

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 public hearing will be conducted as follows:

- The public hearing will be held via remote technology to be consistent with social distancing practices and stay-at-home orders.
- Board members and/or resource individuals will appear via remote technology.
- The public hearing will continue to be noticed pursuant to HRS Chapter 92.
- Written and oral testimony on the proposed Rules 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 public hearing 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.
  - Oral testimony may be submitted by leaving a voice message at (808) 245-5412.
  - The Commission Support Clerk will provide electronic copies of public testimony received, if any, to the Board members prior to the start of the public hearing.
- The public hearing will 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).

The proposed rule will be available to view on the Kaua'i Department of Water’s website, [www.kauaiwater.org](http://www.kauaiwater.org). A copy of the proposed rule will be mailed to any interested person who requests a copy and pays the required fees for the copy and the postage. Requests may be made by calling the Commission Support Clerk at (808) 245-5406 or via email at [eineumiller@kauaiwater.org](mailto:eineumiller@kauaiwater.org). Requests may also be made up to and including the date of the public hearing.

# BOARD OF WATER SUPPLY of the COUNTY OF KAUA'I

## REGULAR MEETING

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

Thursday, June 25, 2020

10:00 a.m. or soon thereafter

**PUBLIC ACCESS: +1-408-418-9388 United States Toll**  
**Access code: 126 912 5743**

To listen live to the Regular Board meeting, members of the public may use the public access number and enter the access code. No live public testimony will be received. If members of the public require technical assistance with please contact: [informationtechnology@kauaiwater.org](mailto:informationtechnology@kauaiwater.org)

A. CALL TO ORDER

B. ROLL CALL

C. ACCEPTANCE OF AGENDA

D. MEETING MINUTES

**Review and Approval of:**

Regular Board Meeting – May 28, 2020

Finance Committee Meeting – May 19, 2020

Finance Committee Meeting – May 20, 2020

Finance Committee Meeting – May 21, 2020

Public Hearing Notice Meeting – May 27, 2020

**Review of Executive Session**

Executive Session - May 28, 2020

E. CORRESPONDENCE/ANNOUNCEMENTS/PUBLIC TESTIMONY

F. BOARD COMMITTEE & PERMITTED INTERACTION GROUP REPORTS

G. OLD BUSINESS

1. Manager's Report No. 20-41 - Waiahi Surface Water Treatment Plant Renovation  
Construction Costs (*Update*)

2. Manager's Report No. 20-54 - Discussion and Possible Action to Approve the Proposed  
Operating and Capital Budget for Fiscal Year 2021 (*Update*)

H. NEW BUSINESS

1. Manager's Report No. 20-55 – Discussion and Possible Adoption of the Budget  
Resolution No. 20-08 (*06/20*), of the Department of Water's Operating and Capital Outlay  
Budgets for Fiscal Year 2021, effective July 1, 2020 – June 30, 2021

- H. NEW BUSINESS (cont'd)
2. Manager's Report No. 20-56 - Discussion and Possible Action for Board Approval of the Conservation District Use Permit conditions set forth by the Board of Land and Natural Resources for WP2020 Job No. HW-11, Construct 0.2 MG Storage Tank, 144', Ha'ena, Kaua'i, Hawai'i
- I. STAFF REPORTS MONTHLY
1. Discussion and Receipt of the Kaua'i County Water Department's Statement of Revenues and Expenditures
    - a. May Monthly Summary Budget
    - b. 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
- 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).
1. Pursuant to Hawai'i Revised Statutes § 92-4 and § 92-5(a)(2) and (4), the purpose of this Executive Session is for the Board to consider the hiring, evaluation, dismissal, or discipline of the an officer or employee or of charges brought against the officer or employee, where consideration of matters affecting privacy will be involved; provided that if the individual concerned requests an open meeting, an open meeting shall be held; and for the Board to consult with the Board's attorney on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities.
- K. TOPICS FOR NEXT BOARD OF WATER SUPPLY MEETING (July 2020)
- 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 Kaula'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
  5. Manager's Report No. 20-51 – Discussion and Possible Action regarding the 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 (*Update*)
  6. Baseyard Master Plan Workshop

M. UPCOMING EVENTS

1. Make a Splash Project WET Festival (Tentative, September 18, 2020)

N. NEXT WATER BOARD MEETING

1. Friday, July 24, 2020, 10:00 a.m.
2. Friday, August 28, 2020, 10:00 a.m.
3. Friday, September 25, 2020, 10:00 a.m.
4. Friday, October 23, 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 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

MINUTES  
BOARD OF WATER SUPPLY  
May 28, 2020

The Board of Water Supply, County of Kaua'i, met in regular meeting **via remote** in Lihu'e on Thursday, May 28, 2020. Chair Kurt Akamine called the meeting to order at 10:02 a.m. The following Board members were present:

**BOARD:** Mr. Kurt Akamine, *Chair*  
Ms. Julie Simonton  
Mr. Lawrence Dill  
Mr. Elesther Calipjo  
Mr. Gregory Kamm  
Mr. Ka'aina Hull (*joined @ 10:07 am*)  
Mr. Troy Tanigawa (*joined @ 10:54 am*)

Quorum was achieved with 5 members present at Roll Call.

**STAFF:** Mr. Bryan Wienand  
(*via remote*) Mr. Eddie Doi Mr. Michael Hinazumi  
Mr. Keith Aoki Mr. Dustin Moises  
Mrs. Marites Yano Mr. Marcelino Soliz  
Mrs. Mary-jane Akuna Mrs. Christine Erorita  
Mrs. Jonell Kaohelaulii Mr. Darrell Acob  
Mr. Valentino Reyna Mr. Jas Banwait  
Deputy County Attorney Mahealani Krafft

**C. ACCEPTANCE OF AGENDA**

Mr. Dill moved to approve the Agenda as distributed; seconded by Mr. Calipjo; with no objections, motion carried with 5 ayes.

**D. MEETING MINUTES**

**Review and Approval of**

Regular Board Meeting – April 17, 2020

Mr. Calipjo moved to approve the Regular Board Meeting minutes of April 17, 2020; seconded by Mr. Dill; with no objections, motion carried with 5 ayes.

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

1. Correspondence from Ms. Shawn Shimabukuro, Vice President Grove Farm regarding Grove Farm's Request for Revenue Requirement Shortfall dated February 4, 2020

Received for the Record

Written testimony from Ms. Shawn Shimabukuro regarding Request for Revenue Requirement Shortfall per Water Treatment and Delivery Agreement, dated May 28, 2020 was discussed with Manager's Report No. 20-53 in Executive Session.

Received for the Record

**F. BOARD COMMITTEE & PERMITTED INTERACTION GROUP REPORTS (PIG)**

1. Report of the Finance Committee of the Kaua'i County Board of Water Supply Draft Budget for Fiscal Year 2020-2021
  - a. Fiscal Year 2020-2021 – Draft Operating Budget
  - b. Fiscal Year 2020-2021 – Draft Capital Outlay Budget

**BACKGROUND:**

Finance Chair Dill reported that the committee met on May 19<sup>th</sup>, 20<sup>th</sup> & 21<sup>st</sup> and discussed the Draft Operating and the Draft Capital Outlay Budgets for the Fiscal Year 2020-2021. A robust discussion on the proposed budget will take place with the full Board at the Regular Board Meeting on May 28, 2020.

Received for the Record

Mr. Hull joined the meeting at 10:07 a.m.

## G. OLD BUSINESS

1. Manager's Report No. 20-40 - 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 (*Update*)

**BACKGROUND:** The updated Board Policy No. 31 was "Received for the Record."

Waterworks Controller Mrs. Yano went over the update and said the Department of Water (DOW) would maintain a single reserve fund equal to at least 30% of the DOW's last audited operating revenues; by deleting Board Policy No. 26 the Emergency Reserve Fund & Board Policy No. 27 the Debt Service Reserve Fund. The list of expanded restricted uses would include unfunded non-recurring costs (spikes in pension and retirees' health costs). The Department accomplished this update since the January 24, 2020 Regular Board meeting.

### **DISCUSSION:**

Mr. Hull and Finance Chair Dill worked with Mrs. Yano, the Department and the County Finance Department several months ago. Mr. Hull thanked Mrs. Yano for making the adjustments which should free several million dollars that could be discussed at a future Water Rate Study.

Mr. Hull moved to approve Manager's Report No. 20-40 - Discussion and Possible Action on the Proposed Board Policy No. 31 as distributed to Fund the Net Pension Liability and the Net Other Post Employment Benefit Liability as determined by the Government Accounting Standards Board (*Update*); seconded by Mr. Dill; with no objections, motion carried with 6 ayes. Roll Call: KA, KH, GK, LC, LD, KK

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

"Received for the Record" – The draft budget was updated to reflect revisions by the Finance Committee in its May 19, May 20, and May 21 meetings.

### **BACKGROUND:**

Mrs. Yano recognized Finance Committee Chair Dill, Mr. Hull and Mr. Calipjo for reviewing the proposed drafts presented by each DOW's division. Three Finance Committee meetings were conducted on May 19<sup>th</sup>, 20<sup>th</sup>, & 21<sup>st</sup>. The comparative water usage are the revenue projections for the next fiscal year (FY). The Department's average from 2015 to 2019 yearly water usage was 3.9 million gallons. For FY 2020, water usage went down to -3.6 billion gallons annually. By using the estimated water sales data from April 2020, it resulted in -3.1 billion gallons projected for 2021. \$23M in revenues was projected with the flat sales from April 2020. If historical trends were used, the water sales projections would be \$26M.

### **DISCUSSION:**

Mrs. Yano researched various rate categories such as hotels that Ms. Simonton had requested. Resources were projected for FY 2021 that resulted in the roll over cash at the end of 2020 from cash & cash equivalents, receivables and investments. A left over estimate is \$31.1M to start. The Reserve fund of \$5.2M and \$4.1 with a total reserve of \$9.5M; projected water sales was \$23M; fire hydrants are non-cash revenue at \$2.2M included in operating expenses; \$.3 in other revenues; \$4.5M that was approved by the State legislature for some Water Utility fund projects; \$1.4M grants and other contributions, BAB subsidy and FEMA receivables. Total Resources = \$7.3M. (Page 4)

Mr. Dill mentioned that the Department is changing the way budget liabilities is reflected in the \$31.1M. Mrs. Yano shared that in previous years, the Unrestricted Net fund position was used, for the projected resources. Comparing cash investments receivables, allows to increase the beginning balance used for project projections. The estimated ending balance as of June 30, 2021 is \$6.5M that is available in cash resources. The Unrestricted Net fund position would be negative at the end of the FY if the projected revenues, operating expenses and capital expenditures were spent, it would bring the Department to zero in the cash fund at the end of the FY.

Mr. Dill said previously when the budget was done, the entire amount was recognized and the long term liability was not available for budgeting purposes. What is currently shown is the obligation for the upcoming FY.

Water Utility – Allocation of Available Resources (Page 6-7) - \$28.8M Operating Expenses; \$1.3M for Miscellaneous Capital Outlay Purchases, \$23.3M for new CIP; \$5.2 Debt Principal repayment.

Capital Outlay budget includes all funds (Page 9) – \$22.6M Water Utility fund, \$.7M Facilities Reserve Charge fund, \$6.0M Build America Bond fund. Fund Projections (Page 12); Revenue Summary (Page 13); Operating Expense Summary (Page 14).

Mr. Dill wanted the Board to understand issues on funding of positions and filling vacancies. Travel related expenses to be cut by 60% following the County. Vacancies were trimmed down to \$400,040 as of this Board meeting (Page 187) – There are 31 vacant positions which some are in recruitment and interviews. Each position were reviewed and only funded on how soon the positions may be filled. Travel, per diem, and registration was trimmed down 60% and left 40% from each division’s budget under the Administration’s budget. This is intended for training & travel only for certification for the job and operations functions.

Percentage funding for positions were indicated in the Vacancy Date column on Page 187. Mr. Hull commented that if a position was vacant more than one year to \$1 fund it and to possibly double equivalent on the private contracts missed to manage the workload. Mr. Kamm agreed. Due to the COVID pandemic, to stimulate the economy is construction projects. Projects should not be held up.

Construction Management Officer Mr. Dustin Moises has one vacancy in recruitment for \$96,000. He was not sure on the stimulus project for the State and government that developers are doing with water related projects. If CM is getting outside stimulus work through Planning Department, Housing Department or Department of Transportation (DOT), it may be necessary to tap into the As Needed CM, which was not included in the CM budget. He asked the Board if there are other critical stimulus packages on facility construction. CM could do a supplemental budget to the Board. If an As Needed construction company works a 40 hour a week, cost can range from \$30K to \$40 a month or \$500,000/year for one engineer and one inspector on projects. As Needed would be used for CIP projects.

Mr. Dill commented that this was discussed during the Finance Committee meetings and that CM projects are supported. Engineering needs to make get projects done. Water Resources & Planning (WR&P) has to make sure that water allocations are made. Applications need to be reviewed and approved timely. In the proposed budget for FY2021, there are funds for private CM. Mr. Moises was not asking for additional funding because the \$700,000 budgeted in the current FY was encumbered for Bowers & Koboda. If DOT had water related projects and if funds increase above the \$700,000, CM would get involved. On the two projects CM plans to use the funds for, Mr. Dill asked if this would be full time for 12 months for each project? (\$40K/mo. x12 mos. = \$480,000). CM would funds Kilauea MCC and would use the Bowers contract for a Project Management Inspector.

The Kukuiohono’s project is a quick job and would be rebid. Ms. Simonton asked was it necessary to work 40 hours a week on projects? Could project management be modified? Part time to split between two projects? Mr. Moises added this could be written up part time on the project assignment order. Mr. Dill mentioned if CM needs more funds for projects to come back to the Board.

Mr. Dill’s other priority is in Engineering’s Professional Services for \$50,000 FY2020 budget. Mr. Wienand indicated the contract for \$50,000 would be executed in the next month. FY 2021, Engineering will be adding another \$50,000 for Engineering Service which needs to be corrected with a total of \$100,000 that could be increased later. (Page 76).

WR&P private project support – Chief of WR&P Mr. Doi commented to add \$150,000 or \$200,000.

Mr. Hull clarified to look at the yearlong vacant positions and if they are \$1 funded positions, how much money would be available in the budget?

*Mr. Troy Tanigawa join the meeting at 10:54 a.m.*



Mr. Dill would not know the funding is if the vacant positions over one year (before July 2019) would be \$1 funded. Mrs. Yano would find out how much money could be generated in a year if vacant positions were \$1 funded after speaking to the division heads. The final budget could be approved at the June Board meeting. Ms. Simonton agreed to \$1 fund the vacant positions and to put it in a pool at the Board's discretion on where to use the money for outside consultants to get projects out. Mrs. Yano proposed to submit a supplemental budget with the adjustments on the vacancies which are less than \$500,000. Mr. Hull's concern was that the full Board would need to have robust discussions during the Board meeting.

Baseyard Master Plan – This budget is over \$1M+ and is a long-term multi-phase project. Mr. Hull mentioned that new members have not heard the Baseyard presentation and are not aware of several million dollars committed to the Department for several years. Mr. Hull recommended to remove the Baseyard line item at \$1.6M (subject to State funding). Ms. Simonton asked if these funds could be used for something else or to go back to the legislature based on the current condition and the use of the funds for shovel ready projects? Mr. Wienand noted the Department requested \$1.6M from the legislature for Phase 1 design and if received, the Department would need to use the funds. If the funds are not received, Engineering would only proceed with a Professional Services contract for Phase 1 design but not from the Department's budget to execute the Professional Service contract to be reimbursed with State aid. Mr. Calipjo asked if the Board approves the \$1.6M for Phase 1 design, the Department would be obligated to construct the building? Mr. Wienand indicated if funds were received for Phase 1, it would be spent. Mr. Hull agreed with Mr. Calipjo that if the \$1.6M was awarded, the Baseyard would have to be built. Ms. Simonton asked if it was appropriate to make this request based on the pandemic? Mr. Calipjo requested more information on the Baseyard Master Plan. Mr. Dill suggested to remove this line item and resubmit it to the legislature for next FY which Mr. Kamm agreed.

Mr. Dill moved to approve to 1) \$1 fund positions vacant prior to FY 2020, 2) Add \$100K to Professional Service for Engineering's line item open ended services, 3) Create a line item for open ended engineering services of \$150K for WR&P budget, and 4) Remove funding for Baseyard Master Plan; No 2<sup>nd</sup> – *Motion died*

Mr. Hull did not second and explained that he wanted to see and discuss the items in more detail before approval. After discussions are completed he suggested to defer the proposed draft budget to the next meeting.

Ms. Simonton request more information from Mr. Moises on the CIP projects to modify CM's approach on requirements, to save funds to get a projects out (priority), to be creative and to stretch dollars. She mentioned Kukuilono's has a requirement for a trailer for a construction manager which is not good use of the funds. CM could try to get two projects out instead. Mr. Moises and Mr. Wienand will be reviewing the Kukuilono specs. The \$750K budget amount will be left in the budget and CM will see how costs can be saved for the next FY.

Mr. Hull moved to *defer* the Draft Budget to the June Board meeting or sooner; 1) Mrs. Yano will adjust the numbers to reflect \$1 funding vacant positions since FY2020, 2) Provide additional funds for private contracts in the Engineering, WR&P and IT Divisions, 3) Remove the line item for the Baseyard Master plan; seconded by Mr. Kamm, with no objections, motion carried with 6 ayes. Roll Call: KA, JS, KH, LD, LC GK

(See Amended motion under Manager's Update.)

## **H. NEW BUSINESS**

1. Resolution No. 20-07 – Farewell to Keith K. Konishi (Retiree), Engineering Support Technician IV, Water Resources & Planning Division

### **BACKGROUND:**

On behalf of WR&P Mr. Doi expressed his appreciation for Mr. Keith Konishi at work and outside of work. Mr. Konishi always assisted staff if they needed help on WR&P matters. Mr. Doi wished Mr. Konishi the best of luck on his retirement and his contributions to the Department. Mr. Konishi will formerly receive his Resolution after it has been executed.

Mr. Hull moved to approve and adopt Resolution No. 20-07 – Farewell to Keith K. Konishi (Retiree), Engineering Support Technician IV, Water Resources & Planning Division; seconded by Ms. Simonton; with no objections, motion carried with 7 ayes.

2. Manager's Report No. 20-52 - Discussion and Possible Action on Change Order No. 9 for Water Plan 2020 Project No. WK-39 Drill & Develop Kapa'a Homesteads Well No. 4 & Package A-Well and Drainage Package of Water Plan 2020 Project No. WK-08, Job No. 02-14, Kapa'a Homesteads 325' Tanks, Two 0.5 MG Tanks Projects, Kapa'a, Kaua'i, Hawai'i for additional construction funding in the amount of \$11,279.99

**BACKGROUND:**

Mr. Moises commented that due to Mayor Derek Kawakami's directives because of the COVID 19, on March 25, 2020 a Stop Work Order was issued on several DOW projects. Projects were not considered essential related to repair and maintenance of water utility work or affordable housing. CM had to limit overhead during down time. The contractor submitted required costs and labor was NPDS inspections. There was \$700K left in contingency and the COVID 19 Stop Work Order is \$8,642.00. The contingency was left in case the Esaki project continues which was less than \$10,000.00.

