scope and avoid future delays.**

**December 2019 -Contaminated Area: \$1,707,017.93** (This work was executed via change order in December 2019 after board approval) CM got cost reduced to \$1,614,062.16 when final change order was executed. The difference of \$92,955.77 was added to the \$738,293.08 remaining contingency

During probing of the existing waterline, it was discovered that the soil within the new waterline trenches were contaminated with petroleum along portions of Hanapēpē Road. After research through the State Department of Health and consultation with an environmental contractor, the Hanapēpē Town portion of the project was delayed to address proper handling and disposal of the soil and ground water during installation of the new waterline. An environmental management plan was developed which included additional testing. Based on the test results, additional permitting was required for dealing with the contaminated soil and groundwater. After evaluating the various options, DOW staff and our consultant came to the decision to dispose of all soil and properly treat water for appropriate discharge as required. The requirements are extensive and costly; however, the DOW has no other option at this point in order to complete the project. The DOW contacted DOH to see if there were any funds available from possible gas stations that were in the area and were told there were none available. For this reason, we are going to incur all costs for the contaminated area trenching necessary to complete our new waterline installation. The contractors cost proposal and the consultant site characterization is attached to this report. The treatment of the potential ground water contamination is much higher than the soil removal. Based on meeting the requirements to deal with contaminated soil and ground water while installing the new waterline, a change request in the amount of \$1,707,017.93 has been submitted by the contractor. The DOW will also grant 45 calendar days as part of the change order approval.

**December 2019 -Proposed Contingency: \$300,000.00** (The bridge redesign resulted in a net increase of 174,683.79 which is within contingency forecasted. See below for update)

The Department of Public Works (DPW) made a request on December 6, 2019 that the DOW repair spalling on the existing historic Hanapēpē Bridge that was not required during the bridge redesign approved in November 2019. The DOW design and Construction teams are currently working with them to finalize a scope for the work requested. The spalling work requirement was unforeseen during RFI 98 redesign response and is now delaying the bridge work we were ready to complete after the redesign was approved in late November. Additional information provided by DPW on December 10, 2019 included possible lead paint abatement and other items that would increase cost and time delay to reopen the bridge beyond the anticipated February 2020 date. We are awaiting to see if DPW will share in the cost or require DOW to bare all costs related to our waterline work. Since it is critical path, the \$300,000 contingency funding is being requested now for additional contingency related to spalling repairs while the remaining funding will be used in an effort to complete the project timely should any other unforeseen costs arise requiring change orders. It is our hope that \$300,000 will cover completion but at this point we are not sure and are working with DPW on the spalling issues which will be a big expense of the proposed contingency.

The DOW design team work with the design consultant and the Department of Public works to redesign the bridge waterline crossing to be eliminated. This process required a redesign of the initial redesign completed in November 2019 and which was completed in March 2020. The March 2020 redesign eliminated much of the bridge scope of work and required contractor to connect the new waterline on each side of the bridge to the exiting 6" waterline on the bridge. This revised scope of work relates to the net

**cost of \$174,683.79 referenced above. The change order #24 in the amount of \$174,683.79 related to the bridge redesign has been executed with the available \$300,000 contingency previously approved to allow contractor to proceed with remaining scope and avoid future delays.**

### **March 2020 – Contractor claim for extended overhead due to project delay (263,460.00)**

On July 4, 2019 an RFI was submitted from the contractor, GBI, noting that *“it was observed that the existing bridge deck was not per Sheet C-14 profile call out. RFI 094 was submitted and approved to grind down “lumps” that affected where the pipe grate supports and bridge cross water line were to be installed. Upon further investigation, GBI found that the entire bridge deck is higher than pipe invert elevations called out on Plan Sheet C-16...Due to the existing conditions of the bridge deck, even if concrete grinding of the “lumps” was performed, GBI would still not be able to install the waterline, curb, and grate supports per plan due to the existing elevations of the bridge deck”*

Subsequently, on July 9, 2019 the Department of Public Works sent a request to the Department to meet *“to discuss the difference in height of the finished walkway and the roadway pavement. The height from the top of bridge deck to the top of the pedestrian walkway is about 19.5” (17” Pipe hub OD + 0.5” clearance top and bottom + 1.5” Grate thickness). The road pavement thickness above the top of concrete deck is about 6” (4” BC + 2” AC). The net drop from the top of the walkway to the top of pavement is about 13.5 inches which is a safety hazard. Until this is resolved, please suspend work on the Hanapepe Bridge.”*

On July 16, 2019 the DOW's design consultant, Akinaka, responded to the RFI by noting that *“we are going to be obtaining additional topo on the bridge in order to assess the existing conditions. It was determined that we should have our design team licensed surveyor do the topo for accuracy. We can provide an approximate schedule for the topo survey when we get that from our surveyor. Once we receive the topo we will be able to review and provide options to DOW for consideration.”*

On July 30, 2019 Akinaka provided the following information to DOW and DPW:

*“We received topo for the bridge condition and based on the information provided we are looking at a few options that could work.*

- 1. We can protect the new pipe (build the grating around the new pipe), leave out any sidewalk and put back the existing bollards that delineated a walkway prior to the start of construction. This option would take about 3-feet of the bridge deck and would leave approximately 15-feet for drive aisle/walkway.*
- 2. Keep the overall design of the pipe and sidewalk grating but the “curb” would vary in height and be at its highest at the drain openings at 11-inches (similar concept to a catch basin opening where the opening is the “highest drop”)*
- 3. Keep the overall design of pipe and sidewalk but build up the pavement (approximately 3 to 4 inches). We are not sure that the bridge can handle the extra weight of the additional pavement.*
- 4. Build up and protect the pipe, step down to create a sidewalk with standard 6-inch curb and then curb down to drive aisle (drive aisle would be minimized to 10-feet wide).*

*Please review and provide some thoughts on the most feasible route for consideration.”*

On August 23, 2019 DPW responded as follows:

*“Our preferred option is to place the walkway above the pipe as originally designed, while raising the roadway to reduce the curb height. However, it isn't acceptable to simply add dead load to the bridge by slapping on more pavement. We have done some initial consultation with our bridge inspection consultant, and we feel that the best solution is to replace the base course and asphalt on the structure*

*with a structural deck. Obviously, this will require a lot of coordination between DPW, DOW, our consultant, and your contractor and consultant. This will also take some time to figure out and implement. There are also historic resource approvals that may need to be readdressed. It's likely that there will need to be an interim solution to reopen the bridge. When Donald is back in the office next week, he will work to schedule meetings so we can discuss moving forward."*

DOW design and construction staff agreed that this proposal would cause a significant delay to the project and have a significant cost impact to the DOW. A meeting was scheduled for August 30, 2019 between DOW and DPW. At the meeting, it is decided that:

1. The original walkway design will be maintained.
2. DPW's consultant will provided a conceptual design of the proposed concrete deck by the end of next week. GBI will provide a cost estimate of this concept.

DOW's action items from the August 30, 2019 meeting with DPW were as follows:

1. DOW needs to discuss with our design consultant, Akinaka, the implications of the proposed new deck design with SHPD, Kaua'i Historic Preservation, Army Corp, etc.
2. DOW needs to consider cost and delay implications.
3. DOW needs to consider putting back the original road after the conceptual design next week (DPW to inform County Engineer so the Mayor's office is aware we won't make a decision to put back the road until mid-September).
4. DOW needs to decide on 12" WL with deck design vs. 6" or 8" WL without concrete deck and DOW Manager to possibly discuss cost share of conc. deck with County Engineer.

On September 5, 2019 the DOW Manager and Chief Engineer responded to DPW that the DOW will not be pursuing installing a 12" line across the bridge. We will install a smaller diameter pipe that will allow us to meet the maximum 8" distance from pavement to the top of the walkway grate per DPW's requirements.

On September 11, 2019 Akinaka responded to DOW that an 8" line should work and they sent revised plans to DOW for review. The DOW reviews and responds to Akinaka with comments by September 13, 2019. The proposed re-design with an 8" pipe is sent to DPW for review on September 17, 2019. DPW provides comments on September 23, 2019, most notably that *"it appears that the proposed inverts will only work if the lumps are removed. How will this be done? As mentioned before we were concerned with any work done to the existing concrete deck."*

On September 23, 2019 DOW design evaluates additional costs associated with DPW's request for installing the new bridge deck. It is decided that the DOW will not pursue any options that require a new bridge deck as the additional costs and project delays would be too significant to the DOW.

On September 27, 2019 the DOW Manager and Chief Engineer provides the following statement to the Mayor's office and residents of Hanapēpē (September 28, 2019) to address inquiries regarding the project and closure of the bridge:

*"Thank you for your patience with the closure of the historic Hanapēpē Bridge. We are currently working to provide an accurate schedule of when the bridge will reopen and will provide a press release as soon as possible. The reason for the delays can be attributed to the size of the pipe crossing the bridge and unexpected conditions on the bridge that have been encountered during construction."*



*The Department of Water originally designed a new 12" water main to replace the 6" water main crossing the bridge. Because the new 12" pipe could not be buried in the bridge deck, a flat grating was designed over the pipe to allow pedestrians to safely walk over the pipe. However, during construction, elevations on the bridge did not match the survey and design, and a safety concern was raised: the vertical distance from the curb to the finished grade above the water main exceeded the 8" maximum allowable height. Therefore, a redesign was needed and the Department of Water and Department of Public Works have been working together to determine the largest diameter pipe that will meet the safety criteria established for pedestrians.*

*At one point, both Departments considered a proposal to raise the entire roadway surface across the bridge to reduce the curb height and, in the process, strengthen the entire bridge deck with a reinforced concrete mat. However, the Department of Water chose not to proceed with this alternative because the potential delays and additional costs were too substantial. Both Departments are completing the review of a proposal for an 8" pipe across the bridge. If it is determined that the 8" pipe will not meet the safety criteria established, a new 6" pipe will be installed to replace the existing 6" pipe crossing the bridge. We anticipate a decision to be made within the next week and a press release will be issued at that time regarding the expected reopening of the bridge to vehicular traffic: pedestrian access will continue to be provided."*

On October 2, 2019 DOW Manager and design team meet with Hanapēpē Economic Alliance to provide project updates and address questions from the community. The DOW conveys that our design consultant is working to determine if an 8" pipe is viable to cross the bridge or, if not, a 6" pipe will remain in place.

On October 3, 2019 DPW's structural engineer provides review comments regarding what is allowable for chipping out the lumps on the deck for the proposed 8" waterline redesign. The DOW design team and DPW exchange comments regarding the specific conditions that would need to be met. The DOW design team submits a request to DPW on October 17 stating the DOW's understanding of the conditions that would need to be met with the proposed 8" waterline redesign. The DOW requests formal approval from the County Engineer prior to ordering materials for the proposed 8" water line. On October 22, 2019 DPW confirms the DOW's understanding. DOW requests Akinaka to proceed with redesign for 8" water line.

On November 1, 2019 the proposed redesign for the 8" water line is submitted to DPW for review and approval. DPW provides comments on November 13, 2019 with concerns regarding the proposed cross-slopes. Akinaka revises the plans and resubmits on November 26, 2019.

On December 9, 2019 DPW notifies DOW as follows:

*"Please be informed that any and all spalls that are to be covered by the new waterline work will need to be repaired prior to final cover. Areas that will be covered by the future walkway and any pavement work after the removal of the existing 6 inch waterline. Attached are the recommendations from our structural engineer on how the repairs are to be done."*

On December 10, 2019 Akinaka confirms with DOW that this is the first time DOW and Akinaka have been made aware of these spall repair requirements associated with the 8" water line redesign.

On December 10, 2019 DPW states *"Please note that our bridge structural engineer believes that the entire length of spalls need to be done now and that the repairs cannot be isolated only to areas covered by the walkway."*

On December 11, 2019 DOW design and construction team recognize that the 8" redesign must be reassessed in light of DPW's requirements. Preliminary cost estimates indicate that additional costs for the bridge spall repairs could exceed \$250,000 compared to simply reconnecting the existing 6" line on both ends of the bridge.

On December 13, 2019 DOW design team provides a recommendation to DOW staff requesting input from Water Resources and Planning, Operations, Fiscal, and Construction Management regarding the decision to proceed with a new 8" water line across the bridge or to reconnect to the existing 6" water line on the bridge.

Option 1: Not Recommended. Continue with 8" WL across Hanapēpē Bridge

Cons:

- DPW is requesting DOW make spall repairs for the entire length of the bridge. Cost estimates for makai side spall repairs is \$200,000. Per RM Towill, there is a very large contingency with this estimate and it could be as much as double that amount (\$400,000).
- In addition to the makai side spall repairs, DPW is requesting that the DOW would make spall repairs to the mauka side when the existing 6" WL is removed. This amount is entirely unknown. Based on available information, the same range of \$200,000 (minimum) to \$400,000 (maximum) can be applied. In total, the additional cost for the spall repairs is estimated as \$400,000 to \$800,000 in additional costs.
- Akinaka's structural engineer does not have spall repairs in scope. Unclear at this time how this issue would be addressed.
- A lead abatement study may be required. This would further delay the project and add cost.
- 8" pipe still does not provide full hydraulic capacity intended in initial project design.
- Project Timeline is unknown but significant delays are expected. The bridge may not be able to be reopened anywhere near February, 2020.
- SHPD did not approve this option, although it is not anticipated that this would cause issues with SHPD. DOW would need to request SHPD review for concurrence.

Pros:

- Additional hydraulic capacity compared to existing 6".
- New main to replace aging water main on bridge.
- Federal Highways has offered to assist with repaving (estimated at \$60,000) to reopen the historic Hanapēpē Bridge more quickly. This would be needed and used only if we were going to temporarily reopen the bridge during the delays to address the spall work and lead abatement study.

Option 2, **Recommended**: Connect new 12" line to existing 6" line at both ends of bridge and leave the existing 6" WL on bridge in place. Do not install new 8" WL across Hanapēpē Bridge.

Pros:

- Quicker: will be able to maintain current schedule and it's anticipated we could still reopen the bridge by February, 2020
- Minimal cost compared to Option 1 (savings of approx. \$400,000 to \$800,000)
- No lead abatement study
- No issues with SHPD
- No requirements for spall repairs
- Fire Flow can still be met in Port Allen through existing PRV, although this was not the original design intent to meet fire flow requirements.

Cons:

- Less hydraulic capacity compared to 8" crossing bridge (neither option meet project intent)
- Materials ordered for the 8" pipe have been ordered. The pipe can be given to Ops and so can the grating, but they may not be able to use it. Estimated wasted cost is \$25,000 to \$50,000 (subtract that from the \$400,000 to \$800,000 above).
- We would not use the Federal Highways offer for funds to repave part of the bridge (estimated at \$60,000 for paving) in this option because we have funds in our bid to reopen the road and that was not the intent of FHWA's offer to reopen bridge sooner.
- Full design is not yet completed. Some technical matters still must be resolved with Akinaka.
- Minor consideration: existing 6" main is very old. Will need to be replaced at some point. We would treat it the same as any other pipeline in our system for repairs, as needed.

On December 13, 2019 DOW design team provides Akinaka with decision that DOW is moving forward with reconnecting the existing 6" across the bridge. We will not install a new 8" main across the bridge. Akinaka proceeds to evaluate three options to reconnect the existing 6" waterline on the bridge to the new 12" line on both sides of the bridge.

On January 2, 2020 Akinaka provides a full set of redesign plans for DOW review. DOW Design and CM teams provide comments on January 7 and 8, 2020. Akinaka responds with revised plans on January 13, 2020. DOW CM and design teams provide comments on January 14 and 15, respectively.

On January 16, 2020 DOW design formally responds to DPW request for clarification as to why DOW is now reverting back to 6" waterline as follows:

"DOW has decided to move forward with reconnecting the existing 6" on the bridge to the new 12" on both ends of the bridge. We will not install a new 8" water main across the bridge. Based on input from Operations, Water Resources & Planning, Engineering, and Construction, the most significant factors for this are as follows:

- Quicker: will reopen bridge approximately 3 months earlier, or more
- No potential for additional delays associated with SHPD or lead abatement
- Significant cost savings (order of magnitude approx. \$500,000 or more)
- Fire Flow will still be met in Port Allen through the Pressure Reducing Valve on the 'Ele'ele side"

On January 21, 2020 DPW requests to meet with DOW with respect to future repair work that may require the existing 6" pipe to be temporarily removed. DOW design assists DPW by providing DPW's consultant with the Reconnaissance Level Survey and "nomination form" prepared for DLNR's State Historic Preservation Division.

On January 21, 2020 DOW design provide review comments to Akinaka. On January 22, 2020 DOW CM staff provide review comments to Akinaka. On January 30, 2020 it is discovered that Akinaka did not receive DOW CM's comments due to an issue with the DOW's email server. Akinaka receives the DOW's comments shortly thereafter and begins expedited work to address DOW comments.

On January 31, 2020 Akinaka provides a full set of redesign plans for DOW review. On February 3, 2020 DOW CM and DOW design provide comments for the proposed redesign to reconnect the existing 6" line on both sides of the bridge.

On February 4, 2020 Akinaka provides updated plans to the DOW for review. DOW CM staff provide review comments on February 5 and DOW design provide comments on February 6.

The week of February 10-14, 2020 DOW CM provides additional comments for Akinaka to address to ensure the design is constructible. The redesign is updated and sent back to DOW and DPW for approval on February 19, 2020.

On March 4, 2020, DPW (Michael Moule) informs DOW design team they have no further comments for redesign and Akinaka then sends redesign to agency for official signatures.

As noted above, the bridge redesign delayed construction phases of the Hanapēpē Town waterline installation. The contractor submitted a claim for extended overhead cost as a weekly rate of \$13,173.00 per the attachment provided. The Construction Management staff has evaluated the final proposal from the contractor dated March 17, 2020 and feel it is justified and fair to our ratepayers given the design delays. The weekly rate will be agreed upon but the contractor will not be allowed to request payment until they have completed the State highway portion of the project and attained final inspection of that phase since until that is completed, the Hanapēpē Town waterline does not because critical path.

As stated above, the project does not require additional funding. However, the Chief of CM would like to be transparent with the board about the possible delay claim payment related to the redesign delays encountered by the construction contractor and team. Although there is \$738,293.08 remaining in contingency, \$504,126.35 was meant for the difficult Moi road connection going under the 120" drain line. Now that we have redesigned the Moi road connection to be a net credit, the money available for the overall project contingency would be used to pay this delay claim and it is only right to inform the board before DOW CM staff takes any approval action. Further, it is possible that the contractor will ask for additional delay charges if the County Department of Public Works Solid Waste Division does not approve the contractor's solid waste disposal application that has been in limbo during county transition of operation and acting county engineer. If the application is not approved by April 6, 2020, the contractor has advised us that this is unforeseen and additional delay charges related to the already approved contaminated area change order would be requested and the remaining contingency will be used if warranted. Chief of CM has reached out to acting County Engineer to expedite and also other DOW staff as well as Board Chair to help get the application approval by the County Solid Waste Division. There may also be COVID19 related costs that are unknown and may have to be dealt with in the future with remaining contingency.