**DISCUSSION:**

Mr. Calipjo inquired on the status of the Esaki project. Chair Akamine shared that the Department has been speaking Mr. Esaki's attorney and terms about purchasing the easement. The Department sent out a Request for Proposal (ROP) for a commercial appraiser with no bidders but the ROP went out again. Mr. Esaki is willing if the Department can agree on a price to move forward.

Mr. Dill moved to approve Manager's Report No. 20-52 - Discussion and Possible Action on Change Order No. 9 for Water Plan 2020 Project No. WK-39 Drill & Develop Kapa'a Homesteads Well No. 4 & Package A-Well and Drainage Package of Water Plan 2020 Project No. WK-08, Job No. 02-14, Kapa'a Homesteads 325' Tanks, Two 0.5 MG Tanks Projects, Kapa'a, Kaua'i, Hawai'i for additional construction funding in the amount of \$11,279.99; seconded by Ms. Simonton; with no objections, motion carried with 7 ayes. Roll Call: KA, JS, KH, LD, LC, GK, TT

3. Manager's Report No. 20-53 - Discussion and Possible Action on correspondence from Grove Farm regarding Grove Farm's Request for Revenue Requirement Shortfall

**BACKGROUND:**

Ms. Simonton referred to Grove Farm's letter dated February 4, 2020 regarding a revenue requirement shortfall of \$500,000. After a meeting with Mrs. Yano and Mr. Wienand, Ms. Simonton called a colleague who has worked with the Public Utilities Commission (PUC). PUC's comment was that income tax was not appropriate to be included in the rate of return analysis based on Grove Farm's calculations. This would change the amount due by the DOW from \$5.8M to \$2.2M. There are discrepancies on methodology.

**DISCUSSION:**

Mrs. Yano added that the original agreement with Grove Farm did not include the net income on the difference on Grove Farm's methodology and the Department's proposal.

Action postponed until after Executive Session.

**I. STAFF REPORTS MONTHLY**

1. Discussion and Receipt of the Kaua'i County Water Department's Statement of Revenues and Expenditures
  - a. April Monthly Summary Budget
  - b. Accounts Receivable Aging Summary

**BACKGROUND:**

Mrs. Yano referred to the Performance for April (Page 321) – Metered consumption is down 23%.

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. Jonell Kaohelaulii provide the following highlights:

1. Several public notices were sent in May regarding 1) Customer service during COVID, 2) Water Emergency Guidelines for hurricane season, 3) Department of Water recommendation and Department of Health's request on weekly flushing for schools and hotels.
2. The Department celebrated National Drinking Water in May. Staff was acknowledged as essential that provides safe drinking water on Kaua'i.
3. Celebrated Awareness week in a joint effort with other National Water Utilities on social media. American Water Works Association slogan hashtag #therewhenyouneedit and Department of Water's hashtag #waterisessential was heavily promoted in May. Mrs. Kaohelaulii acknowledged all DOW employees and the Board of Water Supply in honor of National Drinking Water that occurred May 3 – 9, 2020.

Received for the Record

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

**BACKGROUND:**

Mr. Valentino Reyna provided highlights:

1. Kapilimao Well site - Sodium Hypochlorite On-Site Generation was advertised. Two manufacturers have shown interest. Operations no longer use gas chlorine which was converted to Sodium Hypochlorite and is safe for personnel and easy to handle. Installed the first on-site service of Sodium Hypochlorite at the Makaleiha Well site part of the resiliency program. The Mahaleiha Well site can service Mahelona Hospital. Kapilimao Well is located to service Kaua'i Veterans Memorial Hospital.

Received for the Record

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

**DISCUSSION:**

Chair Akamine highlighted the following items:

1. **SEVENTH AMENDMENT TO CONTRACT NO. 535 JOB NO. WRP 01 FY05-06 KAUAI WATER USE AND DEVELOPMENT PLAN UPDATE WITH FUKUNAGA AND ASSOCIATES, INC. FOR A CONTRACT TIME EXTENSION OF ONE HUNDRED EIGHTY CALENDAR DAYS WITH NO ADDITIONAL FUNDING**
2. **CONTRACT NO. 638, CONDUCTING THE DEPARTMENT OF WATER'S FINANCIAL STATEMENTS FOR ITS 4<sup>TH</sup> FISCAL YEAR ENDING JUNE 30, 2020 WITH ACCUITY, LLP IN THE AMOUNT OF \$91,600.00**
3. **THIRD AMENDMENT TO CONTRACT NO. 639, JOB NO. 17-10, WP2020 #KW-07, REHABILITATE PAUA VALLEY TANK #1, 0.5 MG CONCRETE WITH KAI HAWAI'I, INC. IN THE AMOUNT OF \$4,779.00**
4. **CONTRACT NO. 697 SOLICITATION #GS-2020-5 FOR THE FURNISHING AND DELIVERY ONE (1) RUBBER TRACK OPEN CAB EXCAVATOR AWARDED TO ALLIED MACHINERY CORP. IN THE AMOUNT OF \$68,497.35**
5. **CONTRACT NO. 698, #HH-2019-2020, HRS \$103D-305 SMALL PURCHASE, HEADHUNTER SERVICES AWARDED TO BISHOP & COMPANY, INC. IN THE AMOUNT OF \$20,000.00**
6. Personnel Matters – Various openings to be filled especially the Manager and Chief Engineer and Deputy Engineer.

7. Advisor Report to the Board of Water Supply (Update) - Mr. Steven Kyono supported the Department as of April.

Mrs. Yano mentioned there were no funds budgeted for Mr. Kyono for the next FY.

Mr. Dill moved to amend the original budget motion to consider an additional fund for services of the Advisor to the Board and Department; seconded by Ms. Simonton; with no objections, motion carried with 7 ayes.

Received for the Record

Chair Akamine read the Executive Session language.

Ms. Simonton moved to go into Executive Session and to include, as resources, Mr. Bryan Wienand and Mrs. Marites Yano on Item J2 first, then Adjourn the Meeting Executive Session after Item J1; seconded by Mr. Hull; with no objections, motion carried with 7 ayes.

**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)

1. Pursuant to Hawai'i Revised Statutes § 92-4 and § 92-5(a)(2) and (4), the purpose of this Executive Session is for the Board to consider the hiring, evaluation, dismissal, or discipline of the an officer or employee or of charges brought against the officer or employee, where consideration of matters affecting privacy will be involved; provided that if the individual concerned requests an open meeting, an open meeting shall be held; and for the Board to consult with the Board's attorney on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities.
2. Pursuant to Hawai'i Revised Statutes § 92-4 and § 92-5(a)(4), the purpose of this Executive Session is for the Board to consult with the Board's attorney on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities as it relates to Manager's Report No. 20-53 Discussion and Possible Action on correspondence from Grove Farm regarding Grove Farm's Request for Revenue Requirement Shortfall.

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

1. Discussion and Possible Action to approve the Proposed Operating and Capital Budget for Fiscal Year 2021

**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
5. *Manager's Report No. 20-51* – Discussion and Possible Action regarding the 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(*Update*)
6. Baseyard Master Plan Workshop

**M. UPCOMING EVENTS**

1. Make a Splash Project WET Festival (Tentative, September 18, 2020)

**N. NEXT WATER BOARD MEETING**

1. Friday, June 26, 2020, 10:00 a.m.
2. Friday, July 24, 2020, 10:00 a.m.
3. Friday, August 28, 2020, 10:00 a.m.
4. Friday, September 25, 2020, 10:00 a.m.

**O. ADJOURNMENT**

Mr. Hull moved to Adjourn the Regular board meeting at 12:21 p.m.; seconded by Ms. Simonton, with no objections, motion carried.

Respectfully submitted,

Edith Ignacio Neumiller  
Commission Support Clerk

Approved,

Elesther Calipjo  
Secretary, Board of Water Supply

# FINANCE COMMITTEE MEETING

Tuesday, May 19, 2020

Committee Members Present: Finance Committee Chair Lawrence Dill, Ka`aina Hull (exited @ 11:32 am) and Lester Calipjo (joined @ 10:11 am). Also present was Board Advisor Steven Kyono (exited @ 11:45 am), Gregory Kamm & Troy Tanigawa

Staff Present: Michael Hinazumi, Carl Arume, Edward Doi, Marcelino Soliz, Valentino Reyna, Marites Yano, Jonell Kaohelaulii, Christine Erorita, Jas Banwait, Mary-jane Akuna, DCA Mahealani Krafft

Finance Chair Dill called the meeting to order at 8:16 a.m. and quorum was established.

## **D. OLD BUSINESS**

1. Manager's Report No. 20-40 – Discussion and Possible Action on the Proposed Board Policy No. 31 to establish a new Reserve Fund which would replace the Emergency Reserve Fund and Debt Service Reserve Fund established by Board Policies 26 and 27

After discussion of Manager's Report No. 20-40, the committee and Mr. Kyono agreed Board Policy No. 31 was in alignment with the County.

Mr. Hull approved Option 1 Proposed Board Policy No. 31 and to move Manager's Report No. 20-40 to the full Board for Approval; Chair Dill seconded; with no objections motion carried.

Option 1: The DOW will maintain a single reserve fund equal to at least 30% of the DOW's last audited operating revenues; delete BP 26 which is the ERF & BP 27 which is the DSRF and expand the list of restricted uses to include unfunded non-recurring costs such as spikes in pension and retirees' health costs.

Mrs. Yano discussed a previous 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; motion carried with 6 ayes.* A meeting was conducted with Mr. Hull and Mr. Dill on February 6, 2020 and March 6, 2020 which included the County Finance Director Reiko Matsuyama. The County financial accounting impact was presented on the net pension liability and net Other Post-Employment Benefits (OPEB) liability.

Proposed Budget Impact on the Department of Water (Page 13) – Historically the unrestricted fund balance projections was used to estimate beginning resources when the budget was prepared for the next fiscal year. Based on previous discussions, the Department proposed to use a different method of available resources by using cash investments and receivables. The Department no longer reserves equivalent cash to the net pension liability and OPEB liability. This frees up debt encumbered the long term liability.

Estimated Ending Balance year end (Page 13) - \$9,071,304. The previous preparation of the budget would not have enough funds to pay for projected operating expenses, miscellaneous capital purchases, and the new capital outlay. This is the current impact of the new proposed Board Policy No. 31 that was recommended for approval; by releasing the amount restricted for the long term liability.

## **DISCUSSION:**

Mr. Hull asked if the Water Rate Study will have adjustments? Mrs. Yano answered yes. The Water Rate Study uses the budget for the upcoming rate study period. The Department could come back to the Board with the Water Rate Study adjustments that could be made to the proposed rate hikes.

## **E. NEW BUSINESS**

1. Draft Budget for Fiscal Year 2020-2021
  - a. Fiscal Year 2020 - 2021 – Draft Operating Budget
  - b. Fiscal Year 2020 - 2021 – Draft Capital Outlay Budget

## **BACKGROUND**

Waterworks Controller Ms. Yano provided a brief background for the new Board members that the Department of Water (DOW) is a semi-autonomous agency of the County of Kaua'i operating as an enterprise fund. The Manager & Chief Engineer manages the operations who is appointed by the Board of Water Supply with a Deputy Manager and seven division heads who manages their own divisions.

Three parts on the proposed budget include: 1) the Operating Budget and 2) New Capital Outlay Budget. At year end, there will be a 3) Rollover on outstanding Purchase Orders (PO). These are unexpended encumbrances for this fiscal year that have not been completed. These will be added to the Operating Budget and the New Capital Outlay Budget. A separate presentation will be done at the close of the fiscal year.

The DOW maintains three sources of funds: 1) Water Utility (WU) fund and general operating account, 2) Facility Reserve Charge (FRC) fund and 3) the Build America Bond (BAB) fund. The WU is used to pay for the operating expenses and various capital outlays as approved by the Board. The FRC fund is the impact fee that is charged to developers (who connects to the DOW's infrastructure). FRC funds are used to expand the water system. BAB fund is a loan obligation and the DOW initially borrowed \$60M. To date, \$9M is the balance that needs to be spent to pay for Capital Improvement Projects (CIP).

Water sales are the main revenues to over 22,000 customers with 4M gallons of water provided for multi-family, ag, commercial, government and mix use accounts from nine public water systems island wide. New projected revenues would be adjusted due to the COVID pandemic. (Page 17)

Water usage has declined from 2015 at 3.9 billion gallons with a projection for FY 2020 to be below 3.8 billion gallons. (Page 18)

Water Utility Fund Resources (see pie chart; Page 19) – This fund is available for DOW projects and other CIP. Two reserves - Emergency Reserve fund is \$5.2M and the Debt Service Reserve fund is \$4.1M were discussed later in the meeting. These funds were equivalent to 30% of revenues from the last FY 2019 and in alignment with the County of Kaua'i. Additional uses will be added to the reserve fund and water sales will be readjusted.

Fire hydrants are \$2.2M from non-cash revenues that were recognized in the General Accounting Standards for maintenance of the hydrants island wide. Grants & Contributions – Each year DOW receives a BAB subsidy. \$4.4M are expected in State grants which will be presented by Construction Management (CM) budget. (Page 20).

## **DISCUSSION:**

Mr. Hull mentioned the BAB excess of \$9M due to the inability of filling positions to get projects moving. Mrs. Yano explained that projects under the BAB and State grants received in previous years were used first before using the BAB fund. The DOW has access to the \$9M and \$3.7M has been encumbered in the BAB; leaving \$6M to be encumbered and spent on projected projects.

Mr. Dill asked about the reserve fund that would be replaced on the two reserve funds if they were 30% of revenue? Mrs. Yano said the COK is 30% of their fund revenues and DOW's reserve fund is equal to the 30% of revenues. If revenues go down, it will affect the DOW reserve funds. Prior year's revenues were \$29M but currently the projection is \$24.2M that will be impact of the new reserve fund policy. Mr. Dill asked how were the fire hydrants budget of \$2.2M determined? Are there any value to the DOW in getting money back from the County? Under the Rules and Regulations, there are fixed service charges on installed hydrants and applied to the number of hydrants. In Mrs. Yano's opinion, it is not worth \$2.2M and Mr. Dill would discuss this at a later time.

WUF pie chart – Allocation of Available Resources (Page 21) - \$21.6M is for WU funded projects.

New Capital Outlays pie chart – All Funds (Page 24) – FRC has \$.7M

Mrs. Yano indicated DOW is starting with \$50M in available cash investments and receivables in addition to the reserved monies in WU Emergency Reserve and Debt Service Reserve of \$9.3M. An unexpended POs is \$16M (outstanding from April).

Available resources for operating expenses are showed on Page 27. At the end of the fiscal year close, there would be a leftover of \$6.8M as of FY 6/30/2021. A 10% reduction of water sales would be adjusted in the revenues to \$22.9M. Chair Dill was in agreement with Option 1 of \$41.7M for the Estimated Available Resources for Budget Appropriation – 7/1/20 (Page 195). Option 2 will have to be readjusted in each division if needed.

#### Action items for Draft Budget Background:

##### 2.1 Water Sales (Page 20)

- Waterworks Controller Mrs. Tess Yano will make a recommendation from the Department on the policy to the Board at the next Board meeting if the Department should consider the Reserve Fund of 30% on expenses or 30% of revenue.

##### 1.1 DOW Salaries & Wages (Page 20)

- Vacancies will be funded approx. 50% - funded on the anticipated time they will be filled.

#### Admin.

Private Secretary Mrs. Mary-jane Akuna provided line items that had a significant increase.

Professional Services – Performance Audit = \$300,000; actuals are half of budget Pending if the Board wanted to keep this amount. Travel needs to be revised due to COVID on conferences to start in October/November. Currently no travel is being arranged and the June conference was cancelled. Mrs. Akuna indicated that Chair was aware of the positions percentage that would be funded.

#### DISCUSSION:

Chair Dill recommended that travel costs can remain in the budget. Mr. Hull commented that travel in all division should have a 60% cut in the budget (same as COK). Mrs. Akuna shared that Admin. manages six main conferences for the Manager and Deputy Manager.

General Expenses for Admin., GL 545-000 (Page 48) - Rentals & Leases are ongoing. Payments to Grove Farm are owed back which Civil Engineer Mr. Bryan Wienand is working on including a new lease price with Kōloa Well 16 A, B, & E. Chair Dill wanted a discussion on the outstanding liability on the Surface Water Treatment Plant with Grove Farm.



Insurance & Bonds (Page 49) – was decreased from \$1M to \$150,000. Chair Dill asked if the \$150,000 should be zero and if there is a claim to tap the Emergency Reserve fund? DCA Krafft added that Small Claims is \$5,000 and any amounts over \$10,000 will be brought before the Board.

Vacant Positions (Page 190) – Chair Dill requested to add a column to show the vacancy dates.

Operating Expense Summary details on Page 29 will be presented by each division head.

#### Action Items for Admin.

- Department needs to cut 60% of travel on all divisions that agrees with the County.
- Discuss with the full Board of the 60% travel cut this fiscal year. How much required training travel and/or discretionary travel which does not require to keep the Department running will be discussed at the Board level. Conference registration & Per Diem needs to be cut.
- Grove Farm's Outstanding Liability (SWTP) – Discuss with the Board. (Page 48)
- Board Approved Claims – Remove \$40,000 (Page 49)
- Worker's compensation Settlements - Remove \$150,000 (Page 49)
- All Board Travel – discuss reduction at the Board meeting (Page 57)
- Tess to add last column to show history of all vacant position dates (Page 190)

#### Information Technology (IT)

Mr. Michael Hinazumi will reduce the travel budget. Operating Expenses were down and capital budget was equal.

Professional Services/Great Plains Upgrade (Page 62) – Cost of upgrade will be encumbered this year.

Cells phones will be replaced for some staff in Operations to be used with SCADA to track workflow. An inventory of cell phones will be accounted for. (Page 64)

Repair and maintenance – Firewall upgrades have increased to \$6,000 but may come back to the Board on teleworking and network requirements if costs increase again. (Page 67) Mr. Hinazumi mentioned that some items have been slow to bill; others are being worked on and encumbered the end of the fiscal year.

Publications, Subscriptions & Memberships – There are plans to move to Office 365 in the next several months. Beacon Subscription fee is for the automatic meters that will be moved to Operations at \$15,000.

Training & Development – Will encourage web-based training; reduce costs to 60%. (Page 70)

Rehabilitation & Replacement/Misc. Capital Purchases – Share Point upgrades are ongoing at \$295,000 that has been encumbered. SCADA – ongoing & encumbered (Page 72)

Asset Management – has not started and will be rolled over to the next fiscal year. Currently Mr. Hinazumi is the lead on this. IT Consultant Mr. Jas Banwait have been in talks with the vendor in upgrading Maintenance Prevention Evaluation Technology (MPET) including Mr. Val Reyna and Mr. Ryan Smith with Operations. Procurement will proceed within the next three months. Mr. Reyna added if MPET will be replaced, and understanding discussions with vendor Four Winds is to show Operation's features of the Asset Management program that could be under Operations instead of IT. The first year will be about \$17,000. The budget was reduced to \$50,000. Mr. Reyna will come back to the Board if MPET is being utilized adequately (Page 72). Accountant Mr. Marcelino Soliz

mentioned the Four Winds contract has a \$59,000 balance which includes everything that was discussed. He asked if the balance would be in addition to the \$50,000? Mr. Reyna will have to discuss this in his budget presentation and the SCADA costs for Operations.

The Develop Web based GIS viewer and mapping layers would be reduced on the review of the information. (Page 73)

New computers & storage – Necessary to be replaced the next fiscal year. (Page 73)

Vacant positions (Page 190) – See Action Items below.

#### Action Items for Information Technology

- Firewall upgrades – may come to Board for final proposal if cost increases (Page 67)
- Beacon Subscription Fee moved to automatic meter reading & confirm if in the Operations budget \$15,000 (Page 68)
- IT Training – Reduce costs 60% (Page 70)
- Asset Management / MPET – Add to Operations and reduce to \$50,000 & update usage on the line item (Page 72)
- CMDP Federal/State Reporting System – Move \$40,000 to Water Quality budget (Page 72) Last column will be zero.
- Val to look into the Four Winds Contract on its remaining balance of \$59,000 relating to MPET.
- Develop web based GIS – Reduce to \$50,000 & review the information.
- Salaries (Page 190) – Tess to correct IT Manager's pay to approx. \$110,000. IT Manager is expected approx. 3-4 months.
- Add IT Support Extension (to 9-30-20) for \$120,000 to the updated proposed budget.

Chair Dill called for a Recess at 10:03 am and Reconvene to 10:15 a.m.

*At 10:11 a.m., Board Member Lesther Calipjo joined the meeting.*

*At 10:16 a.m., Chair Dill reconvened the meeting.*

#### Water Resources & Planning

Kaua'i Watershed Alliance & USGS ground monitoring program to be done by next fiscal year and continues to be funded. Water Plan 2040 will move forward to the end of December.

Vacant positions (Page 190) – List of names were received for CE I and will interview.

#### Action Items for Engineering

- Reduce Travel – 60 % (Page 92)

#### Water Quality

Refer to Action Items discussed.

#### Action Items for Water Quality (WQ)

- A new CMDP Compliance Monitoring Data Portal software application - move to WQ budget.
- Laptops – Reduce from \$6,000 to \$3,000 for 1 computer (Page 81)
- Training – Delete line item / no meetings scheduled (Page 83)
- Vacancies - None

### **Fiscal (Billing)**

Chair Dill noted the budget went up \$50,000 from last year. Mrs. Yano explained outstanding issues on the Customer Care & Billing program (CC&B). Currently Fiscal is using the Oracle consultant that Fiscal is paying a high amount of money yearly which will end in three years. Fiscal would like to explore new billing options with the \$100,000 budget because issues of CC&B are outside the expertise of the existing IT staff. Budgeted items are reflected in IT and paying \$250,000 under technical support for CC&B. (Page 129)

Customer Service Trainings – OK if virtual training. (Page 134)

### **Action Items for Fiscal (Billing)**

- Costs under IT for \$250,000 in technical support will move to billing budget. (Page 128)
- Meter Reader Trucks – Check if the trucks can be postponed until next year if trucks are OK with the mechanic (Page 136)
- Vacancies (Page 190) – Customer Service Rep. I - Reduce to 80%; interviews in June.  
Accountant I – Reduce to 50% (move to Accounting chart)

### **Fiscal (Accounting)**

Accounting's FY 2020-2021 Proposed Budget for WU went up to \$553,195 (Page 138). The actual valuation was based on current expenses. Fiscal paid the State Auditor, State Employee Retirement System (ERS) and County of Kaua'i for actual valuation a shared cost. (Page 139)

Water Rate Study – With the current pandemic, the Board may reconsider not moving forward for a rate increase. \$20,000 will be left in the budget as a place holder. (Page 139)

Consulting Services – DOW will develop Financial Policies and plans to be done this fiscal year for \$100,000. (Page 139)

Project Management – Phase 1 will be completed this year for Office 365/Sharepoint. The implementation will be completed this fiscal year for \$220,000. (Page 139)

### **Action Items for Fiscal (Accounting)**

- Training – Reduce 60% (Page 145); virtual training OK.
- Bank Services Fees – Reduce to \$20,000 (Page 141)
- Vacancies (Page 190) – Assistant Waterworks Controller – Reduce to 80%  
Accountant II – Reduce to 50%; move to the Accounting section.

### **Operations**

Construction equipment rentals – are under repair & will be used after repair. (Page 171)

Pump replacement program – Chair Dill mentioned if Four Winds would assist with pump replacements. (Page 173)

SCADA maintenance – includes a call out rate that is in addition to the flat rate and “as needed” service. Budget includes late billing and call outs. Servers also need replacement. (Page 174)

*Mr. Hull exited the meeting at 11:32 a.m.*

AMI meter replacement could be replaced over five years. (Page 181)

Grove Farm Water Purchase Agreement – leave as is. (Page 183)

Skid Steers – Keep 1 (Page 187)

*Mr. Steven Kyono existed the meeting at 11:45 a.m.*

Action Items for Operations

- One Call Center – Reduce to \$1,500 (Page 169)
- Rehab & Restoration Service - Reduce to \$40,000 (Page 175)
- Building Equipment Repairs – Reduce to \$5,000 (Page 175)
- Vehicle maintenance & service – Reduce to \$40,000
- Sodium Hypochlorite on-site generation – move to Capital budget (Page 176)
- Disinfectant Supplies – Change line item description; Remove Chlorine Gas (Page 177)
- AMI Meter Pilot Tests – \$50,000 move under Capital budget (Page 181); Replace meters with AMI meters are cellular.
- Capital Purchases/Travel – Reduce to \$1,000 each (Val will work with Tess) (Page 187)
- Pickup truck – Defer purchase for 1 year (Page 187)
- Skid Steers – Defer 1 year / Auction 1 (Page 187)
- Reinstate the Sewer Lift Station in baseyard \$30K (Page 187)
- SWTP GF Agreement Delivery– Pending invoice from GF, reduce & balance amount will be adjusted (Page 189)
- Vacancies (Page 190) – Revise 2602, Sr. Acct. Clerk was filled – Tess will remove.  
Water Meter Mechanic – fill at 50%  
Auto Mechanic I – fill at 60%; will recruit this fiscal year

Chair Dill mentioned that Engineering will be reviewed on Wednesday, May 20<sup>th</sup> at 8:00 am and CM on Thursday, May 21<sup>st</sup> at 8:00 am.

**F. ADJOURNMENT**

Chair Dill recessed the meeting at 12:00 p.m. and to reconvene on May 20, 2020 at 8 am with no objections.

Respectfully submitted,

Edith Ignacio Neumiller  
Commission Support Clerk

Approved,

Elesther Calipjo  
Secretary – Board of Water

# FINANCE COMMITTEE MEETING

Wednesday, May 20, 2020

Committee Members Present: Finance Committee Chair Lawrence Dill (*exited @ 9:11 a.m.*), Ka`aina Hull and Elesther Calipjo. Also present was Board Advisor Steven Kyono, Gregory Kamm & Troy Tanigawa

Staff Present: Marites Yano, Valentino Reyna, Dustin Moises, Bryan Wienand, Marcelino Soliz, Christine Ererita, Michael Hinazumi, Keith Aoki, DCA Mahealani Krafft, Jas Banwait

Chair Dill reconvened the meeting at 8:05 a.m.; with no objections.

## **E. NEW BUSINESS**

1. Draft Budget for Fiscal Year 2020-2021
  - a. Fiscal Year 2020 - 2021 – Draft Operating Budget
  - b. Fiscal Year 2020 - 2021 – Draft Capital Outlay Budget

### **Construction Management (CM)**

Construction Management Officer Mr. Dustin Moises gave a brief overview of CM. The CIP average budget is \$20M/year for CM projects. Last year completed projects included the Kōloa Well 16 A/B building improvements and Hanapēpē Booster Pump Replacement project. Projects in Hanapēpē Town for the waterline will be completed by December. Kapa`a Well No. 4 drill and test is in construction but a delay in the drainage system that is being worked out with Mr. Godwin Esaki. The contract from Paua Valley Tank was recently executed and construction starts in a few weeks. Kīlauea Maintenance Control Center (MCC) is in procurement for repairs. Kīlauea MCC will be executed this fiscal year and Kukuilono Tank will be procured by July/August; COVID-19 caused the delay. A future project for FY2021 is the Kalaheo A,B,C is in Water Plan 2020 combined into one contact at \$19.2M.

### **DISCUSSION:**

Mr. Hull commented regarding CM & Engineering and that the Board will be reviewing the expenditure of funds. The State & County will be looking construction of projects that stimulate the economy. The Department of Water (DOW) should not sit on funds for CM projects. He expressed that federal roadway projects should not be avoided to ensure a timely completion of projects. In the past, DOW was not able to keep up with roadway project timelines. Mr. Moises indicated that State projects does not factor funds into the fiscal budget. CM has combined private projects with the State, County and the Department's projects. There were staff turnover during the Puupai project and Opaeka Bridge but Department of Transportation projects were serviced timely. At times, the contractor met the pre-construction requirements.

Mr. Hull clarified there were issues with State and County projects have been a lot of delays in the DOW's review and asked if there was adequate staffing. Mr. Moises explained that prior to COVID-19, his staff was directed to get projects out within the due dates and to manage the workload. CIP construction delays were pushed out due to design delays on the Hanapēpē Bridge, Kapa`a Well No. 4, and Paua Valley Tank and one CM contact that could be pushed through. With CM and Engineering in separate divisions, at times getting projects have not been efficient. New projects should be spun up quickly. Mr. Moises was not pointing blame on Mr. Keith Aoki and Mr. Bryan Wienand but stated the facts because CM is last in the que process. Chair Dill heard that sometimes there are difficult items to check off the list before a pre-con meeting with contractors.

Specialty Inspection (Page 102) – will be re-procured for structural as needed for tanks, and Kalāheo A, B, C, for \$50,000.

Kalāheo Water System Project (page 110) – project is ready to be advertised. Design plans are done and Engineering will complete the State Revolving Fund (SRF) conversion process to get a low interest loan to cover the balance above State funding that simplifies the rate study. This will be done in 2-3 months. The Department can be eligible for Federal stimulus monies called “100% Subsidation.” The State legislature funds available is \$10.2M and BAB funds would be used at \$6M (Page 114). Mr. Moises would take out the BAB fund, then with SRF stimulus money, go back to BAB and Water Utility. Engineering already received the legislature funds and are waiting on Department of Health or SRF.

Kīlauea MCC (Page 110) - \$3.755M will be rolled over which may not be encumbered this year by June 30, 2020; this is pushed back for new bidders.

Kukuiolono Tank Demo (Page 110) – there were no bidders earlier this year. Specs were redone and bids will go out ASAP.

Vacancy (Page 190) – Actively recruiting for CE V. Mr. Moises mentioned that the five year rate study will project the future staffing. Chair Dill would not want constituents or the rate payer to find out money was turned away because there was no in-house staff resources or to turn away applications. Mr. Moises agreed to not turn away stimulus money. The possibility to reorganize Engineering would streamline projects. Mr. Wienand encouraged the Board and Department to review the actual money spent the last several year compared to the total salaries & wages budget to trim this total.

CM “As Needed” (Page 101, 102) – Mr. Tanigawa discussed the Puupai Bridge project (FY2017-2018 to 10/2019). He asked what kept the CM contractors to initiate review and to get a pre-con meeting sooner? Mr. Moises explained that there were COK requirements that were pending prior to the pre-con while CM had no staff and turnover. SFM was the “as needed” contract that was allocated to the Kapa‘a Well No. 4 and Kōloa Well No. 16 projects. R.M. Towell’s fund was allocated to the Hanapēpē water line project. Going forward, contractors are starting earlier on requirements to meet their deadlines. Mr. Tanigawa requested getting submittals early and information to the contractor would help move projects along and to improve the process.

*Chair Dill exited the meeting at 9:11 a.m.*

#### Action Items for Construction Management (CM)

- Timely completion of roadway projects.
- KH requested a robust discussion on Engineering and CM & projects need to move forward.
- Proposed changes on contracts or new positions to be sped up ASAP.
- CM Pre Con checklists – Move projects forward. Get checklists early to contractors. Improve process & avoid delays. Chair Dill will discuss this matter with Dustin later. Dustin will also speak to Engineer Takara Kunioka and work with Keith A. on water notes.
- Travel budget - cut 60% & identify
- Vacancies – CE V- Recruiting; Fill at 50% & hire ASAP (Page 190)
- Tess to add date of vacancy in last column of draft budget. If not filled more than 1 year, cut.
- Chair Dill and Tess will have a follow up meeting regarding the salaries and wages (Page 190-191).

**F. ADJOURNMENT**

Mr. Hull recessed the Finance Committee meeting at 9:16 p.m. and would be reconvened on May 21, 2020 at 8 am with no objections.

Respectfully submitted,

Approved,

Edith Ignacio Neumiller  
Commission Support Clerk

Elesther Calipjo  
Secretary – Board of Water

DRAFT

# FINANCE COMMITTEE MEETING

Thursday, May 21, 2020

Committee Members Present: Finance Committee Chair Lawrence Dill, Ka`aina Hull and Elesther Calipjo. Also present was Board Advisor Steven Kyono, Gregory Kamm & Troy Tanigawa (joined @ 8:30 a.m.)

Staff Present: Marites Yano, Keith Aoki, Marcelino Soliz, Michael Hinazumi, Bryan Wienand, Eddie Doi, Valentino Reyna, Dustin Moises, Christine Erorita, Jas Banwait, DCA Mahealani Krafft, Mary-jane Akuna (joined approx. 10 am)

Chair Dill reconvened the meeting at 8:10 a.m.; with no objections.

## **E. NEW BUSINESS**

1. Draft Budget for Fiscal Year 2020-2021
  - a. Fiscal Year 2020 - 2021 – Draft Operating Budget
  - b. Fiscal Year 2020 - 2021 – Draft Capital Outlay Budget

## **Engineering**

Civil Engineer Mr. Keith Aoki reported that there are a total of five positions. Two current positions are filled in charge of all DOW design and private projects. Currently the Water System Standards are being updated. County and Department of Transportation projects are prioritized and Engineering agreed to work faster on the designs. Mr. Hull suggested that plan review should not be a barrier.

## **DISCUSSION:**

Mr. Dill mentioned that various cuts would be in travel and staffing. Engineering needs to look at open ended contracts. Mr. Hull clarified that vacant positions that are vacant over one year would be cut. Engineering has the challenge of attracting qualified applicants to fund the vacant position.

Professional Services (Page 88) – The Department requested State aid for the Baseyard Master Plan for phase 1 design.

Wailua Homesteads Granulated Activated Carbon (GAC) is mandated by the Department of Health. GAC filters out mercury from water in wells and DOH requires the Department to evaluate the GAC unit (a new request). This supports Water Quality.

The University of Hawai'i (UH) Experimental tank is contingent on the Department in getting land rights from UH to move forward with the design.

Mānoa Stream, Water Line Repairs – Negotiations have not been done with the consultant. Mr. Aoki requested to add \$130,000 for FY 2020-2021.

*Mr. Tanigawa joined the meeting at 8:30 a.m.*

Open ended budget contracts for Engineering Services was increased for FY2021. Mr. Hull suggested to \$1 funded vacant positions and allocated salaries could be moved to open ended contracts and doubled. Engineering Services will be encumbered this fiscal year.

Mr. Wienand commented that funding was included in the Baseyard Master Plan as the preliminary Engineering report and funding for full design and flagged for the Board's consideration. If funds are received and used from the legislature, the Department would front the money for the design contract, and the Department would be reimbursed by the State. If the Department does not receive funds from



the legislature, it would inflate the budget and could be taken out. Mr. Dill suggested to add a budget proviso that requires the Department to not spend those funds unless State funds are confirmed to cover the cost; if taken out, the Department can come back to the Board. Mr. Aoki confirmed that the legislature will need a copy this line item in the budget for \$1.6M.

Mr. Hull urged Mr. Aoki to have remote interviews or teleconference for the CE II position.

Kapa'a Well No. 4 (Esaki project), (Page 95) - \$450,000 could be trimmed (under FRC & does not affect operating fund); PER is \$100,000. Mr. Doi indicated there is progress on this project and the soliciting for a real estate appraisers to get onto the property.

#### Action Items for Engineering

- KH - suggested to split Engineering & CM due to inefficiencies; possible reorganization.
- Permit review should not be a barrier.
- Review open ended contracts in current budget; Add \$50,000 to = \$100,000
- Travel & expenses – cut 60%, remove travel not necessary for 1 year.
- Granulated Activated Carbon (GAC) – Add \$130,000 (Page 88)
- Mānoa Stream water line project – Add \$130,000 (Page 88)
- Pursue grant funding from legislature & confirm; take funding out from the budget. Project will be shown on budget; will be provided to legislature. Baseyard Master plan – Tess will correct grant funding amount to \$1.6K not \$160K (Page 88)
- AWWA Travel & conferences – cut to 0 (Page 92)
- Meeting Supplies – reduce to 60% (Page 93)
- Chair Dill – Requested a separate line item for Travel in Admin. Board Advisor to approve from Admin. Budget to meet the 60% reduction (Page 92)
- Paua Valley Tank Repair (testing for PCB) – add \$85,000 (Page 94)
- Mānoa Stream Line Repairs – add \$250K (Page 94)
- Vacancies (Page 190) - \$1.00 fund all positions
- 2358 CE V - \$1 fund; 2458 CE II – keep at 90%; 2468 & 2355 (vacant CE V) – Tess to correct salary (same step by diff. salaries)
- Chair Dill – \$1 funded positions do not have to come back to the Board; pull fund from Department wide positions. Proceed with virtual interviews for CE II; continue to recruit to CE V.

Total funded vacant positions = \$1.3M; Benefits approx. \$2M

#### Fiscal Review

Mrs. Yano presented the reduction on the budget made from yesterday's Finance Committee meeting. Projected Fund Balance at the end of the fiscal year – Operating Expenses is \$28M and with partial revisions and was down to \$28.4M. Chair Dill asked why the Estimated Ending Balance went up instead of going down? Revenues went down to \$31.5M from \$32.7M. From FY2019 Actuals in April, water sales was reduced by 22% or 71.8 million gallons in water consumption. The total YTD = 86% over the total projected water consumption. May and June water sales were used in April with an estimated water usage of 3.87 billion gallons of annual consumption. The first 10 months = 86%; last 2 months = 14% with a total reduction of 6.5%. This percentage was matched on the dollar YTD water sales. Projected salaries came out to \$26M. Mrs. Yano mentioned this trend is too aggressive and suggested a conservative approach with a projection of \$22.9M in water sales instead of water consumption.

Projected water sales = \$26M for FY2020

If sales remains the same for the next 12 months for FY2021, April's sales = 7%

12 months was used to calculate the monthly average sales the next 12 months = \$22M assuming a flat water sales. 3% was used as possible adjustment = \$22.9M projected water sales.

## **DISCUSSION:**

Chair Dill mentioned FY2019 actual water sales showed \$27.959M; FY2020 is YTD \$23.316M. Water sales projections were \$1.86M per month for residential (April, May, June; actuals used for May & June). Mrs. Yano indicated that the Department can't depend on projection based on the historical trend of due to the COVID pandemic without the hotels and major commercial entities on the island for the next two months. For 2020 = \$26.294M at the end of this fiscal year divided by 12 = \$2.191M was the average. \$1.8M = 7% revenues; 7% x 12 = 85% for FY2021. July/August water usages will increase and would not be shown this fiscal year due to the pandemic. A 3% adjustment was also added to the calculation = \$23M for FY2021. Mr. Hull agreed this is conservative along with the Reserve Fund for Board Policy No. 31.