The project is funded in part by a state appropriation of \$4M. Based on the numerous delays related to redesigns and additional permitting for contaminated areas encountered, the project is now anticipated to be completed in September of 2020 which is over a year later than originally planned. With those delays and additional scope encountered, the original approved budget and contingency is adequate but the contractor has made a delay claim. Our As-Needed Construction Management consultant, RM Towill Corporation has reviewed the proposed change requests and deemed it fair and reasonable to the DOW. Thus, it is recommended the Board approve the delay claim action so the proposed construction change orders can be finalized and executed with the contractor and work can continue and be completed in 2020. Although we are requesting the approval of the contractor proposals, we are still going to see if we can reduce the change orders for these if allowable. The remaining funds will provide additional contingency for any other unforeseen items to continue construction expeditiously and be completed.



**4 SEVENTH AMENDMENT TO CONTRACT NO. 557, JOB NO. 11-07, WP2020 #KP-09, KŌLOA WELLS 16A & 16B SITE AND BUILDING IMPROVMENTS, MCC CHLORINATION FACILITIES WITH OKAHARA AND ASSOCIATES, INC. WITH A TIME EXTENSION OF 180 CALENDAR DAYS WITH NO ADDITIONAL FUNDING**

FUNDING:

Account No.	10-20-00-604-138			
Acct Description	WU/Eng/AdminCapital Outlay – Rehabilitation and Replacement			
Funds Available	<i>Verified by WWC</i>		\$	n/a
Contract No.	557			
Vendor	Okahara and Associates, Inc.			
	Contract Amount	\$	181,447.00	
	Contingency	\$	18,145.00	
	First Amendment	\$	0.00	
	Second Amendment	\$	0.00	
	Third Amendment	\$	0.00	
	Fourth Amendment	\$	0.00	
	Fifth Amendment	\$	0.00	
	Sixth Amendment	\$	0.00	
	Total Funds Certified To Date	\$	199,592.00	
Seventh Amendment:				
	Contract Time Extension for 180 calendar days	\$	0.00	
	Total Amendment	\$	0.00	
	Contract Amount To Date	\$	181,447.00	
	Fund Balance		\$	n/a

BACKGROUND:

Contract NTP Date: 09/18/12, duration 270 calendar days

Original Contract End Date: 06/15/13

First Amendment: Executed 04/24/14, extending contract to 05/30/14

Second Amendment: Executed 04/28/17, NTP issued 05/09/17, extending contract 180 calendar days

Third Amendment: Executed 11/30/17, NTP issued 12/04/17, extending contract 180 calendar days

Fourth Amendment: Executed 09/12/18, extending contract 180 calendar days

Fifth Amendment: Executed 04/09/19, extending contract 180 calendar days

Sixth Amendment: NTP issued 10/06/19, extending contract 180 calendar day to 04/02/20

Seventh Amendment: Extend contract an additional 180 calendar days

New Contract End Date: Estimate 09/28/20 from expected NTP date of 04/02/20

Additional contract time is required for the consultant to address a drainage problem discovered during construction. An additional 180 days to the contract is being requested at this time. The Department is working with the land owner to resolve the problem.

In the event that a resolution with the land owner cannot be obtained in a timely manner, another contract amendment for time extension may be required.

**5 FOURTH AMENDMENT TO CONTRACT NO. 665, JOB NO. 18-03, WP2020 #PLH-27, KUHIO HIGHWAY (HARDY-OXFORD) 16" MAIN REPLACEMENT IN THE AMOUNT OF \$9,686.00**

**FUNDING:**

Account No.	10-20-00-604-148			
Acct Description	WU/Eng/AdminCapital Outlay – Rehabilitation and Replacement			
Funds Available	Verified by WWC		\$	N/A
Contract No.	665			
Vendor	Belt Collins Hawaii			
	Contract Amount	\$	270,608.00	
	5% Contingency	\$	13,530.00	\$ 13,530.00
	Total Funds Certified To Date	\$	284,138.00	
<b>First Amendment:</b>				
	Phase 1 ESA	\$	9,686.00	\$ <9,686.00>
	Total Amendment	\$	9,686.00	
	Contract Amount To Date	\$	280,294.00	
	Contingency Balance			\$ 3,844.00

**BACKGROUND:**

Contract NTP Date: July 11, 2018

Original Contract End Date: July 31, 2020

New Contract End Date if Contract Time Extension: Additional 60 days + DOW review time

The DOW started the design of Job No. 18-03, WP2020 #PLH-27, Kūhi‘ō Highway (Hardy-Oxford) 16” Main Replacement in July 2018. The scope of the project is comprised primarily of designing and preparing final construction plans for the new Kūhi‘ō Highway (Hardy-Oxford) 16” Main Replacement in the Līhu‘e Water System. The design primarily includes, but is not limited to the following:

- Replacing the existing mainline (16”AC) piping along Kūhi‘ō Highway, from its intersection with Hardy Street to its intersection with Poinciana Street, including all necessary appurtenances.
- Replacing the existing mainline (16”AC) piping along Poinciana Street, from its intersection with Kūhi‘ō Highway to its intersection with Jerves Street, including all necessary appurtenances.

- Abandoning the existing 6"CI and 2"PVC water lines located along Kūhi'ō Highway, from its intersection with Hardy Street to its intersection with Ahukini Road, and transferring all existing lateral lines to the mainline.

During the design of the project it has become apparent that a Phase 1 Environmental Site Assessment (ESA) is necessary and should be added to the scope of work. The primary reasoning for this is based on the high likelihood of encountering hazardous materials along the Kūhi'ō highway corridor since there are three gas stations in the vicinity and other potential underground storage related contamination from older businesses. The Phase 1 ESA will help to identify the potential for contamination and minimize the chances of encountering unforeseen conditions during construction. Therefore, this First Amendment is necessary to modify the scope of work, fee, and contract time to include a Phase 1 ESA).

**6 CONTRACT NO. 694 #GS-2020-4 FURNISHING AND DELIVERY OF ONE (1) 4-WHEEL DRIVE 18,000 LB GVWR CAB, UTILITY BODY AND ACCESSORIES AWARDED TO GILL ISLAND MOTORS, INC. IN THE AMOUNT OF \$84,012.12**

**FUNDING:**

Account No.	10-40-00-605-999			
Acct Description	WU/Ops/Capital Outlay-Expansion/Misc. Capital Purchases			
Funds Available	<i>Verified by WWC</i>		\$	110,000.00
Contract No.				
Vendor	Gill Island Motors			
	Contract Amount	\$	84,012.12	
	5% Contingency	\$	n/a	
	Total Funds Certified	\$	84,012.12	
Fund Balance			\$	25,987.88

**BACKGROUND:**

With the Operations Division vision for the future and addition of a second Maintenance Worker crew, there is a need for a new vehicle for this position. The new Maintenance Worker crew will be responsible for facilities maintenance and remote site maintenance. The ability of this crew to perform the required duties will necessitate a truck similar to that which the existing Maintenance Crew uses. The current F-450 pickup truck with utility body has served the Department well and holds all tools necessary for remote site maintenance. The 4 wheel drive is necessary to access some of the more remote sites. The purchase of this vehicle and filling of the position will allow the Division to shift into proactive maintenance instead of reactive maintenance, with respect to remote site upkeep and building maintenance.

**7 CONTRACT NO. 696 #GS-2020-4 ITEM NO. 2 FURNISHING AND DELIVERY OF one (1) 37,600 lb GVWR CAB AND CHASSIS WITH (8) CUBIC**

**YARD DUMP BOX AWARDED TO HT&T TRUCK CENTER IN THE AMOUNT OF 155,444.96**

**FUNDING:**

Account No.	10-40-00-605-999			
Acct Description	WU/Ops/Capital Outlay- Expansion/Misc.Capital Purchases			
Funds Available	<i>Verified by WWC</i>		\$	250,000.00
Contract No.				
Vendor	HT&T Truck Center			
	Contract Amount	\$		\$155,444.96
	5% Contingency	\$		N/A
	Total Funds Certified	\$		155,444.96
		\$		<155,444.96>
Fund Balance			\$	94,555.04

**BACKGROUND:**

The Department recently added a new Equipment Operator II position to the Plant Section of the Operations Division in 2018. The position did not have equipment assigned to it at the time of creation and filling. The equipment for the existing Equipment Operator II in the Field Section was ideal for the Plant Section Equipment Operator II and was transferred with the employee when the position was filled. This transfer resulted in the Field Section being short equipment for the Equipment Operator II. The new equipment would be used by the Equipment Operator II in the Field Section to travel to and from job sites installing waterlines, repairing waterline leaks, repairing Department access roads, and cleaning tank sites and pump sites in support of the Field and Maintenance Crews.

We have found that the existing Field Section Equipment Operator II equipment is ideal for the type of work required and are therefore requesting the new equipment be a 37,600 GVW Single Axel w/ 8 yard Dump with trailer.

**8 CONTRACT NO. 696 #GS-2020-4 ITEM NO. 3 FURNISHING AND DELIVERY OF THREE (3) 16K TILT DECK EQUIPMENT TRAILERS AWARDED TO HT&T TRUCK CENTER IN THE AMOUNT OF \$59,057.58**

**FUNDING:**

Account No.	10-40-00-605-999			
Acct Description	WU/Ops/Capital Outlay- Expansion/Misc. Capital Purchases			
Funds Available	<i>Verified by WWC</i>		\$	94,555.04
Contract No.				

MANAGER'S UPDATE

Re: Manager's Update for January 2020 to February 2020

April 17, 2020

Page 16 of 19

Vendor	HT&T Truck Center			
	Contract Amount	\$	\$59,057.58	
	5% Contingency	\$	N/A	
	Total Funds Certified	\$	\$59,057.58	\$ <59,057.58>
Fund Balance				\$ 35,497.46

BACKGROUND:

The existing equipment trailers for two of our mini-excavators are 18 years old and have incurred much heavy duty use over the years and are showing advanced signs of wear. The trailers are needing more repairs and the axels are failing. The replacement trailers are overdue in order to avoid high cost repairs in the near future. The new trailers will allow the Field Section to continue response to leaks and scheduled jobs requiring the mini-excavators.

The third equipment trailer is for the fourth Equipment Operator II position so that we have 4 fully functioning dump truck, trailer and excavator combos for field repair purposes.

**WAIVER, RELEASE & INDEMNITY APPLICATIONS:**

None

**STAFF REPORTS - FY 19-20:**

**PERSONNEL MATTERS**

*April 6, 2020*

Administration

1. Manager & Chief Engineer. Position currently in recruitment.

I.T. Division

1. Information Technology Specialist III #2475. Resignation effective 3/31/2020.
2. Information Technology Specialist III #2615. Working with DHR on eligible list.
3. Waterworks Information Technology Manager #2485. Received eligible list.

Fiscal Division

1. Accountant II #2498. Received eligible list.
2. Assistant Waterworks Controller #2619. Position vacant.
3. Customer Service Representative I #2605. Pending eligible list.

Construction Management Division

1. Civil Engineer V #2355. Working with DHR on eligible list.

Engineering Division

1. Civil Engineer II #2458. Position vacant.
2. Civil Engineer V #2468. Position vacant.

Water Resources & Planning Division

1. Civil Engineer I #2494. Working with DHR on eligible list.

Operations Division

1. Assistant Water Plant Operator #2312. Update to PD format submitted to DHR.
2. Construction & Maintenance Worker I #2401. Pending eligible list.
3. Equipment Operator II #2439. Start date 4/1/2020.
4. Lead Water Meter Mechanic #2616. Pending eligible list.
5. Plant Electrician #2457. Pending eligible list.
6. Senior Account Clerk #2602. Pending eligible list.
7. Utility Worker #2438. Position vacant.
8. Water Plant Operator I #2461. Position vacant.
9. Water Service Investigator III #2617. Working with DHR on eligible list.

HIRE/SEPARATION/POSITION CHANGE

1. Information Technology Specialist III #2475. Resignation effective 3/31/2020.
2. Equipment Operator II #2439. Promotion effective 4/1/2020.

*Pursuant to Board Policy No. 24*

**CONVEYANCE OF WATER FACILITIES**

*None*

**CUSTOMER CARE AND BILLING (CC&B) SYSTEM UPDATE:**

*None*

**I.T. STRATEGIC PLAN UPDATE:**

*These updates will be placed in the Quarterly reports per Board action during the July 26, 2019 Regular Board meeting. The current update is in the October 25, 2019 Regular Board meeting.*

**I.T. INITIATIVES UPDATE:**

*April 6., 2020*

I.T. Update

April 2020 Board Meeting Update

Help Desk:

March No. of Received Tickets:	129
March No. of Resolved Tickets:	99
Avg Response Time (hrs):	55:45
Avg Resolution Time (hrs):	49:39
Current Open tickets:	27

March Closed Tickets (99):

by Computer Tech:	42
by IT Specialist:	41
by Consultant:	16

DOW I.T. continues to be short-staffed.

I.T. received approval for Microsoft Windows 10 Upgrade and continues to work on the upgrading of staff computers. Windows 7 Operating System is no longer being supported by Microsoft.

I.T. Consultant has worked on getting staff to work remotely in response to the ongoing COVID-19 pandemic.

## **QUARTERLY UPDATES – 1<sup>st</sup> Quarter (January – March 2020)**

### **WATER QUALITY QUARTERLY REPORT:**

1. Engineering continues to work with the Lab and contractors to install sample stations in new subdivisions. The new subdivision behind the Poipu Shopping Center will also have a sampling station. They will be added to the updated sampling plan required by new Total Coliform Rule. One has been installed in the current Hanamaulu project. One more slated for the expansion of the Ulu Ko subdivision. The Lab will incorporate the Hanamaulu Station and Poipu Subdivision station into the Routine Sampling Plan in 2019. Sampling Points are being looked at to update the site list before end of year when the Compliance Monitoring Data Portal (CMDP) is implemented.
2. Trained for CMDP at SDWB and did some practice runs. Seem like there will be a break in period. Did a few dry runs with SDWB and had a conference call to go over issues that cropped up. The first official attempt to enter data to CMDP failed. However, after some revisions to the program, we are able to submit data. I have to submit the last two months.
3. Continued microbiological sampling of sources to see if any will present problems with fecal indicators. This is part of the Triggered Monitoring part of the Ground Water Rule.
4. Phase 2-5 sampling for 2017-2019 period completed. Sampling for the 2020-2021 period will begin later this year.
5. Baseline Chemistry for sources ongoing. Emphasis is on pH at problem sources, Puhi #3 and Wainiha #2. The existing soda ash equipment at Waihiha #2 initially boosted the pH to 7.0. But pH has since dropped to 6.7-6.8. DOH has put the system on an advanced monitoring schedule for Lead and Copper (20 samples 2x/year). This is problematic as it is difficult to get volunteers out there because mostly, it is vacation rentals. However, both rounds were accomplished with results below the Action Level so Sys.415 only has to sample once in 2019 which was completed this Qtr. Sampling will also occur in 2020. pH remains in the 6.8 -6.9 range. Alkalinity is also being recorded. Results will be sent to SDWB for review.
6. Contract for analytical services with Eurofins has been extended to FY 2020-2021. Contract executed. RTM has been submitted for FY2020 budget.
7. Updated sample site plan and sites on Xcel spreadsheet. Continuing.
8. Lab inspection for microbial analysis certification in April 2018 - passed. Next inspection is in 2020 but not sure due to COVID19.
9. Microbiological analysis ongoing with no coliform hits.
10. Maintenance and filter replacement completed for RO system. Although we may have to do water suitability testing anyway. Connected autoclave to RO system to use more water. It seems to be working as we are getting conductivity readings below 1.0 uU/cm. Still good.
11. UCMR 4 – Updating SDWARS inventory and scheduling. Sys. 400 AM1, AM2 and AM3 UCMR4 is completed for 2019. Next round will be in May 2020.
12. PCBs found in Paua Valley tank. Tank has been isolated. Lab is working with SDWB and Engineering to get tank back on line. Ongoing.
  - a. On Kauai entry points to distribution (EPD) are usually after the well head and before the storage tanks. The reason for this is because well water can go into the distribution system before going to a storage tank. This is common to most of DOW sources.
  - b. Therefore, chemical (and to a limited extent, microbiological) samples are taken at the EPDs before going to the storage tanks. DOH does not require sampling from the tanks



unless it represents an EPD. There are two tanks that qualify, the Kalaheo Deep Well Tank and the Anahola Tanks.

- c. Because of the recent findings, we are requesting sampling taps on the storage tanks (many do not have them). OPS has installed taps on most of the tanks in question. They have been sampled for PCB.

- 13. Scheduling samples for State Labs for 2020 has started. However, DOH Lab is shut down for COVID19 so we had to reschedule the last month's samples and also all of April's samples.
- 14. Microbiological QA/QC items for certification completed for 1st Qtr. 2020.
- 15. Monitoring of chlorides in Sys. 406 ongoing. Waipa Well back in service.
- 16. Altered work schedules for Andy and Peggy to keep in line with isolation protocols set forth by Federal, State and County agencies.
- 17. Option for Carl to work from home with DOW laptop. Have to work with IT to get laptop to work on home internet.

*Pursuant to Board Policy No. 25*

**COUNTY ATTORNEY QUARTERLY REPORT:**

CLAIMS SETTLED: NONE

**DEPARTMENT OF WATER'S CAPITAL IMPROVEMENT PROJECTS  
REQUESTS FOR STATE AID FOR FY 2020-2021 UPDATE**

*None*

**MOU WITH STEVEN KYONO UPDATE** – *To be "Received for the Record"*

Attachment: 2010 BAB Spend Down Report as of March 2020 – To be "Received for the Record"

Mgrrp/Manager's Update (April 17, 2020):mja



# Quarterly Reports

# Quarterly Status of DOW Projects

Period of January 1, 2020– March 31,2020

CONSTRUCTION MANAGEMENT DIVISION

Submitted by Dustin Moises, P.E.

Department of Water

April 17, 2020

# EXECUTIVE SUMMARY

The significant changes for Water Plan 2020 Projects within the CM Division during this quarter are:

## Current WP 2020 CM Design Reviews:

### Current WP 2020 Construction:

1. Job No. HE-01– Kaumuali'i Highway 16" Main and Emergency Booster Pump Connection – In construction. Issued stop work order on March 25, 2020 to all site work due to COVID19 Mayor Directive #5.
2. Job No. HE-10 – Hanapepe Road 6" Main Replacement – In construction. Issued stop work order on March 25, 2020 to all site work due to COVID19 Mayor Directive #5.
3. Job No. WK-08, WK-39 – Kapaa Well 4 Drainage line & Kapaa Well 4 Drill & Test– In construction. Will be on hold once well casing completed. Issued stop work order on March 25, 2020 to all site work due to COVID19 Mayor Directive #5.
4. Job No. PLH-35B – Kapaia Haul Cane Road 18" Transmission Line –Issued extension of stop work order until June 30, 2020.
5. Rehabilitate Paua Valley Tank #1, 0.5MG. – Issued NTP, January 2020. Contractor submitting preconstruction documents. Issued stop work order on March 25, 2020 to all site work due to COVID19 Mayor Directive #5.