Water Consumption for April: Commercial down 33%, hotels down 43%, low rise residential down 44%, resorts down 49% & State government down 40%.

Summary - Projected adjusted revenues and adjusted revised projected operating expenses.

Baseyard Master Plan – includes \$160K and \$1.1M was kept.

Kalāheo/Yamada Tank Project – showed all expenses and anticipating State funds. Projected this year is \$4.5M (1<sup>st</sup> yr.) that the State would release FY2020; Fiscal has not submitted any requests until the Department starts the project or pays the project; spent money could be reimbursed by a request. Mr. Wienand explained that the State grants is \$10.2M to be received from the State which is a two multi-year appropriation. The difference is \$9M an actual expense to the Department. The projects receiving State funds are Kalāheo \$2.2M, Kilauea \$1.3M, Waimea \$1M which on the Capital Improvement Project (CIP) list. Mrs. Yano added that the Department has to front money to award contracts. Mr. Dill suggested separating the Operating Budget from Capital Budget that may have ramifications which Mrs. Yano agreed for the next budget year.

### **Admin. Changes**

Deleted Insurance & Bonds - \$150,000

Delete Board Approved Claims - \$40,000

Deleted Subscription West Law – \$1,200

Admin. Travel & Per Diem – \$100,000 – Chair Dill & Mr. Hull agreed to create a single line item in Admin. not to exceed 40% of all originally proposed travel related expenses. Delete all travel & expenses from every division's budget.

Registration & Seminars – Travel includes off island & on-line workshops for registration.

Made Place holder – Reduce to \$5,000. Chair Hull suggested to leave the budget in for travel at 60% in each division and reduce remaining travel budget to 40% in Admin. to be approved case-by-case by the Board or Board Advisor Mr. Steven Kyono.

Mrs. Akuna will refine travel and non-travel registration fees to be cut by 60% except for the mandated travel for the Manager regarding Act 192 Section 5. Act 192 does not require registration (only in the Travel & Per diem budget). Act 192 for travel is inter-island was enacted by the State legislature for the Manager to participate. Meeting expense affects travel and non-travel related expenses for registration. Mr. Wienand added that Fresh Water Council would probably be digital and was not mandated but requested by the State. He suggested that the Department continue to participate. Mr. Hull did not want to keep the mandated travel but to cut it at 60%. Mr. Dill recommended to keep the Act 192 mandated conferences in the budget and include in the 40% calculation with an overall cut of 60% in Admin's. budget (all travel & travel related registration, per diem). (Page 56)

Mr. Hull strongly suggested that the draft budget and the Baseyard Master Plan needs to have a full discussion with the Board and did not expect action at the June Board meeting. Chair Dill suggested to leave in the Baseyard Master Plan in the budget but the Board could decide to leave in this in or take it out of the budget after Board discussion. Mrs. Yano would provide an overall summary on the travel budget and final draft to be sent to the Finance Committee and Board before the June meeting.

### **IT Changes**

Repairs & Maintenance – Other than Water System (Page 61) - From the last Finance Committee meeting some IT budget was moved to Fiscal, Water Resources, Operations, and Construction Management. Total budget = \$458,900 was cut to \$90,700.

Beacon subscription fee – moved to Billing – cut \$9,000 to \$39,200

Meeting expense for IT cut to \$1,500

Unencumbered portion of \$295,000 was added that would roll over to the next fiscal year for the Share Point upgrade.

Water Quality (WQ) – Moved a budget line item CMPD to WQ.

Fund Projections - Ending balance 6/30/2021:

Projected ending in the Water Utility Fund = \$6.8M

Facilities Reserve Charge - \$700,000

Bond Fund – If the Kalāheo project spends \$6M with a balance of \$117,000

### **Action Items on Fiscal, Admin & IT**

Consider separate operating budget from capital budget in the next budget year. Consultants to look at policies.

- Travel – Place hold & reduce to \$5,000 if the travel is on island or not.
- Cut mandated travel to 60%; then cut mandated travel to 40% on Admin. Budget (new line item)
- Tess to do an overall reduction for the Finance Committee on Fri. 5/22. This would be Received for the Record.
- Baseyard Master plan – leave in for discussion with the full Board.
- Final draft budget recap will be sent to the Finance Committee and Board before the May 28<sup>th</sup> Board meeting.
- IT – Auto Cad licenses to be left in IT to support other divisions.

### **F. ADJOURNMENT**

Chair Dill adjourned the Finance Committee meeting at 10:25 a.m.; with no objections.

Respectfully submitted,

Approved,

Edith Ignacio Neumiller  
Commission Support Clerk

Elesther Calipjo  
Secretary – Board of Water

PUBLIC HEARING MEETING MINUTES  
BOARD OF WATER SUPPLY  
**Tuesday, May 27, 2020**

The Board of Water Supply, County of Kaua'i, had a Public Hearing via remote on Tuesday, May 27, 2020. Chairperson Kurt Akamine called the meeting to order at 4:34 p.m. On roll call, the following answered present:

**BOARD:** Mr. Kurt Akamine, *Chair*  
Ms. Julie Simonton, *Vice Chair*  
Mr. Gregory Kamm  
Mr. Lawrence Dill  
Mr. Kaaina Hull  
Mr. Troy Tanigawa

**EXCUSED:** Mr. Elesther Calipjo (*not able to log on*)

Quorum was achieved with 6 members present at the time of roll call.

**STAFF:** Mr. Dustin Moises  
Mr. Michael Hinazumi  
Mr. Edward Doi  
Mrs. Marites Yano  
Mr. Marcelino Soliz  
Mr. Keith Aoki  
Mrs. Jonell Kaohelaulii  
Mrs. Mary-jane Akuna  
Mr. Jas Banwait  
Deputy County Attorney Mahealani Krafft

Copies of the proposed rule amendments were posted and published. With no objections, the Chair summarized the rule changes for the public.

“This public hearing today, May 27, 2020, is for the Board to receive and consider public testimony regarding the proposed amendment to the Rules and Regulations of Part 5 FACILITIES RESERVE CHARGE SECTION III APPLICABILITY.”

Clerk:

- a. Stated that no recorded testimonies or written testimonies received as of 4:30 pm Tuesday, May 26th.
- b. Asked if the Department has a presentation on its findings of the Proposed Rules.

**BACKGROUND:**

Civil Engineer Mr. Michael Hinazumi reported that the County of Kaua'i (COK) has a housing crisis to provide water. The COK amended the Kaua'i County Code to provide additional housing inventory. This code allows guest houses to include a kitchen used a dwellings and created Additional Rental Units (ADU) which are limited in size. Guest housing are limited to 500 sq. ft. and ADUs are limited to 800 sq. ft. The Department's Rules and Regulations were not able to address the sizing of the units, FRC and water consumption. The Board of Water moved forward with a proposed rule amendment to regulate the FRC for the size limited housing units.

At the December 19, 2029 Regular Board meeting, Department was requested to proceed with the rule amendment. The Department met with the Small Business Regulatory Review Board (SBRRB) at its January Board meeting on O'ahu. SBRRB gave the Department to go ahead to move this rule amendment to public hearing. The current existing rules are for any single family dwelling unit not defined by size, the FRC that include guest houses with kitchens and ADUs, would be assessed \$14,115.00. An in-house review was similar to multi-family condo units and at that time, the FRC for guest houses and ARUs be reduced from \$14,115.00 to \$9,880.00.

**DISCUSSION:**

Mr. Kamm asked if there was math that supports the calculation. Mr. Hinazumi said math on the multi-family housing units are about 500 sq. ft. to 700 sq. ft. per unit. The ARUs are sized at 800 sq. ft. The rate study done several years ago, supporting documents were provided on the size of the units.

Mr. Dill wanted a confirmation on both categories with one kitchen and if water fixtures be similar in bedrooms. Mr. Hinazumi confirmed that all units were limited to one kitchen and one bathroom that are similar to multi-family units.

Mr. Hinazumi clarified that after this proposal, the Department will be doing a future needs assessment soon. Different residential housing using will be looked at and FRC may be further adjusted. A solicitation for professional service will be out on June 1<sup>st</sup>.

Mr. Hinazumi will check with Fiscal on Mr. Hull question on what is the annual revenue on the residential FRC?

Mr. Hull moved to approve the Rules and Regulations of Part 5 FACILITIES RESERVE CHARGE SECTION III APPLICABILITY; seconded by Mr. Dill; with no objections; motion carried with 5 ayes by Roll Call (AK, GK, LK, KH, TT).

**ADJOURNMENT**

Mr. Hull moved to adjourn the Public Hearing at 4:46 p.m.; seconded by Mr. Dill; with no objections; motion carried with 5 ayes.

Respectfully submitted,

Edith Ignacio Neumiller  
Commission Support Clerk

Approved,

Elesther Calipjo  
Secretary – Board of Water

# Old Business

# DEPARTMENT OF WATER

County of Kaua'i

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

## MANAGER'S REPORT No. 20-41 (*Update*)

June 25, 2020

Re: Waiahi Surface Water Treatment Plant Renovation Construction Cost Progress Report

### **RECOMMENDATION:**

No action necessary, for Board review and discussion purposes only.

**FUNDING:** NONE

### **BACKGROUND:**

As requested by the Board of Water during its January 24<sup>th</sup> and February 28<sup>th</sup> Regular Board meeting, the Board requested the Department to include the monthly updated on the status of payments and sufficient detail in accordance of the project's budget to Grove Farm of the Waiahi Surface Water Treatment Plant upgrades.

BW/ein

Attachment(s): 1. Waiahi Surface Water Treatment Plant Renovation Construction Cost Progress Report, June 15, 2020

Mgrrp/June 2020/20-41/Waiahi Surface Water Treatment Plant Renovation Construction Cost Progress Report (06-15-20):ein

**Waiahi WTP Renovation  
Maintaining 3.0 MGD  
Construction Costs**

**EXHIBIT 1**

Item No.	Qty.	Unit	Cost Per Unit	Description	Total Cost Estimate	Grove Farm Total (2/3) 33.33%	BWS Total (2/3) 66.67%	BWS Total Amount Due to Date (\$)	BWS Amount Paid to Date (\$)	Estimate Total to Date (% Line Item)	All Payments Received by Grove Farm within 15 days?
<b>SITEWORK<sup>1</sup></b>											
1	1	LS	\$100,000	Mobilization & Demobilization	\$100,000	\$33,333	\$66,667	\$0	\$0	0.00%	N/A
2	1.44	Acre	\$14,876	Clearing & Grubbing, including demolition of existing shed at Off-site Detention Basins, in place complete	\$21,421	\$7,140	\$14,281	\$0	\$0	0.00%	N/A
3	4151	CY	\$30	Excavation, in place complete	\$124,530	\$41,510	\$83,020	\$0	\$0	0.00%	N/A
4	2673	CY	\$15	Embankment, in place complete.	\$40,095	\$13,365	\$26,730	\$0	\$0	0.00%	N/A
5	1	LS	\$11,950	Erosion Control, including temp silt fence, temp wheel wash area, temp ground cover & erosion control fabric	\$11,950	\$3,983	\$7,966	\$0	\$0	0.00%	N/A
6	16	SY	\$450	Rip-rap Lined Embankment Swale, in place complete	\$7,200	\$2,400	\$4,800	\$0	\$0	0.00%	N/A
7	956	LF	\$80	Chain Link Fence, including warning signs, in place complete	\$76,480	\$25,493	\$50,987	\$0	\$0	0.00%	N/A
8	1	EA	\$2,500	Chain Link Gate, 18' Wide X 6' High at Off-site Detention Basins, in place complete.	\$2,500	\$833	\$1,667	\$0	\$0	0.00%	N/A
9	1	EA	\$1,000	Chain Link Pedestrian Gate, 30" Wide X 6' High at Drain/Reject Water Pump Station, in place complete	\$1,000	\$333	\$667	\$0	\$0	0.00%	N/A
10	2434	SY	\$80	Asphalt Concrete Pavement, including base course, in place complete	\$194,720	\$64,907	\$129,813	\$0	\$0	0.00%	N/A
11	1055	LF	\$55	Concrete curb, in place complete	\$58,025	\$19,342	\$38,683	\$0	\$0	0.00%	N/A
12	1321	LF	\$45	Concrete header, in place complete	\$59,445	\$19,815	\$39,630	\$0	\$0	0.00%	N/A
13	8	EA	\$250	Concrete drop curb, in place complete	\$2,000	\$667	\$1,333	\$0	\$0	0.00%	N/A
14	13	EA	\$800	Bollards, in place complete.	\$10,400	\$3,467	\$6,933	\$0	\$0	0.00%	N/A
15	2	EA	\$500	Ring Buoy, including pipe stand, in place complete	\$1,000	\$333	\$667	\$0	\$0	0.00%	N/A
<b>YARD PIPING<sup>1</sup></b>											
1	1	LS	\$58,000	Pre-lube Line for Existing Reservoir Intake Pumps, including fittings and appurtenances, in place complete	\$58,000	\$19,333	\$38,667	\$0	\$0	0.00%	N/A
2	1	LS	\$123,000	Flocculation Tank Inlet Line, including fittings, valves, and appurtenances, cutting, removing and relocating	\$123,000	\$41,000	\$82,000	\$0	\$0	0.00%	N/A



**Waiahi WTP Renovation  
Maintaining 3.0 MGD  
Construction Costs**

**EXHIBIT 1**

Item No.	Qty.	Unit	Cost Per Unit	Description	Total Cost Estimate	Grove Farm Total (2/3) 33.33%	BWS Total (2/3) 66.67%	BWS Total Amount Due to Date (\$)	BWS Amount Paid to Date (\$)	Estimate Total to Date (% Line Item)	All Payments Received by Grove Farm within 15 days?
3	1	LS	\$29,000	Drainline "A", including connection to existing drain manholes & modifications to existing DMH "A-2"	\$29,000	\$9,667	\$19,333	\$0	\$0	0.00%	N/A
4	1	LS	\$150,000	Drainline "B," including headwall with ungrouted rip rap, & drain manholes, in place complete	\$150,000	\$50,000	\$100,000	\$0	\$0	0.00%	N/A
5	1	LS	\$24,000	Drainline "C", including headwalls, in place complete	\$24,000	\$8,000	\$16,000	\$0	\$0	0.00%	N/A
6	1	LS	\$130,000	Force Mains "A", "B" & "C", including fittings, valves & appurtenances, & concrete blocks	\$130,000	\$43,333	\$86,667	\$0	\$0	0.00%	N/A
7	1	LS	\$69,182	Off-Site Detention Basin Inlet & Outlet Lines, including residuals discharge connection	\$69,182	\$23,061	\$46,121	\$0	\$0	0.00%	N/A
8	1	LS	\$28,302	Residuals Discharge Lines "A" & "B", including fittings, valves & appurtenances & concrete blocks	\$28,302	\$9,434	\$18,868	\$0	\$0	0.00%	N/A
9	1	LS	\$75,472	Residuals Drying Beds Inlet Lines, including fittings, valves & appurtenances, concrete blocks	\$75,472	\$25,157	\$50,315	\$0	\$0	0.00%	N/A
<b>STRAINER SYSTEM<sup>1</sup></b>											
1	1	LS	\$120,000	16" Automatic Backwashing Strainer, including removal & disposal of ex. strainer, drain & backwash lines	\$120,000	\$40,000	\$80,000	\$0	\$0	0.00%	N/A
<b>PUMP GALLERY IMPROVEMENTS<sup>1</sup></b>											
1	1	LS	\$5,000	Liquid Level Sensor Alarm System, in place complete	\$5,000	\$1,667	\$3,333	\$0	\$0	0.00%	N/A
2	1	LS	\$5,000	8" Butterfly Valve on Permeate Line to Backpulse Tank, in place complete	\$5,000	\$1,667	\$3,333	\$0	\$0	0.00%	N/A
3	1	LS	\$10,000	Replace Existing Membrane Tank Level Transmitters. (Transmitters furnished by SUEZ. See Bid Item G-1.)	\$10,000	\$3,333	\$6,667	\$0	\$0	0.00%	N/A
4	1	LS	\$10,000	Combined Permeate Turbidimeter, including sampling line & revisions to sample drains & control wiring	\$10,000	\$3,333	\$6,667	\$0	\$0	0.00%	N/A
<b>DRAIN/REJECT WATER PUMP STATION<sup>1</sup></b>											
1	1	LS	\$44,025	Drain/Reject Water Pump Station Concrete Wet Well & Pipe Support, including structural excavation	\$44,025	\$14,675	\$29,350	\$0	\$0	0.00%	N/A

**Waiahi WTP Renovation  
Maintaining 3.0 MGD  
Construction Costs**

**EXHIBIT 1**

Item No.	Qty.	Unit	Cost Per Unit	Description	Total Cost Estimate	Grove Farm Total (2/3) 33.33%	BWS Total (2/3) 66.67%	BWS Total Amount Due to Date (\$)	BWS Amount Paid to Date (\$)	Estimate Total to Date (% Line Item)	All Payments Received by Grove Farm within 15 days?
2	1	LS	\$69,182	Drain/Reject Water Pump System, including liquid level sensor, transducer, pump accessories, access hatch	\$69,182	\$23,061	\$46,121	\$0	\$0	0.00%	N/A
3	1	LS	\$62,893	Drain/Reject Water Piping, including fittings, valves & appurtenances, & connection to existing drain line	\$62,893	\$20,964	\$41,929	\$0	\$0	0.00%	N/A
<b>MEMBRANE UNIT REPLACEMENT<sup>2</sup></b>											
1	1	LS	\$1,015,545	Membrane Unit Upgrades by SUEZ, all in accordance with SUEZ's proposal dated 9/6/2019.	\$1,015,545	\$338,515	\$677,030	\$638,038.48	\$638,038.48	94.24%	Yes
2	1	LS	\$160,941	Installation of Membrane Unit Upgrades by SUEZ, in place complete. Aqua Engineers, proposal dated 9/16/2019	\$160,941	\$53,647	\$107,294	\$0	\$0	0.00%	N/A
3	1	LS	\$0	Taxes & Additional US Customs Duty Fees, in accordance with SUEZ's proposal	\$0	\$0	\$0	\$0	\$0	0.00%	N/A
<b>LINER FOR OFF-SITE DETENTION BASINS<sup>1</sup></b>											
1	1	LS	\$119,497	Liner for Off-Site Detention Basins, including geotextile fabric, anchoring battens & trenches	\$119,497	\$39,832	\$79,665	\$0	\$0	0.00%	N/A
<b>PORTABLE PUMP FOR RESIDUALS TRANSFER<sup>3</sup></b>											
1	1	LS	\$41,024	Portable Pump for Residuals Transfer, including wheel kit & hoses, in place complete.	\$41,024	\$13,675	\$27,349	\$0	\$0	0.00%	N/A
<b>GENERATOR BUILDING<sup>1</sup></b>											
1	1	LS	\$350,000	Generator Building	\$350,000	\$116,667	\$233,333	\$0	\$0	0.00%	N/A
2	1	LS	\$300,000	Emergency Generator System	\$300,000	\$100,000	\$200,000	\$0	\$0	0.00%	N/A
3	1	LS	\$28,000	Painting and Coating	\$28,000	\$9,333	\$18,667	\$0	\$0	0.00%	N/A
<b>ELECTRICAL WORK<sup>1</sup></b>											
1	1	LS	\$493,192	Electrical Work, in place complete.	\$493,192	\$164,397	\$328,795	\$0	\$0	0.00%	N/A

**Waiahi WTP Renovation  
Maintaining 3.0 MGD  
Construction Costs**

Item No.	Qty.	Unit	Cost Per Unit	Description	Total Cost Estimate	Grove Farm Total (2/3) 33.33%	BWS Total (2/3) 66.67%	BWS Total Amount Due to Date (\$)	BWS Amount Paid to Date (\$)	Estimate Total to Date (% Line Item)	All Payments Received by Grove Farm within 15 days?
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Summary for June, 2020 Board Meeting

	Total Cost Estimate	GF Total 1/3 (33.33%)	BWS Total 2/3 (66.67%)	BWS Total Amount Due to Date (\$)	BWS Total Amount Paid to Date (\$)	Estimate Total to Date (% of total project)	All Payments Received by Grove Farm within 15 days?
<b>Project Total Estimates =</b>	\$4,232,021	\$1,410,674	\$2,821,347	\$638,038.48	\$638,038.48	22.61%	Yes

**DOW NOTES**

\*Payments due within 15 days of receipt of invoice.