### Upcoming WP 2020 Construction Projects: CM RFP/IFB Reviews:

1. Kukuiolono 0.2 MG Tank Demolition – Advertised. Bid opening January 9, 2020 with no bidders. DOW design team revised IFB bid documents based on procurement responses. Awaiting DOW admin to provide revised finalized bid documents for reprocurement.
2. Kīlauea Well 1 & 2 Site Improvements – Advertised and bids due April 2, 2020.

### Private Construction Projects:

1. Certificate of completion – 2 projects.

COVID19 – All CM staff remain busy as step 1 or step 2 employees working remotely on DOW needs, CM items and/or supporting essential projects such as affordable housing which remain in construction.

- Current WP 2020  
Construction Projects

# Construction Projects – Water Plan 2020

WP 2020 NUMBER	JOB NO	PROJECT TITLE	% COMPLETE DEC2019	% COMPLETE MAR 2020	ORIGINAL ESTIMATE TO COMPLETE	CURRENT ESTIMATE TO COMPLETE	CURRENT CONTRACT AMOUNT	
HE-01	15-07	Kaunualii Highway 16" Main and Emergency Booster Pump Connection	69	60 (10)	Q3 2019	Q4 2020 (9 & 11)	\$10,586,294.51	
HE-10	15-07	Hanapepe Road 6" Main Replacement						Combined with HE-01
WK-39& WK-08	02-14	Kapaa Well 4 Drainage line & Kapaa Well 4 Drill & Test	84	84	Q3 2019	Q1 2021 (9 & 11)	\$2,372,846.35	
KW-07	17-10	Paua Valley Tank Repairs	0	0	Q2 2021	Q2 2021 (11)	\$2,264,750.00	
PLH-35B	16-02	Kapaia Haul Cane Road 18" Transmission Line	7	7	Q3 2019	Q4 2021 (8)	\$4,127,545	
						<b>TOTAL =</b>	<b>\$19,351,435.86</b>	

- (1) Change order issued which extended project schedule.
- (2) Awaiting close out documents
- (3) Awaiting contract dispute resolution
- (4) Awaiting DPW road permit signoff
- (5) Contract closed out
- (6) Liquidated Damages being enforced
- (7) Awaiting Building Permit signoff
- (8) Project issued stop work order and is on hold due to litigation
- (9) Redesign required additional time
- (10) Progress made but new change order amounts were substantial and reduced work completed to contract amount ratio.
- (11) Project issued stop work order due to COVID-19

# Water Plan 2020 Construction Projects

Previous 4 quarters				
QUARTER	APR - JUN 2019	JUL – SEP 2019	OCT - DEC 2019	JAN – MAR 2020
CONSTRUCTION CONTRACTS AWARDED	0	0	0	1
CONSTRUCTION CONTRACTS COMPLETED	0	0	2	0
OPEN CONSTRUCTION CONTRACTS (#)	5	5	3	4
OPEN CONSTRUCTION CONTRACTS (\$)	\$19,920,998.68	\$19,987,906.28	\$21,703,086.51	\$19,351,435.86

- Upcoming WP 2020  
Construction Projects

# Water Plan 2020 CM Design/RFP Review Status

OCTOBER 2019- DECEMBER 2019

WP 2020 No.	PROJECT TITLE	DESIGN STATUS	IFB/RFP STATUS
WKK-15	CONSTRUCT KILAUEA 466 TANK, 1.0 MG	REVIEWED FINAL DESIGN REVIEW SET	AWAITING FINAL SET FOR IFB REVIEW
HW-11	CONSTRUCT 0.2 MG HAENA TANK, 144' SYSTEM	REVIEWED PREFINAL DESIGN SET	WILL REVIEW IFB WITH FINAL DESIGN REVIEW
PLH-01A	GROVE FARM TANKS REPLACEMENT	RECEIVED SIGNED SET	RFP CANCELLED – PROJECT SHELVED MARCH 2017
WK-08	KAPAHI HOMESTEADS 2-0.5 MG STORAGE TANKS	REVIEWED FINAL DESIGN REVIEW SET	REVIEWED FINAL SET. AWAITING BID DOCS
WKK-03	MCC, CHLORINATION FACILITIES FOR KILAUEA WELLS 1 & 2	REVIEWED PREFINAL DESIGN SET	ADVERTISED FOR CONSTRUCTION
K-01, K-12	KALAHEO CLEARWELL TANK, YAMADA TANK AND PIPELINE (PACKAGES A, B AND C)	REVIEWED FINAL DESIGN SET	AWAITING FINAL SET FOR IFB REVIEW
ANI-01A	ANINI PIPELINE PHASE 2	RECEIVED SIGNED SET	RFP CANCELLED – PROJECT SHELVED APRIL 2017
K-05A	KUKUIOLONO 0.5 MG TANK (886')	REVIEWED PREFINAL DESIGN SET	WILL REVIEW WITH FINAL PLAN REVIEW
	KUKUIOLONO 0.2 MG TANK DEMOLITION	REVIEWED FINAL DESIGN SET	READVERTISING FOR CONSTRUCTION
	ISLANDWIDE REHAB OF KAUAI INN AND PAANAU TANK 1	REVIEWED PRELIMINARY DESIGN SET	AWAITING IFB SET WITH PREFINAL DESIGN SET
	KUHIO HIGHWAY (HARDY-OXFORD) 16" MAIN REPLACEMENT	REVIEWED PRELIMINARY DESIGN SET	AWAITING IFB SET WITH PREFINAL DESIGN SET

Note: DOW CM Division reviews all WP 2020 or DOW funded plans prior to design completion. Green indicates plans under review during this quarter. **PAGE 264**



# Future Water Plan 2020 Construction Projects

FY 19-20						
WP 2020 No.	PROJECT TITLE	STATUS	% EXP	% R&R	ANTICIPATE NTP	EST. COST
	KUKUIOLONO 0.2 MG TANK DEMO	IN DESIGN	0	100	AUGUST 2020	\$0.75 M
WKK-03	MCC, CHLORINATION FACILITIES FOR KILAUEA WELLS 1 & 2	IN DESIGN	0	100	JULY 2020	\$3.755
K-01, K-12	KALAHEO PACKAGES A, B, C	IN DESIGN	VARIES		JUNE 2021	\$19.0M
WKK-15	KILAUEA 1.0 MG TANK	IN DESIGN	100	0	OCT 2021	\$5M
WK-08	KAPAHI 2-0.5MG TANKS	IN DESIGN	100	0	MAR 2022	\$11.5M
* Optimistic estimate at this time – DOW CM will procure no more than 3-4 projects per year or have more than 4 active projects due to staffing capabilities.					TOTAL =	\$40.005M

- Private Construction Projects



# Construction Projects – Private

TMK #	OWNER	DESCRIPTION	STATUS	CERT. OF COMPLETION
1-6-08:006	Ahe Group/Kaua'i Habitat	Waimea Huakai and Habitat Affordable Housing [S-2019-10]	In Construction	
1-6-08:006	Ahe Group/Kaua'i Habitat	Waimea Huakai Affordable Housing OFFSITE [S-2019-10]	In Construction	
NONE	State DOT	Hanapēpē River Bridge (Federal Highways)- Permanent	Awaiting Precon	
2-1-01:052 (por)	COK - Dept. of Public Works	Mahea Road Sidewalk	Awaiting Closeout Docs	
2-1-01:052 (por)	Kauai Habitat for Humanity	Sidewalk Improvement Plans Eleele Iluna Phase 2 Subdivision Increment 1	Awaiting Closeout Docs	
	State of Hawaii - DOT - Harbors Division	Installation of Lift Station and Force Main	Awaiting Closeout Docs	
(4)2-1-003:017; (4)2-3-012:030; (4)2-6-004:057; (4)2-6-004:058	Department of Human Services Hawaii Public Housing Authority State of Hawaii	AMP 38 Infrastructure, Site & Water Improvements, & Installation of 8" RPDA at Hale Hoonanea (HA 1055), Kalaheo Homes (HA 1022), Kawailehua Federal (HA 1086) & Kawailehua State (HA 2204) Eleele, Kalaheo & Koloa Kauai Hawaii [HPHA]	Awaiting Precon	
2-3-02:108; 2-3-02:111	Kealakaa Partners LLC	Construction Plans for Makaio Estates & Lalena Gardens	In Construction	
2-3-12:003	HoiHui LLC	Construction Plans for Lot 114-A-1 [Kalaheo Hmstd]	In Construction	
2-5-01:Por 2	Kauai Bible Church	Kauai Bible Church Highway Access	Awaiting Closeout Docs	
NONE	Kukuiula Development Company, LLC	Kōloa 69kV Transmission Line Relocation	Awaiting Closeout Docs	
2-6-03:031; 2-6-03:068	Kukuiula Development Company, LLC	Electrial Plans for Kukui'ula Antenna Site	Awaiting Closeout Docs	

# Construction Projects – Private

TMK #	OWNER	DESCRIPTION	STATUS	CERT. OF COMPLETION
2-6-14:042	Kukuiula Development Company, LLC	Construction Plans for Lopaka Paipa Blvd.	In Construction	
2-6-15:014 (por)	Kukuiula Development Company, LLC	S-2016-02 - Kahela Subdivision [Parcel H]	Awaiting Precon	
2-6-19:017; 2-6-19:018; 2-6-19:019; 2-6-19:026; 2-6-19:029; 2-6-19:031	Kukuiula Development Company, LLC	S-2019-09 - Parcel FF	Awaiting Precon	
2-6-20:022	Kukuiula Development Company, LLC	Kainani Villas	Awaiting Closeout Docs	
2-6-21:005	Kukuiula Development Company, LLC	S-2019-13 - Kainani Villas Phase 2	Awaiting Precon	
2-8-22:033-4	Blake and Kathy Hillis Trust	Proposed Structural Utilities Jacket Crossing Easement W-9	Awaiting Closeout Docs	
(4)2-8-16:004	Vistana Sheraton Kauai	Vistana Sheraton Kauai Conversion Site Improvement Plan	In Construction	
	County of Kaua'i	Koae Workforce Housing Development [ELECTRICAL]	Awaiting Closeout Docs	
2-8-06:001	Kōloa Rum Company	Improvements on Maluhia Road	In Construction	
2-8-08:001	Kōloa Village LLC	Construction Plan for Commercial Site	Awaiting Closeout Docs	
2-8-31:184	John H. Murray	Installation of 2nd Single Service Lateral & Backflow Preventor for Lot 184	Awaiting Precon	

# Construction Projects – Private

TMK #	OWNER	DESCRIPTION	STATUS	CERT. OF COMPLETION
3-3-02:001	Grove Farm	Construction Plans for Sewer Lateral for Lot 1528 (Puhi Road & Kaneka Street Intersection)	Awaiting Closeout Docs	
3-3-11:002; 3-3-11:005; 3-3-18:005	Grove Farm	Construction Plans for 8" Sewer Line	Awaiting Closeout Docs	
3-3-13:017	Extra Space Management	Installation of 6-Inch RPDA for Lot 1105 [Puhi Industrial]	Awaiting Precon	
3-3-13:23	Hawthorne Pacific Corporation	Construction Plans for Hawthorne Pacific Corporation Facility	Awaiting Precon	
3-3-13:025	Carswell/Spalding Partner	2nd Water Service Installation Plan for Lot 1113	Awaiting Precon	
	State-DOT	Nawiliwili Road Improvements Phase I (Kaumualii HWY to Kanani St.)		
3-6-17:057	Steve Trinh	Water Service Connection Single Service Lateral for Unit 2	Awaiting Precon	
3-8-05:028; 3-8-05:029	County of Kauai	Pua Loke Affordable Housing	Awaiting Precon	
NONE	COK-DPW	Līhu'e Town core Mobility and Revitalization Project (Kūhi'ō Hwy to Rice St.) [TGR-0700(073)]	In Construction	
	County of Kauai	Kamalu Bridge Erosion Protection Repairs	Awaiting Closeout Docs	
	County of Kauai	Kamalu Road Culvert Emergency Repair	Awaiting Closeout Docs	
	County of Kaua'i	Puuopae Bridge Replacement	In Construction	<b>PAGE 270</b>

# Construction Projects – Private

TMK #	OWNER	DESCRIPTION	STATUS	CERT. OF COMPLETION
4-2-06:	COK-DPW	Opaekaa Bridge Repair/Rehabilitation [Federal Aid Project No. BR-0700(60)]	In Construction	
4-3-02:015; 4-3-02:016; 4-3-02:020	SPD II Makawa Resort Developmet LLC	Water System Improvements @ Coconut Beach Resort	Awaiting Closeout Docs	
4-3-03:005	AOUA Kulana	Kulana Subdivision OFFSITE Water System & 0.25 MG Tank	In Construction	
4-3-01:001	AOUA Kulana	Kulana Subdivision ONSITE Phase 1	Awaiting Closeout Docs	
4-3-03:005	Steven W. Long & Associates	Relocation of Hauiki Road	In Construction	
4-3-11:001	AOUA Kulana	Kulana Subdivision Roadways & Onsite Water System Phase II	In Construction	
4-5-10:001	Aloiau Inc.	Water Meter Relocation Plan for Dragon Treasures LLC Lot 8	Awaiting Precon	
4-5-12:024	South Pacific Bistro Inc.	1-Inch Water Meter Plan for Lot 1	Awaiting Precon	
4-6-04:	County of Kauai	Kapahi Bridge Replacement	Awaiting Closeout Docs	
4-6-06:093	Anuenue Gardens LLC	Cut & Plug Water Lateral for Lot 5	Awaiting Closeout Docs	
4-6-07:010; 4-6-07:040	Hauiki Hui LLC	Construction Plans for Lot 83 - WATERS	In Construction	
5-1-04:007; 5-1-04:008	Jeffrey Lindner	Water Meter and Fire Protection Service Connections for Bertleman's Subdivision	Awaiting Closeout Docs	

# Construction Projects – Private

TMK #	OWNER	DESCRIPTION	STATUS	CERT. OF COMPLETION
5-2-04:099	County of Kauai	Agricultural Water System Crossing at Kilauea Road for Aina Hookupu O Kilauea	Awaiting Closeout Docs	
5-2-12:035/915	Charles Somers	Water Service Installation Plan for Lot 8-W-9-A (Parcel 35)	Awaiting Closeout Docs	
NONE	County of Kaua'i	Kahilihoho Road Emergency Repairs	Awaiting Closeout Docs	
(4) 5-1-05:105	Bruce Martin 2007Trust	Water Service Connection Single Service Lateral for Pu'u Pane Subdivision Phase 1 [MARTIN]	Awaiting Closeout Docs	
5-5-06:016	Hanalei Ozone LLC	WS Installation Plan for Parcel 16	Awaiting Precon	
5-5-10:073; 5-5-10:074	Jay & Nicole Welsh	Water Service Installatin Plan for Parcel 73; Lot 28-A	Awaiting Closeout Docs	
5-6-04:023/853	Waipa Foundation Community Cultural Center	Waipa Foundation Community Cultural Center	Awaiting Closeout Docs	
NONE	County of Kaua'i	Weke Road Emergency Repairs	Awaiting Closeout Docs	
5-8-08:009	Lon Malapit	Water Meter Plan for Lot 62	Awaiting Precon	
5-8-08:014	Kent & Sharon Lucien	Water Improvement Plan for Lot 55	Awaiting Closeout Docs	
5-9-03:001; 5-9-03:029	Katherine Richardson/Jonathan Wichman	Water Service Installation Plan for Lot 148 and Lot 149	Awaiting Closeout Docs	
NONE	SOH - DOT - Highways	WAIKOKO Temp Line	Awaiting Closeout Docs	



# Construction Projects – Private

TMK #	OWNER	DESCRIPTION	STATUS	CERT. OF COMPLETION
NONE	SOH - DOT - Highways	WAIPA Temp Line	Awaiting Closeout Docs	
NONE	SOH - DOT - Highways	WAIOLI Water Line Brackets	Awaiting Closeout Docs	
NONE	SOH - DOT - Highways	WAIPA Permanent Line	Awaiting Closeout Docs	
NONE	SOH - DOT - Highways	WAIKOKO Permanent Line	Awaiting Closeout Docs	

# DOW CM Staffing Update

POSITION #	POSITION TITLE	NAME	STATUS
2470	Chief of Construction Management	Dustin Moises	
2355	Civil Engineer V	Vacant	Lone applicant accepted other job before interview. Continuing recruitment
2484	Civil Engineer III	Claus Bollman	
2351	Civil Engineer I	Takara Kunioka	
2353	Waterworks Inspector III	Jet Levinthol	
2483	Waterworks Inspector II	Craig Shirai	
2357	Waterworks Inspector I	Weston Moniz	
2604	Engineering Program Assistant	Bekki Malapit	

See As Needed CM Staffing Update for additional staff overseen by chief of CM

# As Needed CM Staffing Update

<b>Contract #</b>	<b>Company</b>	<b>Contract Amount</b>	<b>Scope</b>
690	Bowers & Kubota	\$700,000	Kīlauea Well 1 & 2 MCC Improvements (1 - Project Engineer)
637	RM Towill Inc.	\$1,059,069	Hanapēpē Waterlines (State & County Phases)– Provide 1 Project Engineer & 1 Inspector



# Quarterly Status of DOW Projects

Period of January 1, 2020 – March 31, 2020

ENGINEERING DIVISION

**Department of Water**

**April 17, 2020**

Submitted by Keith Aoki, P.E.

# EXECUTIVE SUMMARY

The Engineering Division is currently overseeing **22** ongoing **DOW Design projects**, including several multi-phased projects:

Significant updates for this quarter include:

1. Island-Wide Vulnerability and Resiliency Assessment – Job No 19-01. Milestone progress updates include:
  - Development and draft of critical analysis of water system assets, development of risk and resiliency methodology and VSAT inputs, hurricane hazard assessment of all water systems, preliminary development of malevolent act assessment methodology, identification of dependency threats and assessment methodology. DOW staff completed review of extensive list of Risk and Resiliency Assessment and Utility Resiliency Index questions. Workshop 2 held with DOW Engineering and Operations staff.
2. Department of Water Baseyard Master Plan, Job No. 19-02
  - Final draft submitted for DOW review. Funds for obtaining a Building permit for temporary Ops offices approved. Design started.
3. Rehabilitate Paua Valley Tank No. 1, 0.5MG – Job No. 17-10, WP2020 Project No. KW-07:
  - Work on determining the need to sample tank exterior paint.
4. Kīlauea Wells No. 1 & 2 MCC, Chlorination – Job No. 16-04, WP2020 Project No. WKK-03
  - Support CM division with responses to pre-bid questions.
5. Kapaia Cane Haul Road 18” WL, Job No. 16-02, WP2020 Project No. PLH-35b
  - Support litigation for Civ. No. 18-1-0063, Kia ‘i Wai O Wai’ale’ale vs. Dept. of Water, County of Kaua’i.
6. Hanapēpē-‘Ele‘ele Connecting Pipeline, Job No. 15-07, WP2020 Project Nos. HE-10 & HE-1:
  - Use and Occupancy Agreements required by the State were completed and submitted to the State DOT.
  - Redesign of the water line for the Hanapepe Bridge complete. Plans are being routed for approvals.