\*DOW will not be withholding 5% retainage.

# DEPARTMENT OF WATER

County of Kaua'i

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

## MANAGER'S REPORT No. 20-54

June 25, 2020

Re: Discussion and Possible Action to Approve the Proposed Operating and Capital Budget for Fiscal Year 2021 (*Update*)

### **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 ending 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 budgets 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. It is estimated that the total water consumption for FY 2020 will be down to three-point seven billion gallons (3.7 bg) and FY 2021 will be

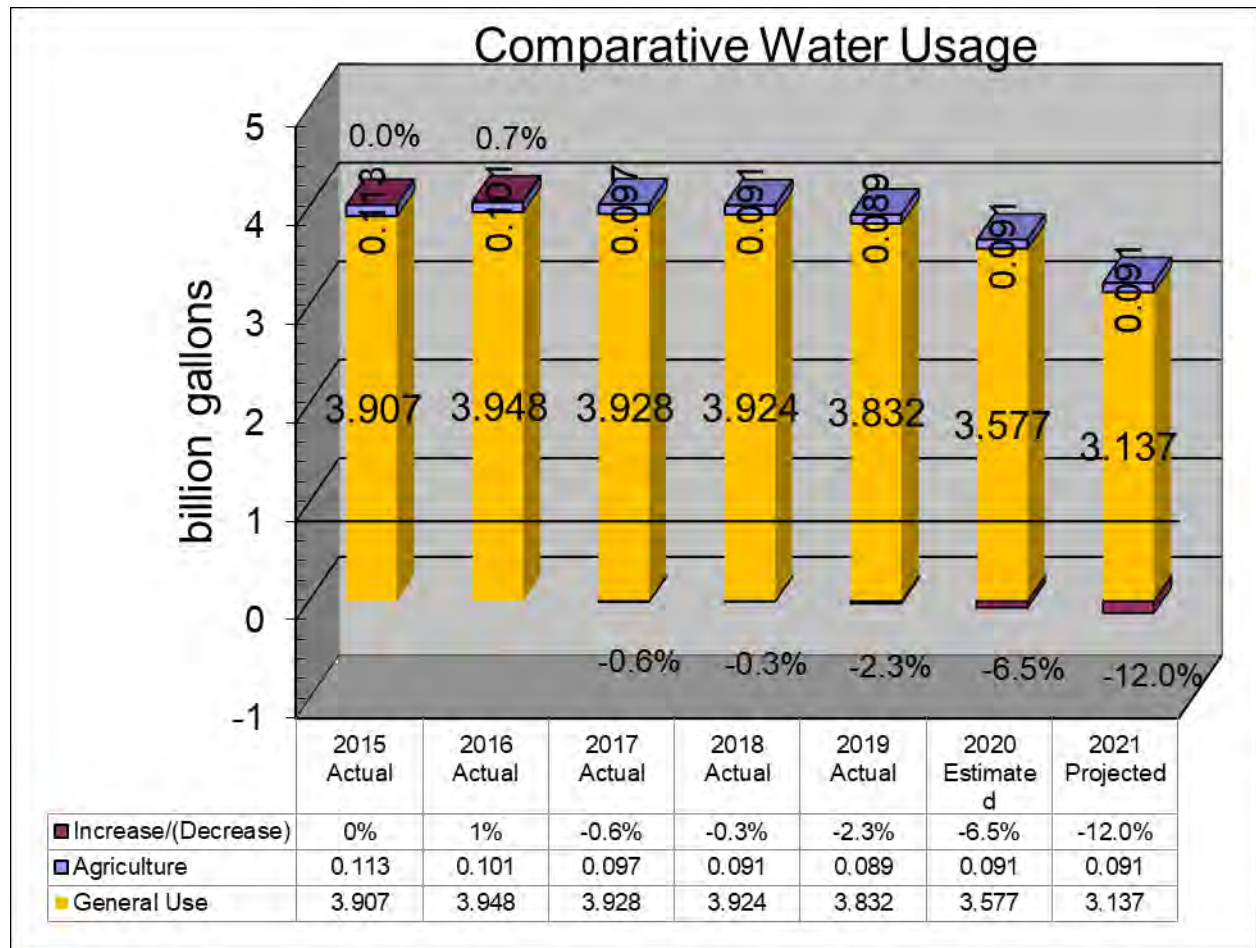
further down to 3.2 billion gallons based on the data collected from our year to date water consumption as of April, 2020 and the impact of COVID-19 pandemic that swept the economy worldwide.

The DOW's proposed budget projects a twelve percent (12%) decrease in water sales for FY 2020-2021. An analysis of the fiscal year (FY) to date water consumption as of April, 2020 returned a six and a half percent (6.5%) estimated decrease in water consumption for the fiscal year ending, June 30, 2020. This decline in water usage started with a 7% decrease each month during the months of February and March, 2020 and a sharp decline of 22% during the month of April, 2020. It was noted that the decline coincided with the global emergency declaration of COVID-19 pandemic on January 30, 2020 and consequently, the State of Hawaii's issuance of the first quarantine restrictions to cruise ships on February 5, 2020. Total water consumption continued to decline as emergency lockdowns, quarantine and travel restrictions were imposed which forced all non-essential services to shut down.

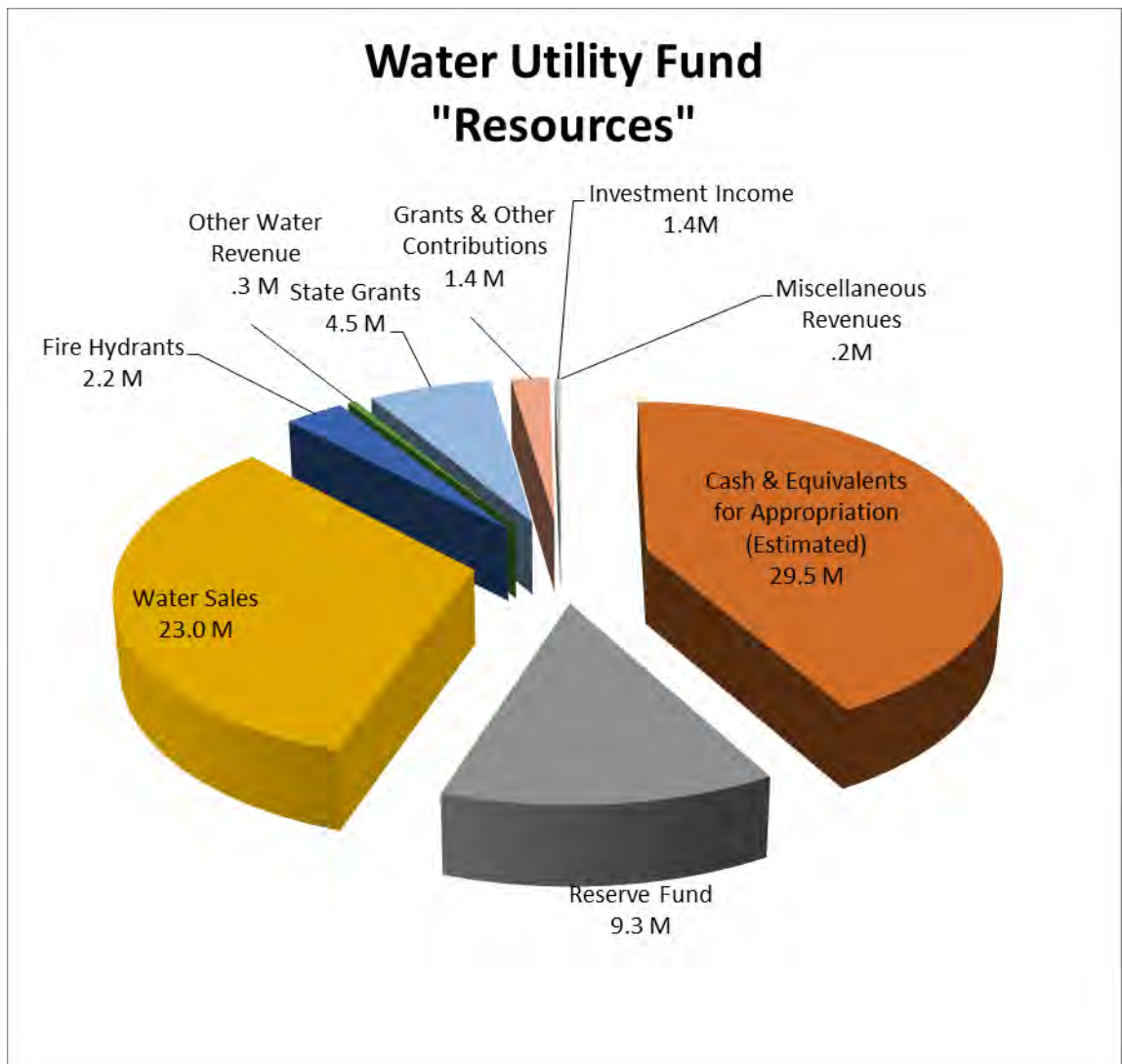
This decline is expected to continue due to COVID-19 pandemic because majority of businesses in the travel and tourism industry such as hotels and condominium resorts were forced to reduce their operations or shut down completely. Although the government is slowly allowing small businesses to re-open their operations to the public, hotels and condominium resorts remain closed which comprised majority of the top water consumers. In light of inadequate information as to the reopening schedule of these major businesses, the projected water usage is flat for the twelve-month period or 12% decrease in comparison with the FY 2020's estimated total billed water usage.

The DOW's current water rate charges are based on the last water rate increase implemented on July, 1, 2014. There's no projected water rate increase in FY 2021 because the DOW's ongoing water rate study has been deferred due to the pending fiscal policies that are being worked on by the department. There have not been any rate increases since FY 2014.

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 RESOURCES – WATER UTILITY FUND: \$70,318,743**



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

**1. Beginning Balance - Available Resources - \$38,755,743 (estimated).**

The DOW's available resources from Cash, Investments and Accounts Receivable as of May 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 Fund of \$9.3M.

## **2. Operating Revenues \$31,563,000 (projected).**

- 2.1 **Water Sales - \$22,993,488** projected water sales accounts for seventy-three percent (73%) of the projected revenues and receipts in FY 2021.

The water sales projection for FY 2021 is \$5 million (M) lower than the actual revenues collected in FY 2019 and \$3.2 M lower than the FY 2019-2020 budget. Using the most current data of water consumption as of April, 2020 and estimating the same monthly consumption as April for the remaining two months of May and June, the total fiscal year to date water consumption may result in a cumulative decrease of six and one half percent (6.5%) as compared to the last FY 2019. Typically, the 6.5% decrease would be a factor in projecting the FY 2021 water consumption but this 6.5% decrease does not represent the normal trend of our water consumption because the decline was due to the COVID-19 pandemic crises that swept the economy worldwide. With a lot of uncertainties, the historical trends can no longer be applied to project the next FY water consumption so the most conservative approach was undertaken. The April month's water sales was at its lowest so this same data was multiplied by twelve months to project the FY 2021 water sales. The result in comparison to FY 2019 actual sales and FY 2020 estimated sales is equal to 18% and 12% decline respectively.

- 2.2 **Revenue from Public Fire Protection - \$2,174,298.** 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**

- 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 - \$4,500,000.** 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.

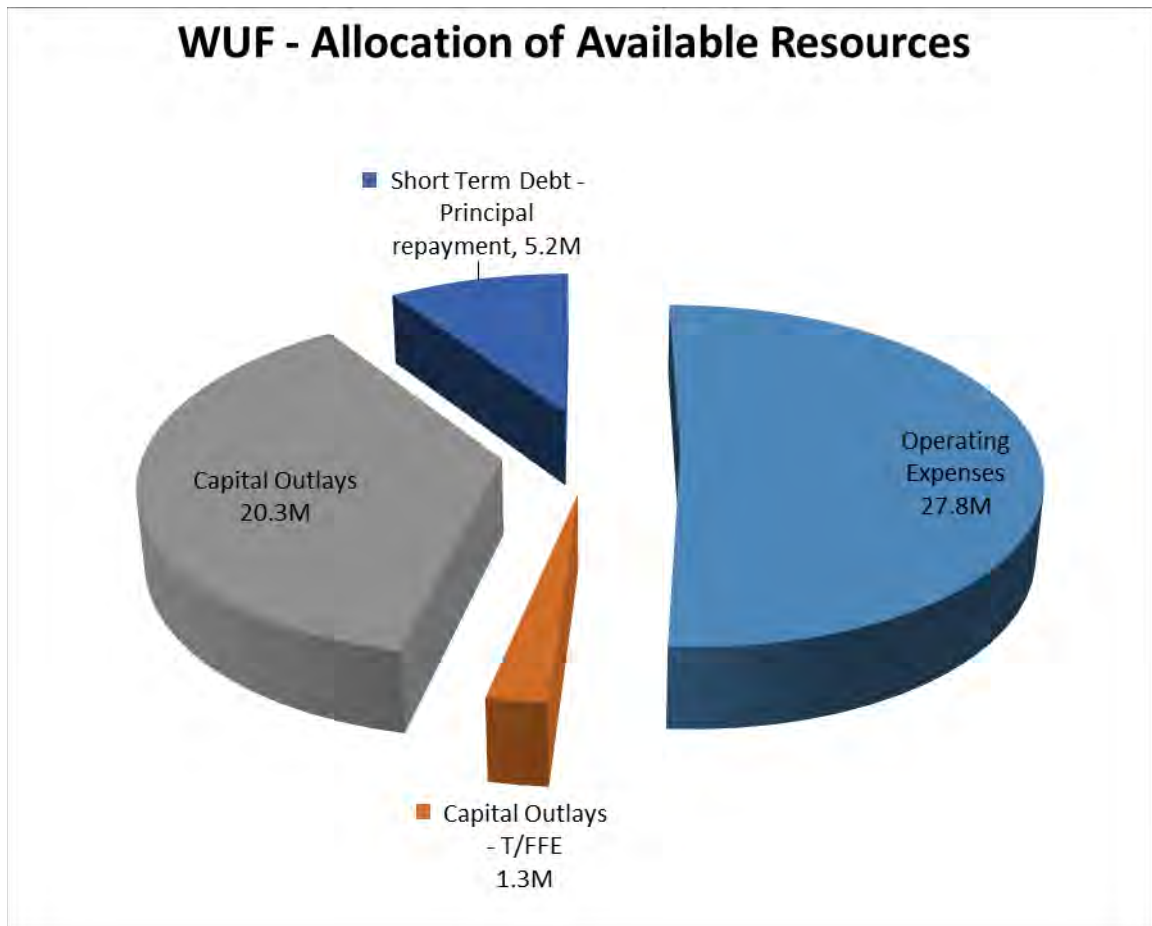
- 2.6 **Investment income - \$200,000.** The DOW maintains its investments through the County of Kauai's pooled investment portfolio. The investment income is projected based on net interest income and fair value adjustments of the total DOW investment portfolio.

- 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. As of 7/1/2020, FRC Fund has an estimated net available balance of \$1,291,280 plus the total projected FRC receipts of \$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 \$1,256,571 in projected remaining funds. There’s no transfer to WUF proposed at this time.

**B. ALLOCATION OF PROJECTED RESOURCES – Water Utility Fund:**



**1. Operating Expenses - \$27,808,367.**

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 \$7,227,182 which is a decrease of \$690.5 thousand ("K") or 9% as compared with the FY 19-20 budget. This budget included an estimated 3.5% salary increases based on prior years' average salary increases. Salaries are negotiated with the different bargaining units with the latest negotiated contracts for two fiscal years, FY 2020 and FY 2021. As of now, the last negotiated contracts for the salary increases of the Hawaii Government Employees Association (HGEA) members are pending and awaiting legislature approval.

Included in the "Salaries & Wages" budget is \$551K in budgeted vacancy positions. There are currently thirty-one (31) vacant positions with proposed funding as follows: One (1) was funded at 100%, two (2) at 80%, four (4) at 75%, six (6) at 50%, and eighteen (18) vacant positions for over a year were dollar (\$1) funded except one vacant position funded at 100% because of a pending action to hire one of the referred candidates from the County of Kauai's Human Resources department.

- 1.2 The DOW's FY 2021 employee benefits budget is \$3,997,049. 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 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. Total employee benefits budget decreased by 44K or 1% as compared with FY 2020 budget.

- 1.3 Services, which include Professional Services, Accounting & Auditing, Other General Services, Public Relations and Miscellaneous Services totaled \$4,425,620, a decrease in budget of \$355,344 or -7% from FY 2020 budget. Major projected expenditures under the Services category are:

- 1.3.1 Professional Services – General; this budget line item decreased by \$11.550 thousand (K) as compared to FY 2020 budget. Detailed changes are itemized below:
  - 1.3.1.1 Administration – budget increased by \$132.5K from 371.3K to \$503.8K for three budget items; legislative liaison, leadership training and other services – board.
  - 1.3.1.2 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.
  - 1.3.1.3 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.
  - 1.3.1.4 Engineering increased by \$210K with two new items; Baseyard Master Plan @ \$160K & PER @ \$100K for Wailua Homesteads. Engineering Services was reduced from \$50K to zero.
  - 1.3.1.5 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.
  - 1.3.1.6 Water Resources & Planning – budget increased by \$150K. As needed planning review services was added as a new budget item.

- 1.3.1.7 Fiscal-Billing budget increased by \$100K 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.
- 1.3.2 Accounting and auditing budget –budget is the same as FY 2020.
- 1.3.3 Other services & Billing costs – Total of these two budgets decreased by \$40.7K. Other services’ budget for \$51K decreased by \$13.5K and Billing costs budget decreased by \$27.2K. The decrease in billing costs is an adjustment relative to the prior year’s actual costs.
- 1.3.4 Public Relations, increased by \$35.6K, Communications increased by \$3.3K while freight and Postage decreased by 2K.
- 1.3.5 Insurance –decreased by \$240K. 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 \$3.82M which decreased by \$409.4K. The decreases are from the following; Operating Supplies of \$414.5K and Repairs & Maintenance - Water System by \$10K and Bulk Water Purchase by \$4K.
- 1.7 Human Resources budget includes Books, Publications & Memberships, Training & Development, Travel & per diem and Meeting expenses for both staff and board members. Total budget of \$230.7K for this category decreased by \$59K. This decrease is accounted from a 60% across the board budget cut for all Travel, Per Diem and travel related registration budgets. A lump sum amount equals to 40% of the initial travel and related meeting expenses budget was left in the Administration’s budget and is available for any division with required travel/s needing completions of required certifications critical to the department’s operations.
- 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 - \$5,160,541.00.**  
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 - \$1,280,502.00.** 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.

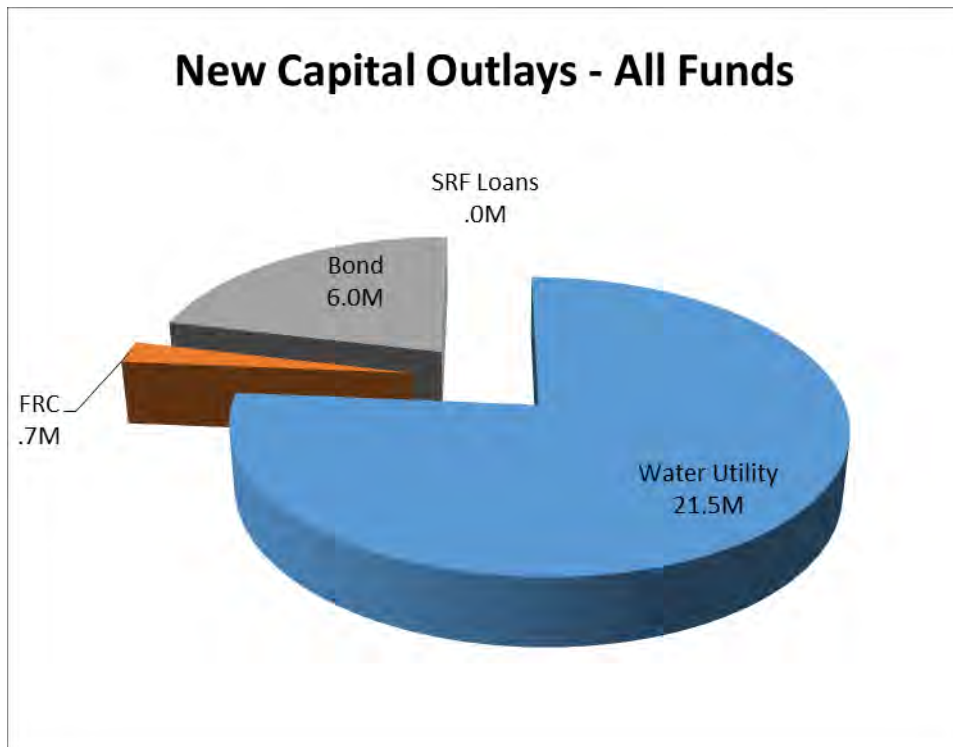
4. **New Capital Outlay – CIP \$21,532,464.** This amount represents the proposed CIP for both Rehabilitation & Replacement (R&R) and Expansion. Detailed explanation will be covered further under the New Capital Outlays budget in part II.
5. **Reserve Transfers – None at this time.** The proposed board policy # 31 known as “Reserve Funds” was approved by the board to replace Board Policies 26 & 27. All the approved uses of the emergency reserve fund and debt service reserve fund remain with additional provision to use the reserve funds for unfunded non-recurring costs.

## **II. New Capital Outlay – All Funds - \$28,207,464.**

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: \$21,532,464.00**

**1.1 Miscellaneous Capital Purchases – Technology, Furniture, Fixtures & Equipment (TFFE) - \$1,280,502.00. This amount represents both R&R and Expansion as follows:**

- Replacement budget of \$1.1 M consists of the following:
  - Information Technology budget - \$112K for SharePoint implementation.
  - Water Quality - CMDP Federal/State Reporting System @ \$40K.
  - Construction Management budget for miscellaneous building permits - \$10K.
  - Fiscal –billing budget - \$159K to replace two (2) vehicles for Meter Reader/Field Collection clerks @ \$35K each, \$50K for lobby assessment to address acoustics & slippery surface floor and \$30K for Customer Service counter improvements and \$9K for (1) Meter Trimble.
  - Operations budget - \$771K for Pump & Motor replacements @ \$300K, one (1) generator @ \$100K, one (1) skid steer loader @ \$91K. Replacement of Asset Management System @ \$ 50, sodium Hypochlorite on site generation equipment @ \$150K, AMI meters @ \$50K and \$30K for Sewer Lift SCADA station.
- New Purchases budget of \$188.2K consists of the following:
  - Information Technology budget - \$160K; \$50K for the development of web based GIS viewer and mapping layer 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 - \$20,251,962.00**

- R&R – Design - \$ 345,000.00 proposed budget consists of the following:
  - Building Permit Fees - \$10K
  - Paua Valley Tank Repair - \$85K
  - Kilauea Wells MCC Rehab - \$250K
- 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 - \$2,201,962.00. Proposed budget is as follows:
  - SWTP Water Treatment Delivery Agreement with Grove Farm- \$2.2M

**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 – Construction - \$ 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

- o 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

Mgrrp/June 2020/20-54/Discussion and Possible Action to Approve the Proposed Operating and Capital Budget for Fiscal Year 2021 (*Update*)  
(6-25-20):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 5/31/2020</b>	<b>\$50,404,995</b>	<b>\$0</b>	<b>\$0</b>	<b>\$9,300,000</b>	<b>\$2,000,383</b>	<b>\$9,928,026</b>	<b>\$0</b>	<b>\$71,633,404</b>
Encumbrances - PO & Contracts (-)	\$16,494,674	\$0	\$0		\$709,103	\$3,733,219	\$0	\$20,936,995
Current Liabilities, excluding Debt (-)	\$4,454,579							\$4,454,579
<b>Estimated Available Resources for Budget Appropriation - 7/1/20</b>	<b>\$29,455,743</b>	<b>\$0</b>	<b>\$0</b>	<b>\$9,300,000</b>	<b>\$1,291,280</b>	<b>\$6,194,807</b>	<b>\$0</b>	<b>\$46,241,830</b>
Revenues	\$31,563,000	\$0	\$0		\$640,291	\$35,000	\$0	\$32,238,291
Non- Revenue Cash - Inflow	\$0						\$0	\$0
Transfers In	\$0	\$0	\$0			\$0	\$0	\$0
Transfers (Out)	\$0	\$0	\$0			\$0		\$0
<b>Adjusted Balance</b>	<b>\$61,018,743</b>	<b>\$0</b>	<b>\$0</b>	<b>\$9,300,000</b>	<b>\$1,931,571</b>	<b>\$6,229,807</b>	<b>\$0</b>	<b>\$78,480,121</b>
Operating Expenses	\$27,808,367	\$0	\$0		\$0	\$0	\$0	\$27,808,367
Short Term Debt - Principal Repayment	\$5,160,541	\$0	\$0		\$0			\$5,160,541
Miscellaneous Capital Purchases - TFFE	\$1,280,502	\$0	\$0					\$1,280,502
New Capital Outlay - CIP	\$20,251,962				\$675,000	\$6,000,000	\$0	\$26,926,962
Supplemental Budget # 1								\$0
Interfund Transfer								\$0
<b>Estimated Ending Balance - 6/30/21</b>	<b>\$6,517,371</b>	<b>\$0</b>	<b>\$0</b>	<b>\$9,300,000</b>	<b>\$1,256,571</b>	<b>\$229,807</b>	<b>\$0</b>	<b>\$17,303,750</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 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>\$31,563,000</b>
10-00-00-400-000	Water Sales	\$28,445,143	\$27,910,121	\$27,959,468	\$26,929,850	\$22,993,488
10-00-00-405-000	Revenue from Public Fire Protection	\$2,133,294	\$2,136,510	\$2,174,298	\$2,136,510	\$2,174,298
10-00-00-410-000	Other Water Revenue	\$335,888	\$395,067	\$348,905	\$250,000	\$300,000
10-00-00-430-000	Federal Grants (FEMA)	\$0	\$0	\$32,228	\$828,535	\$828,535
10-00-00-432-000	State Grants	\$330,405	\$0	\$3,754,453	\$3,800,000	\$4,500,000
10-00-00-440-000	Capital Contributions - Cash Receipts	\$619,529	\$604,085	\$586,575	\$611,874	\$560,679
10-00-00-440-010	Capital Contributions - Non - Cash Receipts	\$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
10-00-00-461-000	Investment Income	\$417,287	\$567,364	\$812,034	\$200,000	\$200,000
10-00-00-470-000	Gain or Loss on Disposal of Capital Assets	\$18,554	\$18,554	\$0	\$5,000	\$5,000
10-00-00-480-000	Gain or Loss from the Retirement of Debt	\$0	\$0	\$0	\$0	\$0
10-00-00-490-000	Miscellaneous Revenues	\$1,781	\$7,940	\$75,953	\$1,000	\$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>
10-00-00-498-300	WU Bond Proceeds	\$0	\$0	\$0	\$0	\$0
10-00-00-499-600	WU/ Loan Proceeds - SRF Loan	\$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>\$640,291</b>
20-00-00-424-000	Facility Reserve Charge	\$348,145	\$834,735	\$437,130	\$400,000	\$400,000
20-00-00-430-000	Federal Grants	\$265,512	\$258,894	\$259,389	\$262,232	\$240,291
20-00-00-453-000	Net Increase / Decrease in Fair Value of Investments	\$0	\$0	\$0	\$0	\$0
20-00-00-461-000	Investment Income	\$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>\$35,000</b>
30-00-00-453-000	Net Increase / Decrease in Fair Value of Investments	-\$229,160	-\$104,183	-\$13,847	-\$30,000	-\$30,000
30-00-00-461-000	Investment Income (Net of custodial fees & other investment cost)	\$289,912	\$255,909	\$239,543	\$65,000	\$65,000
<b>SRF Fund</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
60-00-00-453-000	Net Increase / Decrease in Fair Value of Investments	\$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 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>\$27,808,367</b>
510-010	Salaries & Wages (Regular & Compensated Leave)	\$4,935,361	\$5,243,958	\$6,458,998	\$5,329,149	\$7,065,711	\$6,394,682
510-020	Temporary Assignment	\$41,924	\$55,428	\$61,386	\$86,571	\$71,000	\$60,500
510-030	Overtime	\$579,324	\$491,073	\$519,000	\$497,658	\$486,000	\$477,000
510-040	Standby Pay	\$182,192	\$196,342	\$181,594	\$192,126	\$195,000	\$195,000
520-040	Vacation & Compensatory Time Pay out	\$0	\$0	\$100,000	\$21,812	\$100,000	\$100,000
530-010	FICA Taxes	\$404,526	\$431,116	\$560,055	\$447,135	\$605,705	\$552,879
530-020	Retirement Contributions	\$2,269,719	\$2,157,977	\$1,382,436	\$1,108,853	\$1,731,996	\$1,723,724
530-030	Life and Health Insurance	\$465,933	\$471,557	\$484,247	\$517,237	\$611,045	\$643,445
530-040	Workers Compensation	\$2,954	\$15,215	\$0	\$0	\$0	\$0
530-050	Unemployment Compensation	\$0	\$0	\$15,000	\$0	\$15,000	\$0
530-060	Post Employment Benefits (OPEB)	\$968,000	\$988,943	\$1,011,000	\$1,223,378	\$1,077,000	\$1,077,000
540-010	Professional Services - General	\$504,191	\$939,740	\$3,910,401	\$1,534,881	\$3,643,351	\$3,531,801
540-020	Professional Services - Accounting and Auditing	\$58,805	\$75,132	\$106,800	\$58,668	\$106,800	\$106,800
541-010	Other Services - General	\$47,367	\$33,676	\$60,878	\$33,209	\$64,478	\$50,988
541-020	Other Services - Billing Costs	\$199,586	\$147,184	\$206,658	\$143,393	\$206,658	\$179,418
542-010	Public Relations - General	\$62,009	\$97,148	\$111,300	\$78,061	\$80,089	\$115,725
542-020	Procurement Advertising	\$10,069	\$12,550	\$10,000	\$0	\$10,000	\$10,000
543-000	Communication Services	\$118,711	\$112,178	\$120,360	\$111,602	\$127,144	\$130,444
544-000	Freight and Postage Services	\$338	\$7,840	\$16,370	\$3,891	\$16,370	\$14,370
545-000	Rentals and Leases	\$114,527	\$44,311	\$153,075	\$80,159	\$131,075	\$131,075
546-000	Insurance	\$69,109	\$279,240	\$1,195,000	\$62,466	\$395,000	\$155,000
547-000	County Service Charge	\$2,133,294	\$2,136,510	\$2,133,294	\$2,174,298	\$2,136,510	\$2,174,298
551-000	Utility Services	\$2,709,416	\$2,724,216	\$2,877,540	\$2,730,889	\$2,862,624	\$2,863,878
560-000	Repairs and Maintenance - Water System	\$43,342	\$312,502	\$221,000	\$151,433	\$221,000	\$211,000
561-000	Repairs and Maintenance - Other than Water System	\$708,299	\$380,061	\$627,150	\$452,061	\$700,750	\$704,900
562-000	Office Supplies	\$13,196	\$20,307	\$22,000	\$20,307	\$22,000	\$22,000
563-000	Operating Supplies	\$565,140	\$758,364	\$1,252,050	\$962,750	\$1,356,300	\$941,800
564-000	Fuel	\$82,695	\$81,993	\$115,500	\$101,324	\$115,500	\$122,500
565-000	Bulk Water Purchase	\$1,009,005	\$847,634	\$1,810,176	\$1,225,770	\$1,816,176	\$1,820,176
570-010	Books, Publications, Subscriptions, and Memberships	\$23,701	\$34,110	\$30,045	\$10,807	\$32,845	\$70,500
570-020	Books, Publications, Subscriptions, and Memberships - Board	\$600	\$375	\$1,025	\$450	\$1,095	\$1,095
571-010	Training and Development	\$74,294	\$48,120	\$127,580	\$72,074	\$80,880	\$83,600
572-010	Travel and Per Diem	\$40,817	\$45,273	\$84,570	\$46,443	\$106,610	\$55,660
572-020	Travel and Per Diem - Board	\$8,862	\$8,783	\$17,490	\$6,139	\$20,970	\$0
573-010	Meeting Expense	\$2,288	\$3,702	\$26,400	\$8,683	\$37,290	\$19,877
573-020	Meeting Expense - Board	\$5,680	\$5,054	\$14,075	\$7,609	\$9,952	\$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 2020-2021 Proposed Budget
<b>OPERATING EXPENSES</b>							
582-000	Interest Expense	\$3,440,092	\$3,639,100	\$3,460,087	\$3,139,065	\$3,268,048	\$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>\$5,160,541</b>
682-000	Debt Principal Repayment	\$4,717,296	\$4,884,833	\$4,883,749	\$4,883,749	\$5,017,034	\$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>\$7,252,653</b>
580-000	Depreciation	\$6,821,400	\$6,931,203	\$7,314,750	\$6,153,980	\$7,314,750	\$6,500,000
581-000	Amortization	\$660,984	\$743,456	\$700,000	\$752,653	\$700,000	\$752,653
580-000	Inflows/Outflows	-\$41,932	-\$41,932	-\$41,932	-\$41,932	-\$41,932	-\$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 2020-2021 Proposed Budget
<b>OPERATING EXPENSES (Detail)</b>							
<b>Water Utility Fund Operating Expenses</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>\$27,808,367</b>
<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>\$6,394,682</b>
0-01-10-510-010	WU - Admin - Admin - Salaries and Wages	\$561,707	\$614,324	\$908,186	\$655,545	\$916,128	\$667,182
0-02-10-510-010	WU - IT - Admin - Salaries and Wages	\$160,362	\$194,141	\$245,649	\$193,677	\$214,258	\$206,503
0-10-40-510-010	WU - Qual - Purification - Salaries and Wages	\$216,663	\$227,789	\$233,339	\$235,476	\$241,893	\$254,442
0-20-10-510-010	WU - Eng - Admin - Salaries and Wages	\$243,947	\$229,591	\$306,930	\$195,246	\$358,838	\$219,011
0-21-10-510-010	WU - Const - Admin - Salaries and Wages	\$344,275	\$323,479	\$550,332	\$364,817	\$718,049	\$477,881
0-22-10-510-010	WU - Plan - Admin - Salaries and Wages	\$425,186	\$448,385	\$522,927	\$462,861	\$536,606	\$468,708
0-30-20-510-010	WU - Bill - Collection - Salaries and Wages	\$461,920	\$477,987	\$570,078	\$458,705	\$542,886	\$544,666
0-31-10-510-010	WU - Acctg - Admin - Salaries and Wages	\$406,898	\$447,502	\$503,168	\$454,216	\$506,989	\$622,746
0-40-30-510-010	WU - Ops - Source - Salaries and Wages	\$248,045	\$321,729	\$349,097	\$301,732	\$418,864	\$464,124
0-40-40-510-010	WU - Ops - Purification - Salaries and Wages	\$185,999	\$187,861	\$252,491	\$143,360	\$216,457	\$227,005
0-40-50-510-010	WU - Ops - PowerAndPump - Salaries and Wages	\$164,471	\$177,370	\$208,607	\$187,056	\$205,007	\$197,017
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	\$2,045,398
<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>\$60,500</b>
0-01-10-510-020	WU - Admin - Admin - Temporary Assignment	\$2,845	\$10,814	\$2,000	\$9,395	\$2,000	\$2,000
0-02-10-510-020	WU - IT - Admin - Temporary Assignment	\$1,105	\$221	\$500	\$2,365	\$500	\$500
0-10-40-510-020	WU - Qual - Purification - Temporary Assignment	\$1,415	\$870	\$1,500	\$1,105	\$1,500	\$1,500
0-20-10-510-020	WU - Eng - Admin - Temporary Assignment	\$4,218	\$6,009	\$6,000	\$6,705	\$8,500	\$1,000
0-21-10-510-020	WU - Const - Admin - Temporary Assignment	\$0	\$1,081	\$5,000	\$0	\$5,000	\$2,000
0-22-10-510-020	WU - Plan - Admin - Temporary Assignment	\$825	\$1,534	\$10,000	\$5,646	\$5,000	\$5,000
0-30-20-510-020	WU - Bill - Collection - Temporary Assignment	\$5,227	\$3,358	\$5,000	\$5,554	\$5,000	\$5,000
0-31-10-510-020	WU - Acctg - Admin - temporary Assignment	\$4,383	\$4,034	\$12,000	\$9,090	\$10,000	\$10,000
0-40-30-510-020	WU - Ops - Source - Temporary Assignment	\$983	\$2,892	\$886	\$6,506	\$3,000	\$3,000
0-40-40-510-020	WU - Ops - Purification - Temporary Assignment	\$1,296	\$885	\$500	\$2,089	\$1,500	\$1,500
0-40-50-510-020	WU - Ops - PowerAndPump - Temporary Assignment	\$2,090	\$3,866	\$3,000	\$5,770	\$4,000	\$4,000
0-40-60-510-020	WU - Ops - TandD -Temporary Assignment	\$17,537	\$19,865	\$15,000	\$32,346	\$25,000	\$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>\$477,000</b>
0-01-10-510-030	WU - Admin - Admin - Overtime	\$38,214	\$23,340	\$30,000	\$24,219	\$30,000	\$30,000
0-02-10-510-030	WU - IT - Admin - Overtime	\$48,774	\$44,622	\$30,000	\$33,358	\$30,000	\$30,000
0-10-40-510-030	WU - Qual - Purification - Overtime	\$1,398	\$270	\$2,000	\$207	\$2,000	\$3,000
0-20-10-510-030	WU - Eng - Admin - Overtime	\$23,767	\$18,322	\$25,000	\$8,088	\$10,000	\$10,000
0-21-10-510-030	WU - Const - Admin - Overtime	\$14,375	\$8,770	\$35,000	\$10,832	\$25,000	\$15,000
0-22-10-510-030	WU - Plan - Admin - Overtime	\$9,952	\$13,708	\$30,000	\$12,016	\$15,000	\$15,000
0-30-20-510-030	WU - Bill - Collection - Overtime	\$62,631	\$53,150	\$50,000	\$65,850	\$60,000	\$60,000
0-31-10-510-030	WU - Acctg - Admin - Overtime	\$79,401	\$51,231	\$60,000	\$49,116	\$60,000	\$60,000
0-40-30-510-030	WU - Ops - Source - Overtime	\$5,447	\$11,081	\$6,000	\$3,711	\$6,000	\$6,000
0-40-40-510-030	WU - Ops - Purification - Overtime	\$40,341	\$27,233	\$50,000	\$35,655	\$30,000	\$30,000
0-40-50-510-030	WU - Ops - PowerAndPump - Overtime	\$11,770	\$8,534	\$1,000	\$15,224	\$8,000	\$8,000
0-40-60-510-030	WU - Ops - TandD - Overtime	\$243,255	\$230,812	\$200,000	\$239,383	\$210,000	\$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>\$195,000</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 2020-2021 Proposed Budget
<b>OPERATING EXPENSES (Detail)</b>							
0-01-10-510-040	WU - Admin - Admin - Standby Pay	\$390	\$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	\$10,000
0-40-50-510-040	WU - Ops - PowerAndPump - Standby Pay	\$0		\$0	\$0	\$0	\$0
0-40-60-510-040	WU - Ops - TandD - Standby Pay	\$172,110	\$187,515	\$170,000		\$185,000	\$185,000
<b>520-040</b>	<b>Vacation &amp; Compensatory Time Payout</b>		<b>\$0</b>	<b>\$100,000</b>	<b>\$21,812</b>	<b>\$100,000</b>	<b>\$100,000</b>
0-01-10-520-040	WU - Admin - Admin - Vacation Payout	\$0	\$0	\$90,000	\$21,812	\$90,000	\$90,000
0-01-10-520-040	WU - Admin - Admin - Compensatory Time Payout	\$0	\$0	\$10,000	\$0	\$10,000	\$10,000
<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>\$552,879</b>
0-01-10-530-010	WU - Admin - Admin - FICA	\$42,473	\$49,319	\$79,574	\$49,371	\$80,182	\$61,137
0-02-10-530-010	WU - IT - Admin - FICA	\$15,046	\$17,844	\$21,125	\$20,666	\$18,724	\$18,131
0-10-40-530-010	WU - Qual - Purification - FICA	\$15,903	\$17,033	\$18,118	\$17,640	\$18,773	\$19,809
0-20-10-530-010	WU - Eng - Admin - FICA	\$19,670	\$18,751	\$25,852	\$15,553	\$28,866	\$17,596
0-21-10-530-010	WU - Const - Admin - FICA	\$25,930	\$24,299	\$45,160	\$27,352	\$57,226	\$37,858
0-22-10-530-010	WU - Plan - Admin - FICA	\$29,733	\$32,783	\$43,064	\$33,338	\$42,580	\$37,386
0-30-20-530-010	WU - Bill - Collection - FICA	\$37,253	\$37,160	\$47,818	\$39,089	\$46,503	\$46,639
0-31-10-530-010	WU - Acctg - Admin - FICA	\$34,451	\$36,269	\$44,000	\$39,291	\$44,140	\$52,995
0-40-30-530-010	WU - Ops - Source - FICA	\$16,976	\$23,031	\$27,233	\$22,091	\$32,732	\$36,194
0-40-40-530-010	WU - Ops - Purification - FICA	\$18,411	\$16,763	\$24,066	\$14,514	\$19,734	\$20,541
0-40-50-530-010	WU - Ops - PowerAndPump - FICA	\$12,093	\$13,213	\$16,264	\$14,807	\$16,601	\$15,990
0-40-60-530-010	WU - Ops - TandD - FICA	\$136,584.49	\$144,652	\$167,779	\$153,423	\$199,645	\$188,603
<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>\$1,723,724</b>
0-01-10-530-020	WU - Admin - Admin - Retirement Contributions	\$208,649	\$211,494	\$189,085	\$124,236	\$220,688	\$181,004
0-02-10-530-020	WU - IT - Admin - Retirement Contributions	\$77,652	\$90,218	\$52,468	\$45,213	\$53,847	\$56,881
0-10-40-530-020	WU - Qual - Purification - Retirement Contributions	\$81,033	\$86,847	\$44,999	\$44,593	\$53,986	\$62,146
0-20-10-530-020	WU - Eng - Admin - Retirement Contributions	\$95,413	\$90,700	\$64,207	\$39,532	\$83,014	\$55,203
0-21-10-530-020	WU - Const - Admin - Retirement Contributions	\$129,751	\$123,801	\$112,163	\$69,885	\$164,571	\$118,771
0-22-10-530-020	WU - Plan - Admin - Retirement Contributions	\$162,517	\$173,925	\$106,956	\$89,626	\$122,453	\$117,290
0-30-20-530-020	WU - Bill - Collection - Retirement Contributions	\$190,999	\$196,161	\$118,765	\$97,206	\$133,735	\$146,320
0-31-10-530-020	WU - Acctg - Admin - Retirement Contributions	\$177,864	\$181,912	\$109,282	\$93,877	\$126,938	\$166,259
0-40-30-530-020	WU - Ops - Source - Retirement Contributions	\$93,803	\$124,873	\$67,637	\$58,380	\$94,130	\$113,550
0-40-40-530-020	WU - Ops - Purification - Retirement Contributions	\$97,591	\$86,107	\$59,771	\$38,743	\$56,751	\$64,441
0-40-50-530-020	WU - Ops - PowerAndPump - Retirement Contributions	\$64,478	\$69,547	\$40,395	\$38,375	\$47,742	\$50,164
0-40-60-530-020	WU - Ops - TandD - Retirement Contributions	\$889,969	\$722,391	\$416,707	\$369,187	\$574,142	\$591,696
<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>\$643,445</b>
0-01-10-530-030	WU - Admin - Admin - Life and Health Insurance	\$47,537	\$40,981	\$85,347	\$53,981	\$66,949	\$55,213
0-02-10-530-030	WU - IT - Admin - Life and Health Insurance	\$12,297	\$12,118	\$26,713	\$16,226	\$17,340	\$23,145
0-10-40-530-030	WU - Qual - Purification - Life and Health Insurance	\$10,315	\$9,803	\$9,939	\$10,508	\$10,334	\$10,940
0-20-10-530-030	WU - Eng - Admin - Life and Health Insurance	\$20,246	\$17,893	\$31,013	\$16,851	\$20,790	\$20,034
0-21-10-530-030	WU - Const - Admin - Life and Health Insurance	\$14,190	\$30,814	\$34,221	\$36,660	\$62,003	\$54,910
0-22-10-530-030	WU - Plan - Admin - Life and Health Insurance	\$49,590	\$50,263	\$36,602	\$55,763	\$60,173	\$67,261
0-30-20-530-030	WU - Bill - Collection - Life and Health Insurance	\$33,712	\$34,828	\$31,952	\$44,203	\$47,861	\$61,712
0-31-10-530-030	WU - Acctg - Admin - Life and Health Insurance	\$43,734	\$40,495	\$35,799	\$40,366	\$47,784	\$49,379