# EXECUTIVE SUMMARY (cont'd)

The Engineering Division is currently overseeing **22** ongoing **DOW Design projects**, including several multi-phased projects:

(Continued) Significant updates for this quarter include:

7. Kukuiolono Tank Demolition:

- Demolition plans approved. Project turned over to DOW CM Division for construction.
- Amendment to contract with Enviro Services executed.

8. Kalāheo Water System Improvements, Package A – 0.5 MG Yamada Tank, Package B – 0.1 MG Clearwell Tank, Package C Water Main Improvements, Job No. 09-01, WP2020 Project Nos. K-01, K-12

- Address Environmental cross-cutting federal authorities and Section 106 Federal requirements for DOH-SDWRF loan application preparation. Send letters to affected agencies. Re-certification and construction document revisions.

9. U.H. Experimental Station 0.25 MG Tank – Job No. 12-02, WP2020 Project No. WK-23

- Address questions from U.H. regarding proposed water tank site, conduct field visit, continue negotiations with U.H.

10. Kūhiō Highway Hardy-Oxford 16" WL Replacement – Job No. 18-03, WP2020 Project No. PLH-27

- Complete amendment to add Phase 1 Environmental Site Assessment to scope of work. Plans updated to 60% progress.

11. Hā'ena 0.2 MG Tank – Job No. 15-08, WP2020 Project No. HW-11

- Completed Conservation District Use Application KA-3857 and submitted for Chapter 6E-8 Historic Preservation Review

11. Kīlauea 1.0 MG Tank – Job No. 02-06, WP2020 Project No. WKK-15

- Reviewed proposed Memorandum of Understanding from Ian Jung for proposed Easement Modification on behalf of Oliver and Constanze Niedermaier

12. Island-Wide Rehabilitation of Storage Tanks – Job No. 18-02

- Received USEPA conditional approval of PCB Cleanup Plan under TSCA 761.61(c) for Kaua'i Inn Tank and Paanau Tank. Received 60% submittal of plans and specifications, under review. Coordinated virtual site visit with Sara Ziff, EPA.

13. \*NEW – As-Needed Engineering Services for Indefinite Quantity and Indefinite Delivery

- Selection made pursuant to HRS 103D-304. Negotiations with selected consultant in progress.

# EXECUTIVE SUMMARY

## Upcoming design projects:

- 1) WK-39, Develop Kapaa Well No. 4 Well Site (pending successful completion of Drill and Test Kapaa Well No. 4 project)
- 2) As-Needed Engineering Services I.D.I.Q.
- 3) Manoa Stream WL Repairs

## Projects with design estimated to be completed within the next three to six months :

- Job No. 19-02 Department of Water Baseyard Master Plan
- Job No. 11-03 Land Acquisition, Waimea, (depending on State BLNR review)
- Job No. 02-06 Kīlauea 1.0 MG Storage Tank, WP2020 No. WK-15
- Job No. 15-8, Construct Hā'ena 0.2 MG tank

## **PRIVATE PROJECTS:**

- **43** private project reviews (new and existing) were completed by Engineering during this quarter, including 14 new projects which were submitted for Engineering review during this quarter.
- Waiahi SWTP Improvements – Board approved funding of \$2.82M per the Water Treatment and Delivery Agreement via Manager's Report No. 20-41 at the February 28, 2020 meeting.



# Design Projects



# WEST SIDE DESIGN PROJECTS

## Kekaha, Waimea, Hanapēpē, ‘Ele‘Ele

WP 2020 NUMBER	PROJECT TITLE	% COMPLETE DEC 2019	% COMPLETE MAR 2020	EST. DESIGN COMPLETE	BUDGET COST (DESIGN)	FRC GENERATING PROJECT?	STATUS
	Island Wide Rehab of Storage Tanks	10%	40%	Q3 2020	\$458,594	No	In design, pursuing ROE's for soil testing/plan. Soil testing added scope..
	Island Wide Vulnerability and Resiliency	5%	20%	Q4 2020	\$629,686	No	In design
KW-28	Amfac Shaft Renovation, Phase 3	0%	0%	-	-	Yes	No change - project on hold indefinitely.
HE-1 & HE-10	Reorganize Water System- Hanapēpē-‘Ele‘ele Connecting Pipeline	100%	100%	Completed	\$499,972	Yes	In construction Re-design of bridge are routed for approvals
KW-07	Rehabilitate Paua Valley Tank #1, 0.5 MG Concrete	100%	100%	Completed	\$162,420	No	Ready for construction

# SOUTH SIDE DESIGN PROJECTS

## Kālaheo, Lawai, Po'ipu, Kōloa

WP 2020 NUMBER	PROJECT TITLE	% COMPLETE DEC 2019	% COMPLETE MAR 2020	EST. DESIGN COMPLETE	BUDGET COST (DESIGN)	FRC GENERATING PROJECT?	STATUS
K-01	<p>Kālaheo 1111' &amp; 1222' Water System Improvements:</p> <p>Package A (Yamada Tank)            Package B (Clearwell Tank)            Package C (Water Main)            Package D (Yamada Well)</p>	95%	95%	<p>Packages A, B, and C completed.</p> <p>Package D completion TBD</p>	\$1.2 million	Yes	<p>Design completed for packages A, B, and C. Contract amendment #4 for recertification and additional environmental work to meet SRF requirements executed.</p> <p><u>Package D</u>: - Design to commence after Package A construction is complete.</p>
K-05A	Kukuiolono (Kālaheo) 0.5 MG Tank, 886'	95%	95%	TBD	\$250,253	Yes	DOW working on land exchange. Plans for old tank demo approved by DOW.

# SOUTH SIDE DESIGN PROJECTS

## Kālaheo, Lawai, Po‘ipu, Kōloa

WP 2020 NUMBER	PROJECT TITLE	% COMPLETE DEC 2019	% COMPLETE MAR 2020	EST. DESIGN COMPLETE	BUDGET COST (DESIGN)	FRC GENERATING PROJECT?	STATUS
KP-09	Kōloa Wells “16A” & “16B”, MCC Improvements, Site and Building Improvements, MCC Chlorination Facilities	100%	100%	Completed	\$300,000	No	Consultant working on drainage overflow discovered after construction.

# EAST SIDE DESIGN PROJECTS

Lihu'e-Puhi, Wailua-Kapa'a, Anahola

WP 2020 NUMBER	PROJECT TITLE	% COMPLETE DEC 2019	% COMPLETE MAR 2020	EST. DESIGN COMPLETE	BUDGET COST (DESIGN)	FRC GENERATING PROJECT?	STATUS
PLH-37	Deepen Puhi Well No. 2	PH 1 is 100%	PH 1 is 100%	-	\$ 67,900	No	No change - Phase II Proposal Pending
PLH-27	Kūhi'ō Hwy (Hardy-Oxford) 16" Main Replacement	30%	35%	Q4 2020	\$270,608	No	Design ongoing
N/A	DOW Baseyard Master Plan	80%	90%	Q3 2020	\$301,983	No	Added scope of work
(DOW Job No. 18-09)	Makaleha Tunnel Water Line Repair (Rain18 project)	15%	20%	TBD	\$335,820	No	Design ongoing. Will need a new ROE for construction

# EAST SIDE DESIGN PROJECTS

## Lihu'e-Puhi, Wailua-Kapa'a, Anahola

WP 2020 NUMBER	PROJECT TITLE	% COMPLETE DEC 2019	% COMPLETE MAR 2020	EST. DESIGN COMPLETE	BUDGET COST (DESIGN)	FRC GENERATING PROJECT?	STATUS
WK-8	Construct Drainage Improvements (Package A) and Kapa'a Homestead 325' Tanks, 1.0MG - Two 0.5 MG Tanks (Package B)	Package B 92%  Package A 100%	Package B 92%  Package A 100%	Package B Q1 2020  Package A completed	\$989,788	Yes	Resolution for drainage pending
WK-23	Wailua Homesteads 0.25 MG Tank site - U.H. Experimental Station Phase 1	35%	35%	TBD (2021)	\$50,000	Yes	DOW working on land rights
WK-39	Kapa'a Homesteads Well #4 drill and test	100%	100%	Design is complete	\$ 352,000	Yes	In construction with he drainage Package A Drainage Improvements - Kapa'a Homesteads 325' Tanks.

# NORTH SHORE DESIGN PROJECTS

## Moloa'a, Kilauea, 'Anini, Hanalei, Ha'ena

WP 2020 NUMBER	PROJECT TITLE	% COMPLETE DEC 2019	% COMPLETE MAR 2020	EST. DESIGN COMPLETE	BUDGET COST (DESIGN)	FRC GENERATING PROJECT?	STATUS
MO-03	Land and Well Acquisition, Moloa'a and Waimea	100% (Moloa'a)  Waimea - 90% Complete TBD	100% (Moloa'a)  Waimea - 90% Complete TBD	Moloaa complete  Waimea TBD – Dependent on State BLNR	\$161,278	No	Moloa'a portion of contract complete.  Waimea land acquisition ongoing. State is requiring DOW to resolve mapping discrepancy with DOT for Waimea tank and well site. Pending DOT research and response.
M-02	Construct Moloa'a 0.10 MG Tank	25%	25%	TBD	\$ 119,207	Yes	No change Contract amendment needed. DOW reevaluating project and priority.
WKK-15	Kilauea 1.0 MG Tank	95%	95%	Q3 2020	\$367,884	Yes	final plans submitted to DOW for review
WKK-2	Drill and Develop New Kilauea Well No. 3	10%	10%	TBD	\$370,000	Yes	Design cannot proceed until land rights for the well are obtained. Working on obtaining a ROE from the land owner.
	Mānoa Stream Water Line Repair	0%	0%	TBD	\$250,000	No	Negotiating with selected consultant

# NORTH SHORE DESIGN PROJECTS

## Moloa'a, Kilauea, 'Anini, Hanalei, Ha'ena

WP 2020 NUMBER	PROJECT TITLE	% COMPLETE DEC 2019	% COMPLETE MAR 2020	EST. DESIGN COMPLETE	BUDGET COST (DESIGN)	FRC GENERATING PROJECT?	STATUS
WKK-03 & WKK-21	MCC, Chlorination Facilities – Kilauea Wells No. 1 & 2 & Replace Kilauea Well #2	100%	100%	Completed	\$349,168	No	Design completed.