## Operating Expense Detail

		FY 2016-2017 Actuals	FY 2017 - 2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2020-2021 Proposed Budget
<b>OPERATING EXPENSES (Detail)</b>							
0-40-30-530-030	WU - Ops - Source - Life and Health Insurance	\$31,115	\$36,403	\$29,698	\$30,314	\$35,386	\$30,902
0-40-40-530-030	WU - Ops - Purification - Life and Health Insurance	\$13,189	\$10,857	\$11,974	\$9,186	\$12,311	\$20,034
0-40-50-530-030	WU - Ops - PowerAndPump - Life and Health Insurance	\$18,299	\$17,419	\$14,477	\$18,333	\$19,397	\$19,184
0-40-60-530-030	WU - Ops - TandD - Life and Health Insurance	\$171,709	\$169,682	\$136,512	\$184,846	\$210,717	\$230,730
<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>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>
0-01-10-530-050	WU - Admin - Admin - Unemployment Compensation	\$0	\$0	\$15,000	\$0	\$15,000	\$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>\$1,077,000</b>
0-01-10-530-060	WU - Admin - Admin - OPEB	\$97,166	\$96,114	\$142,155	\$134,576	\$139,642	\$112,368
0-02-10-530-060	WU - IT - Admin - OPEB	\$35,687	\$40,279	\$38,450	\$48,458	\$32,659	\$34,779
0-10-40-530-060	WU - Qual - Purification - OPEB	\$37,260	\$38,782	\$36,523	\$47,644	\$36,871	\$42,853
0-20-10-530-060	WU - Eng - Admin - OPEB	\$46,200	\$42,699	\$48,042	\$42,234	\$54,696	\$36,886
0-21-10-530-060	WU - Const - Admin - OPEB	\$60,564	\$55,679	\$86,141	\$75,284	\$109,450	\$80,485
0-22-10-530-060	WU - Plan - Admin - OPEB	\$74,128	\$77,670	\$81,852	\$95,758	\$81,793	\$78,940
0-30-20-530-060	WU - Bill - Collection - OPEB	\$89,537	\$89,274	\$89,232	\$106,848	\$82,750	\$91,733
0-31-10-530-060	WU - Acctg - Admin - OPEB	\$83,277	\$84,057	\$78,759	\$102,064	\$77,278	\$104,884
0-40-30-530-060	WU - Ops - Source - OPEB	\$42,914	\$56,533	\$54,643	\$62,815	\$63,846	\$78,168
0-40-40-530-060	WU - Ops - Purification - OPEB	\$45,130	\$36,916	\$39,521	\$41,476	\$32,994	\$38,232
0-40-50-530-060	WU - Ops - PowerAndPump - OPEB	\$30,286	\$31,407	\$32,652	\$41,478	\$31,248	\$33,182
0-40-60-530-060	WU - Ops - TandD - OPEB	\$325,850	\$339,533	\$283,029	\$424,743	\$333,773	\$344,488
<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>\$3,531,801</b>
0-01-10-540-010	WU - Admin - Admin - Professional Services - General	\$38,695	\$22,257	\$365,800	\$135,925	\$371,300	\$503,800
0-02-10-540-010	WU - IT - Admin - Professional Services - General	\$2,600	\$118,547	\$160,000	\$95,363	\$220,000	\$60,000
0-10-40-540-010	WU - Qual - Purification - Professional Services - General	\$7,448	\$22,940	\$63,600	\$61,812	\$106,050	\$36,400
0-20-10-540-010	WU - Eng - Admin - Professional Services - General	\$111,932	\$277,009	\$425,000	\$296,451	\$405,000	\$615,000
0-21-10-540-010	WU - Const - Admin - Professional Services - General	\$0	\$93,146	\$500,000	\$625,038	\$700,000	\$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	\$1,785,000
0-30-20-540-010	WU - Bill - Collection - Professional Services - General	\$0	\$1,802	\$230,000	\$26,245	\$0	\$100,000
0-31-10-540-010	WU - Acctg - Admin - Professional Services - General	\$70,879	\$44,393	\$206,000	\$56,877	\$206,000	\$381,600
0-40-60-540-010	WU - Ops - TandD - Professional Services - General	\$0	\$0	\$325,001	\$0	\$1	\$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>\$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	\$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>\$50,988</b>
0-01-10-541-010	WU - Admin - Admin - Other Services	\$4,908	\$167	\$2,178	\$1,966	\$2,178	\$1,188
0-30-20-541-010	WU - Bill - Collection - Other Services	\$24,513	\$23,715	\$35,100	\$20,918	\$35,100	\$26,700
0-31-10-541-010	WU - Acctg - Admin - Other Services	\$16,954	\$9,154	\$21,600	\$10,031	\$25,200	\$21,600
0-40-60-541-010	WU - Ops - TandD - Other Services	\$993	\$640	\$2,000	\$294	\$2,000	\$1,500
<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>\$179,418</b>
0-30-20-541-020	WU - Bill - Collection - Billing Costs	\$199,586	\$147,184	\$206,658	\$143,393	\$206,658	\$179,418
<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>\$115,725</b>
0-01-10-542-010	WU - Admin - Admin - Public Relations - General	\$62,009	\$97,148	\$111,300	\$78,061	\$80,089	\$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>\$10,000</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 2020-2021 Proposed Budget
<b>OPERATING EXPENSES (Detail)</b>							
0-01-10-542-020	WU - Admin - Admin - Procurement Advertising	\$10,069	\$12,550	\$10,000	\$0	\$10,000	\$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>\$130,444</b>
0-02-10-543-000	WU - IT - Admin - Communication Services	\$82,517	\$74,898	\$82,260	\$76,667	\$86,060	\$83,360
0-02-50-543-000	WU - IT - PowerAndPump - Communication Services	\$0	\$0	\$38,100	\$34,720	\$41,084	\$47,084
0-40-50-543-000	WU - Ops - PowerAndPump - Communication Services	\$36,194	\$37,280	\$0	\$215	\$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>\$14,370</b>
0-01-10-544-000	WU - Admin - Admin - Freight and Postage	\$0	\$6,503	\$12,870	\$2,113	\$12,870	\$12,870
0-02-10-544-000	WU - IT - Admin - Freight and Postage	\$0	\$30	\$500	\$5	\$500	\$0
0-10-40-544-000	WU - Qual - Purification - Freight and Postage	\$338	\$1,306	\$3,000	\$1,772	\$3,000	\$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>\$131,075</b>
0-01-10-545-000	WU - Admin - Admin - Rentals and Leases	\$20,000	\$20,000	\$52,900	\$20,594	\$50,900	\$50,900
0-02-10-545-000	WU - IT - Admin - Rentals and Leases	\$24,697	\$19,597	\$30,175	\$20,661	\$30,175	\$30,175
0-40-60-545-000	WU - Ops - TandD - Rentals and Leases	\$69,831	\$4,713	\$70,000	\$38,903	\$50,000	\$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>\$155,000</b>
0-01-10-546-000	WU - Admin - Admin - Insurance	\$69,109	\$279,240	\$1,195,000	\$62,466	\$395,000	\$155,000
<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>\$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	\$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>\$2,863,878</b>
0-01-10-551-000	WU - Admin - Admin - Utility Services	\$146,400	\$135,454	\$177,540	\$174,681	\$162,624	\$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	\$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>\$211,000</b>
0-40-50-501-000	WU - Ops - Powerand Pump - Emergency Repairs	\$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	\$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	\$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>\$704,900</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
0-02-10-561-000	WU - IT - Admin - Repairs and Maintenance - Other than Water System	\$486,797	\$252,860	\$397,150	\$355,365	\$488,750	\$90,700
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	\$4,000
0-21-40-561-000	WU - Const - Admin - Repairs and Maintenance - Other than Water System						\$40,000
0-22-10-561-000	WU - Plan - Admin - Repairs and Maintenance - Other than Water System						\$6,500
0-30-20-561-000	WU - Bill-Collection - Repairs and Maintenance - Other than Water System						\$280,000
0-31-10-561-000	WU - Acctg - Admin - Repairs and Maintenance - Other than Water System						\$13,700
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	\$270,000
<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>\$22,000</b>
0-31-10-562-000	WU - Accounting - Admin - Office Supplies	\$13,196	\$20,307	\$22,000	\$20,307	\$22,000	\$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>\$941,800</b>
0-01-10-563-000	WU - Admin - Admin - Operating Supplies	\$1,517	\$727	\$5,000	\$3,651	\$5,000	\$5,000
0-02-10-563-000	WU - IT - Admin - Operating Supplies	\$66,131	\$75,827	\$61,000	\$58,465	\$61,000	\$61,000
0-10-40-563-000	WU - Qual - Purification - Operating Supplies	\$6,868	\$12,779	\$15,000	\$24,910	\$15,000	\$18,000
0-20-10-563-000	WU - Eng - Admin - Operating Supplies	\$115	\$341	\$300	\$147	\$300	\$300
0-21-10-563-000	WU - Const - Admin - Operating Supplies	\$3,230	\$3,665	\$4,500	\$5,243	\$4,500	\$4,500
0-22-10-563-000	WU - Plan - Admin - Operating Supplies	\$346	\$2,956	\$1,250	\$332	\$1,000	\$500