# NORTH SHORE DESIGN PROJECTS

## Moloa'a, Kīlauea, 'Anini, Hanalei, Ha'ena

WP 2020 NUMBER	PROJECT TITLE	% COMPLETE DEC 2019	% COMPLETE MAR 2020	EST. DESIGN COMPLETE	BUDGET COST (DESIGN)	FRC GENERATING PROJECT?	STATUS
HW-11	Construct 0.2 MG Storage Tank Project, 144', Ha'ena	90%	90%	Q4 2020	\$412,401	Yes	
HW-12	Drill and Test Wainiha Well #4	75% (Re-design)	75% (Re-design)	TBD	\$133,740	Yes	Alternate well site agreed upon. Contract amendment needed. Proposal from consultant to be submitted to DOW.
N/A	Rain18 Repair Mānoa Stream Water Line	0%	0%	TBD	TBD	No	Negotiating with selected consultant for design.



# Private Projects of Note

Area	DEVELOPMENT OR DEVELOPER	PLAN REVIEW STATUS
Hanapepe	COK – Hanapēpē Stadium Complex Improvements	DOW awaiting resubmittal
Eleele	Lima Ola Subdivision, Phase I	Approved
Kalaheo	Brydswood Subdivison Consollication (S-2019-3)	Approved
Koloa	Waihohonu CPR (Z-III-2015-2) - Recertification	DOW awaiting resubmittal
Poipu	Kukui'ula parcel FF Subdivision (S-2019-09)	Approved
Poipu	Kahela Subdivision Parcel H (S-2016-02)	Approved
Poipu	Kainani Phase 2 Subdivision (S-2019-13)	Approved
Lihue	Waiola Subdivision Ph I	DOW awaiting resubmittal
Lihue	Waiola Subdivision Ph III (S-2009-15)	DOW awaiting resubmittal
Lihue	Waiahi SWTP – Initial upgrades	DOW awaiting resubmittal
Lihue	Waiahi 2 MG Storage Tank	DOW awaiting resubmittal
Lihue	COK Puhi Road Rehabilitation, Phase II	DOW awaiting resubmittal
Lihue	Pua Loke Affordable Housing	Approved
Lihue	Ahukini Makai Subdivision (S-2005-41)	In review
Lihue	Ahukini Makai Subdivision-offsite (S-2005-41)	DOW awaiting resubmittal

# Private Projects of Note

<b>Area</b>	<b>DEVELOPMENT OR DEVELOPER</b>	<b>PLAN REVIEW STATUS</b>
Lihue	Pua Loke Ohana Zone	Approved
Lihue	COK-King K school	In review
Kapaa	COK-Impr. To Collector Roads: Olohena, Kukui, Ulu	In review
Kapaa	COK-Kawaihau, Hauaala, Mailihuna, Complete Streets	In review

# Personnel Status

Civil Engineer VI	Keith Aoki
Civil Engineer V	Bryan Wienand
Civil Engineer V	Vacant
Civil Engineer V	Vacant
Civil Engineer II	Vacant

# QUARTERLY REPORT

Period of January 01, 2020 to March 31, 2020

WATER RESOURCES AND PLANNING DIVISION

Submitted by: Edward Doi, P.E.

DEPARTMENT OF WATER

April 17, 2020

# Executive Summary

## The significant changes for this quarter are:

- Representing KDOW in Teleconference with neighbor island Managers for statewide coordination efforts and reporting. Recent topics include sharing of information and processes regarding the COVID-19 situation and also DOH participation in reaching out to Managers.
- WRP division staff Michael Hinazumi agreed to volunteer and step up in the interim period and be the Point Person for IT division.
- The Division prepared proposed rule amendments to address the FRC impact fee to size limited dwellings, Guest Houses containing kitchens and Affordable Rental Units (ARUs). The Board was amenable to the proposed rule amendment and directed the Department to proceed with the rule amendment public involvement process.
- The Division continues to implement the amendments to the Rules and Regulations relating to the Facilities Reserve Charge. Meter Installation Notices was prepared and sent to customers reminding them of the “Grace Period” rule, to install their water meters before November 29, 2018.
- The Division continues to work with Manager to address requests for FRC exemptions for customers affected by the “Grace Period” rule.
- The Division continues to assist other Divisions with the overall review of DOW water infrastructure needs and island wide project prioritization.
- The Division continued to assist other Divisions regarding the Water Audit (CWRM)

# Water Restriction Policy

Water System / System	Sub-	Restrictions (5/8-inch water meter or number units per lot)	Inadequate Facilities	Comments
Upper Lawai		2	Storage	Administration Approved
Poipu		300	Storage	Board Approved (50% of new tank allowed for new development; 50% to make up storage deficit)
Wailua Homesteads		5	Storage	Administration Approved
Upper Wailua Homesteads		2	Storage	Administration Approved
Kapaa Homesteads		5	Source	Board Approved
Moloa'a		0	Source and Storage	Water Purchase Agreement
Kilauea-Kalihiwai		5	Source and Storage	Administration Approved
Aliomanu – Kukuna Road		0	Transmission	Administration Approved
Anini		1	Source and Storage	Water Purchase Agreement
Upper Wainiha Valley		1	Storage	Administration Approved
Wainiha – Haena		3	Storage	Administration Approved

# Completed Tasks

	January – March 2020
Subdivision Applications; Zoning / Land Use / Variance Permits; Zoning Amendments; ADU/ARU Clearance Applications	82
Water Service Requests	92
Approved Building Permit Applications	322
Backflow Inspection Program – No. of Tested Devices	1642

# Personnel Status

Chief of Water Resources and Planning	Edward Doi
Civil Engineer VI	Michael Hinazumi
Civil Engineer III	Regina Flores
Civil Engineer III	Vacant
Civil Engineer II	Vacant
Engineering Drafting Technician IV	Vacant
Engineering Support Technician IV	Keith Konishi





# IT QUARTERLY UPDATE

*January 2020 – March 2020*

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Update provided by: .....

April 17, 2020

# COVID-19 TELEWORK RESPONSE

- 39 DOW employees authorized to telework
  - Purchased 25 laptops
  - Repurposed 14 laptops
  - Purchased VPN licenses allowing laptops to be connected to the DOW network
  
- Researching network updates

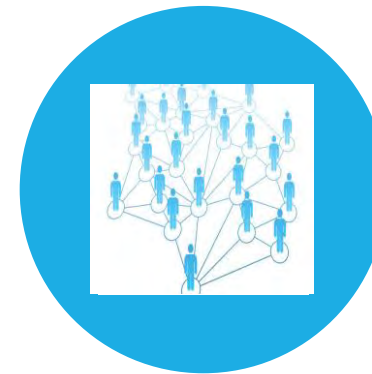
# IT STRATEGIES



TECHNOLOGY



BUSINESS PROCESS  
IMPROVEMENTS



ORGANIZATION

# TECHNOLOGY

- Upgrade M-PET with a GIS-based Work Management System
  - Software procurement and implantation planned Q2 2020 Kickoff
- Upgrade SCADA and Replace Servers
  - Estimated implantation completion 6/30/2020
- Upgrade Financial Information System
  - O365 Migration, Late Q3 Kickoff
- Develop GIS Technologies and Processes
  - On hold until I.T. Manager is hired
- **Maintain and Support Hydraulic Model Software**
  - **Currently with Water Resources and Planning to work on Terms and Conditions**
  - **This has been the same for the past year**
- Core IT Infrastructure Upgrades
  - O365 Cloud Migration Early Q3 Kickoff

# BUSINESS PROCESS IMPROVEMENTS

- CC&B Process Evaluation
  - Early Q3 Kickoff
- Improve Use of SharePoint
  - PR/Admin portals were created
  - O365 Cloud Migration, Early Q3 Kickoff

# ORGANIZATION

Position Title	Personnel
Waterworks Information Technology Officer	Vacant
Information Technology Specialist III	Vacant
Information Technology Specialist III	Vacant
Information Technology Specialist II	Vacant
Information Technology Specialist II	Vacant
Computer System Support Technician I	Darrell Acob

# CONTRACT 666 WITH BRIO CONSULTING

	Execution Date	Contract Amount	Summary
Initial Contract	8/2/2018	\$79,979	Review & Update I.T. Strategic Plan
1 <sup>st</sup> Amendment	4/30/2019	\$9,820	Provide Additional Presentation to the Board – 90 day time extension
2 <sup>nd</sup> Amendment	10/8/2019	\$70,000	I.T. Project Implementation and Support Services
3 <sup>rd</sup> Amendment	11/14/2019	\$229,380	I.T. Project Implementation and Support Services
4 <sup>th</sup> Amendment	02/11/2020	\$469,039	I.T. Project Implementation and Support Services