## Operating Expense Detail

		FY 2016-2017 Actuals	FY 2017 - 2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2020-2021 Proposed Budget
<b>OPERATING EXPENSES (Detail)</b>							
0-30-20-563-000	WU - Bill - Collection - Operating Supplies	\$2,520	\$2,547	\$3,500	\$2,688	\$4,500	\$4,500
0-31-10-563-000	WU - Acctg - Admin - Operating Supplies	\$2,776	\$2,664	\$2,500	\$2,184	\$3,000	\$6,000
0-40-30-563-000	WU - Ops - Source - Operating Supplies	\$38,008	\$49,962	\$75,000	\$52,877	\$60,000	\$60,000
0-40-40-563-000	WU - Ops - Purification - Operating Supplies	\$34,245	\$48,115	\$78,000	\$115,070	\$101,000	\$91,000
0-40-50-563-000	WU - Ops - PowerAndPump - Operating Supplies	\$36,568	\$22,616	\$95,000	\$53,144	\$185,000	\$35,000
0-40-60-563-000	WU - Ops - TandD - Operating Supplies	\$251,688	\$268,781	\$250,000	\$590,894	\$255,000	\$255,000
0-40-50-563-010	WU - Ops - PowerAndPump - Operating Supplies - Invty. Stock	\$1,857	\$6,580	\$15,000	\$53,144	\$15,000	\$15,000
0-40-60-563-010	WU - Ops - TandD - Operating Supplie - Invty. Stock	\$119,269	\$260,804	\$646,000	\$0	\$646,000	\$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>\$122,500</b>
0-40-60-564-000	WU - Ops - TandD - Fuel	\$82,695	\$81,993	\$115,500	\$101,324	\$115,500	\$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>\$1,820,176</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	\$1,820,176
<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>\$70,500</b>
0-01-10-570-010	WU - Admin - Admin - Books, Publications, Subscriptions, and Memberships	\$21,958	\$33,290	\$26,685	\$9,237	\$26,685	\$25,240
0-02-10-570-010	WU - IT - Admin - Books, Publications, Subscriptions, and Memberships	\$0	\$0	\$500	\$318	\$500	\$39,200
0-10-40-570-010	WU - Qual - Purification - Books, Publications, Subscriptions, and Memberships	\$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
0-21-10-570-010	WU - Const - Admin - Books, Publications, Subscriptions, and Memberships	\$1,543	\$820	\$1,550	\$1,052	\$1,550	\$1,550
0-22-10-570-010	WU - WRP - Admin - Books, Publications, Subscriptions, and Memberships	\$0	\$0	\$0	\$0	\$3,000	\$3,400
0-30-20-570-010	WU - Bill - Collection - Books, Publications, Subscriptions, and Memberships	\$0	\$0	\$350	\$0	\$350	\$350
0-31-10-570-010	WU - Acctg - Admin - Books, Publications, Subscriptions, and Memberships	\$200	\$0	\$760	\$200	\$760	\$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>\$1,095</b>
0-01-10-570-020	WU - Admin - Admin - Books, Publications, Subscriptions, and Memberships - B	\$600	\$375	\$1,025	\$450	\$1,095	\$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>\$83,600</b>
0-01-10-571-010	WU - Admin - Admin - Training and Development	\$12,209	\$14,460	\$51,700	\$33,039	\$13,500	\$23,500
0-02-10-571-010	WU - IT - Admin - Training and Development	\$9,363	\$4,390	\$12,000	\$2,615	\$12,000	\$2,000
0-10-40-571-010	WU - Qual - Purification - Training and Development	\$0	\$0	\$1,500	\$0	\$0	\$1,600
0-20-10-571-010	WU - Eng - Admin - Training and Development	\$705	\$705	\$1,130	\$375	\$1,130	\$500
0-21-10-571-010	WU - Const - Admin - Training and Development	\$5,341	\$1,010	\$6,250	\$1,285	\$6,250	\$6,250
0-22-10-571-010	WU - Plan - Admin - Training and Development	\$14,565	\$14,740	\$20,000	\$11,050	\$18,000	\$16,000
0-30-20-571-010	WU - Bill - Collection - Training and Development	\$75	\$0	\$3,000	\$550	\$3,000	\$3,000
0-31-10-571-010	WU - Acctg - Admin - Training and Development	\$517	\$638	\$2,000	\$1,075	\$2,000	\$5,750
0-40-60-571-010	WU - Ops - TandD - Training and Development	\$31,519	\$12,177	\$30,000	\$22,085	\$25,000	\$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>\$55,660</b>
0-01-10-572-010	WU - Admin - Admin - Travel and Per Diem	\$28,504	\$35,131	\$38,600	\$26,873	\$59,880	\$55,660
0-02-10-572-010	WU - IT - Admin - Travel and Per Diem	\$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	\$0
0-21-10-572-010	WU - Const - Admin - Travel and Per Diem	\$213	\$0	\$5,000	\$0	\$5,000	\$0
0-22-10-572-010	WU - Plan - Admin - Travel and Per Diem	\$8,100	\$4,463	\$22,300	\$7,547	\$25,600	\$0
0-30-20-572-010	WU - Bill - Collection - Travel and Per Diem	\$0	\$0	\$4,425	\$1,365	\$3,765	\$0
0-31-10-572-010	WU - Acc - Admin - Travel and Per Diem	\$0	\$0	\$4,485	\$3,675	\$4,485	\$0
0-40-60-572-010	WU - Ops - TandD - Travel and Per Diem	\$3,980	\$3,321	\$6,000	\$6,983	\$6,000	\$0

## Operating Expense Detail

		FY 2016-2017 Actuals	FY 2017 - 2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2020-2021 Proposed Budget
<b>OPERATING EXPENSES (Detail)</b>							
<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>
0-01-10-572-020	WU - Admin - Admin - Travel and Per Diem - Board	\$8,862	\$8,783	\$17,490	\$6,139	\$20,970	\$0
<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>\$19,877</b>
0-01-10-573-010	WU - Admin - Admin - Meeting Expense	\$2,034	\$3,544	\$13,500	\$4,158	\$26,440	\$19,877
0-02-10-573-010	WU - IT - Admin - Meeting Expense						\$0
0-20-10-573-010	WU - Eng - Admin - Meeting Expense	\$254	\$0	\$1,050	\$0	\$1,050	\$0
0-21-10-573-010	WU - Const - Admin - Meeting Expense	\$0	\$158	\$3,250	\$0	\$3,250	\$0
0-22-10-573-010	WU - WRP - Admin - Meeting Expense	\$0	\$0	\$0	\$0	\$5,950	\$0
0-30-20-573-010	WU - Bill - Collection - Meeting Expense	\$0	\$0	\$0	\$0	\$0	\$0
0-31-10-573-010	WU - Acctg - Admin - Meeting Expense	\$0	\$0	\$600	\$0	\$600	\$0
0-40-60-573-010	WU - Ops - TandD - Meeting Expense	\$0	\$0	\$8,000	\$4,525	\$0	\$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>\$0</b>
0-01-10-573-020	WU - Admin - Admin - Meeting Expense - Board	\$5,680	\$5,054	\$14,075	\$7,609	\$9,952	\$0
<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>\$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	\$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>\$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>\$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	\$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>\$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	\$6,500,000
0-00-90-581-000	WU - Depreciation - Amortization	\$660,984	\$743,456	\$700,000	\$752,653	\$700,000	\$752,653
0-00-90-582-000	WU - Bond Inflows & Outflows	-\$41,932	-\$41,932	-\$41,932	-\$41,932	-\$41,932	-\$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	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>\$1,280,502</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>\$1,092,302</b>
10-01-00-604-999	WU-Admin-RandR Capital Purchases	\$0	\$0	\$90,000	\$0	\$0	\$0
10-02-00-604-999	WU-IT-RandR Capital Purchases	\$50,588	\$216,357	\$427,000	\$44,025	\$565,000	\$112,302
10-10-40-604-999	WU-Qual-Purification-RandR Capital Purchases	\$0	\$0	\$37,000	\$0	\$0	\$40,000
10-21-00-604-999	WU-Const/Admin/Capital Purchases	\$1,669	\$39,491	\$10,000	\$100	\$10,000	\$10,000
10-30-00-604-999	WU-Fiscal-RandR Capital Purchases	\$0	\$0	\$33,000	\$0	\$0	\$159,000
10-40-00-604-999	WU-Ops-RandR Capital Purchases	\$418,234	\$151,172	\$670,000	\$0	\$340,000	\$771,000
<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>\$188,200</b>
10-01-00-605-999	WU-Admin-RandR Capital Purchases	\$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	\$160,000
10-10-40-605-999	WU-Qual-Expansion Capital Purchases	\$0	\$0	\$0	\$0	\$0	\$0
10-21-00-605-999	WU-Const/Admin/Capital Purchases	\$1,021	\$0	\$10,000	\$0	\$100,000	\$10,000
10-30-00-605-999	WU-Fiscal-RandR Capital Purchases	\$596,689	\$54,384	\$0	\$0	\$0	\$0
10-31-00-605-999	WU-Const/Admin/Capital Purchases	\$0	\$0	\$0	\$0	\$3,000	\$0
10-40-00-605-999	WU-Ops-Expansion Capital Purchases	\$71,469	\$9,872	\$328,000	\$0	\$475,000	\$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>\$26,926,962</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>\$345,000</b>
10-20-00-604-000	WU/Eng-Permit Fees	\$0	\$0	\$20,000	\$3,138	\$20,000	\$10,000
10-20-00-604-001	WU-Eng-ALLR-KW-07 Paua Valley Tank Repair	\$0	\$51,764	\$0	\$16,539	\$0	\$85,000
10-20-00-604-006	WU-Eng-34%R-PLH-28 Hanamaulu Main (Hoohana Street)	\$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
10-20-00-604-009	WU-Eng-ALLR-Hanapepe Stream Crossing	\$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
10-20-00-604-120	WU-Eng-Kilauea 1.0 MG tank (RR 10%)	\$3,740	\$2,671	\$0	\$0	\$0	\$0
10-20-00-604-146	WU-Eng-Hanapepe-Eleele Connecting Pipeline HE-1 and HE-10 (RR 12%)	\$10,254	\$71,960	\$0	\$12,999	\$0	\$0
10-20-00-604-147	WU-Eng-Rehabilitate Puupilo Steel tank	\$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	\$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
10-20-00-604-150	WU-Eng-Makanui and Kuai Road Main Replacement (RR 37%)	\$0	\$0	\$0	\$0	\$0	\$0
10-20-00-604-151	KP-14a Koloa 6" and 12" Main Replacement plus additional area (Wailani and Waihothono)	\$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
10-20-00-604-157	Kilauea Wells MCC rehab	\$0	\$228,666	\$0			\$250,000
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
10-20-00-604-162	WU-Eng-17-13 & 14, Engineering Services for Islandwide Vulnerability and Resiliency Assessment.	\$0	\$0	\$150,000			\$0
10-20-00-604-169	Baseyard MP Ph 1	\$0	\$0	\$0	\$0	\$0	\$0
<b>Water Utility Fund (Misc. Capital Purchases - Expansion)</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
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>		<b>\$315,299</b>	<b>\$5,650</b>	<b>\$5,155,000</b>	<b>\$3,564,521</b>	<b>\$5,255,000</b>	<b>\$17,705,000</b>

## New Capital Outlay

		FY 2016- 2017 Actual	FY 2017- 2018 Actual	FY 2018- 2019 Budget	FY 2018- 2019 Actual	FY 2019 - 2020 Budget	Proposed Budget FY 2020- 2021
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
10-21-00-604-029	WU/Const/Capital Outlay/09-01, Yamada Tank, Clearwell & connecting PL	\$0	\$0	\$0	\$0	\$0	\$13,200,000
10-21-00-604-033	WU-Cns-ALLR-13-07, Koloa Well D Repairs (s/b 20, per Dustin)	\$315,299	\$5,650	\$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	\$0
10-21-00-604-102	WU-Cns-44%R-10-01 Ani-01b-Anini Rd WL DOW-Princvl	\$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
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	\$0
10-21-00-604-001	Paua Valley Tank Repair	\$0	\$0	\$1,400,000	\$0	\$1,400,000	\$0
10-21-00-604-157	Kilauea 1&2 MCC (engineer's estimate - \$2.576M)	\$0	\$0	\$3,755,000	\$0	\$3,755,000	\$3,755,000
10-21-00-604-167	Kukuiofono Tank Demo					\$100,000	\$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
<b>Water Utility Fund (Capital Outlay - Rehabilitation &amp; Replacement- Operations)</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1</b>	<b>\$2,201,962</b>
10-40-00-604-166	SWTP - Water Treatment Delivery Agreement with Grove Farm - R&R	\$0	\$1,050	\$0		\$1	\$2,201,962
<b>Water Utility Fund (Capital Projects - Exp - Construction)</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,302,856</b>	<b>\$0</b>	<b>\$0</b>
10-21-00-605-118	WU/Const/Capital Outlay/WK-39-Kapaa Homestead Well No. 4 (100% Expansion)	\$0	\$0	\$0	\$750,000	\$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
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	\$0
10-21-00-605-017	Kapaia Cane Haul Road 18" Main (98.55% Exp) \$3,241,350	\$0	\$0	\$0	\$0	\$0	\$0
<b>FRC Fund (Capital Projects - Expansion - Design )</b>		<b>\$33,657</b>	<b>\$190,102</b>	<b>\$0</b>	<b>\$85,510</b>	<b>\$680,000</b>	<b>\$450,000</b>
20-20-00-605-006	FRC-Eng-66%E-PLH-28 Hanamaulu Main (Hoohana Street)	\$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
20-20-00-605-014	FRC-Eng-ALLE-Purchase Water System 1	\$0	\$0	\$0		\$0	\$0
20-20-00-605-016	FRC-Eng-ALLE-Poipu 1 MG Storage Tank	\$0	\$0	\$0		\$0	\$0
20-20-00-605-018	FRC-Eng-ALLE-H-08 Hanalei Well 2	\$0	\$0	\$0		\$0	\$0
20-20-00-605-019	FRC-Eng-E-Kapaia SWTP Expansion	\$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
20-20-00-605-148	FRC-Eng-Kuhio Hwy (Hardy-Oxford) 16" Main replacement (EXP 44% of \$150K)	\$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
20-20-00-605-150	FRC-Eng-Makanui and Kuai Road Main Replacement (EXP 63%)	\$0	\$0	\$0		\$0	\$0
20-20-00-605-151	KP-14A Koloa 6" & 12" Main Repla + add'l area (Wailani & Waihihinou Rds, prt of KP-14 (Exp 50%))	\$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
20-20-00-605-154	FRC-Eng-Drill and Test Kilauea Well #3 (EXP)	\$0	\$2,760	\$0		\$0	\$0
20-20-00-605-155	FRC-Eng-Wainiha Well #4 (EXP)	\$0	\$0	\$0		\$160,000	\$0
20-20-00-605-156	FRC-Eng-land acquisition for Kilauea Well #3	\$0	\$0	\$0		\$0	\$0
20-20-00-605-156	FRC-Eng-land acquisition for jelly factory booster pump	\$0	\$0	\$0		\$0	\$0
20-20-00-605-156	FRC-Eng-land acquisition for Poipu tank	\$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

## New Capital Outlay

		FY 2016- 2017 Actual	FY 2017- 2018 Actual	FY 2018- 2019 Budget	FY 2018- 2019 Actual	FY 2019 - 2020 Budget	Proposed Budget FY 2020- 2021
20-20-00-605-156	FRC-Eng-land acquisition for SWTP expansion	\$0	\$0	\$0		\$0	\$0
20-20-00-605-118	Develop Kapaa Well No. 4 site improvements (production well)		\$0	\$0		\$450,000	\$450,000
20-20-00-605-117	UH Experiment Station Tank - land acquisition		\$0	\$0		\$0	\$0
20-20-00-605-168	Kalaheo System Improvements - recertify plans/permits		\$0	\$0		\$40,000	\$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>\$225,000</b>
20-21-00-605-017	FRC-Eng-ALLE-18IN Cane Haul Road Main	\$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
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
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
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	\$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
<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>\$0</b>
30-21-00-604-101	BAB-Cns-ALLR-10-01 Ani01a-Anini Kalihiwai 6IN Main	\$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
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	\$0
30-21-00-604-109	BAB-Cns-19%R-XX-YYLO-08LO-10-Koloa Al.-Piko, Lawai	\$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
30-21-00-604-114	BAB-Cns-ALLR-XX-YY PLH-39a-Lihue Baseyard Imprvmt	\$605,698	\$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
30-21-00-604-129	BAB-Cns-ALLR-11-10 8IN WL Halewili, Kaum to HHale	\$260,495	\$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
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
<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>
30-20-00-605-139	BAB-Eng-ALLE-Moloaa Tank Site Acquisition	\$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
<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>\$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
30-21-00-605-106	BAB-Cns-50%E-03-04 K05a-Kalaheo Tank 0.5MG 886FT	\$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
30-21-00-605-110	BAB-Cns-ALLE-WK-08-Kapaa Homestead Tank (Ornellas)	\$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
30-21-00-605-118	BAB-Cns-ALLE-WK-39-Kapaa Homestead Well No. 4	\$0	\$0	\$0	\$676,543	\$0	\$0
30-21-00-605-120	BAB-Cns-90%E-0206WKK15-Kilauea 466 Tnk Puu Pane W3	\$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
30-21-00-605-029	BAB-Cns-CO-09-01 Kalaheo 1111' & 1112' WS Improv Pkg A,B,C	\$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
<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>
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

## New Capital Outlay

		FY 2016- 2017 Actual	FY 2017- 2018 Actual	FY 2018- 2019 Budget	FY 2018- 2019 Actual	FY 2019 - 2020 Budget	Proposed Budget FY 2020- 2021
60-21-00-604-114	SRF-Cns-ALLR-X-YY PLH-39a-Lihue Baseyard Imprvmts	\$0	\$0	\$0	\$0	\$0	\$0

**REVENUES - REVISED WORKSHEETS**

Account	Description	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 YTD Actual	FY 2020-2021 Projected Revenues (option 1)	FY 2020-2021 Projected Revenues (option 2)
<b>Water Utility Fund</b>		\$ 30,832,569	\$ 40,348,139	\$ 36,894,780	\$ 34,762,769	\$ 27,510,216	\$ 34,606,164	\$ 31,563,000
10-00-00-400-000	WU/Water Sales	\$ 27,910,121	\$ 29,354,767	\$ 27,959,468	\$ 26,929,850	\$ 23,316,376	\$ 26,036,652	\$ 22,993,488
10-00-00-405-000	WU/Revenue from Public Fire Protection	\$ 2,136,510	\$ 2,133,294	\$ 2,174,298	\$ 2,136,510	\$ 1,811,915	\$ 2,174,298	\$ 2,174,298
10-00-00-410-000	WU/Other Water Revenue	\$ 395,067	\$ 250,000	\$ 348,905	\$ 250,000	\$ 134,144	\$ 300,000	\$ 300,000
10-00-00-430-000	WU/Federal Grants (FEMA)		\$ -	\$ 32,228	\$ 828,535		\$ 828,535	\$ 828,535
10-00-00-432-000	WU/State Grants		\$ 7,869,595	\$ 3,754,453	\$ 3,800,000	\$ 1,350,364	\$ 4,500,000	\$ 4,500,000
10-00-00-440-000	WU/Capital Contributions - Cash Receipts	\$ 604,085	\$ 634,482	\$ 586,575	\$ 611,874	\$ 487,686	\$ 560,679	\$ 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	\$ (807,073)	\$ -	\$ 1,150,866	\$ -	\$ -	\$ -	\$ -
10-00-00-461-000	WU/Investment Income	\$ 567,364	\$ 100,000	\$ 812,034	\$ 200,000	\$ 406,190	\$ 200,000	\$ 200,000
10-00-00-470-000	WU/Gain or Loss on Disposal of Capital Assets	\$ 18,554	\$ 5,000		\$ 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	\$ 7,940	\$ 1,000	\$ 75,953	\$ 1,000	\$ 3,541	\$ 1,000	\$ 1,000
<b>Non-Revenue Cash Inflow</b>			\$ -		\$ -		\$ -	\$ -
10-00-00-498-300	WU/Bond Proceeds - BAB		\$ -		\$ -		\$ -	\$ -
10-00-00-499-600	WU/Loan Proceeds - SRF Loan		\$ -		\$ -		\$ -	\$ -
<b>FRC Fund</b>		\$ 1,093,629	\$ 671,921	\$ 696,519	\$ 662,232	\$ 1,103,849	\$ 640,291	\$ 640,291
20-00-00-424-000	FRC/Facility Reserve Charge	\$ 834,735	\$ 400,000	\$ 437,130	\$ 400,000	\$ 895,815	\$ 400,000	\$ 400,000
20-00-00-440-000	WU/Capital Contributions - Cash Receipts (BAB Subsidy)	\$ 258,894	\$ 271,921	\$ 259,389	\$ 262,232	\$ 208,034	\$ 240,291	\$ 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>		\$ 151,726	\$ 35,000	\$ 225,696	\$ 35,000	\$ 307,351	\$ 35,000	\$ 35,000
30-00-00-453-000	BAB/Net Increase in Fair Value of Investments	\$ (104,183)	\$ (30,000)	\$ (13,847)	\$ (30,000)	\$ 187,491	\$ (30,000)	\$ (30,000)
30-00-00-461-000	BAB/Investment Income	\$ 255,909	\$ 65,000	\$ 239,543	\$ 65,000	\$ 119,860	\$ 65,000	\$ 65,000
<b>SRF Fund</b>			\$ -		\$ -		\$ -	\$ -
60-00-00-430-000	SRF/Federal Grants						\$ -	\$ -
60-00-00-453-000	SRF/Net Increase in Fair Value of Investments		\$ -		\$ -		\$ -	\$ -

**Option 1**

As of 4/30/2020

**FY 2020 - 2021 Water Sales Projection**

**WU/Water Sales**

Estimated Water Sales - FY 2019- 2020 (see Sch. 1)		26,036,652.43
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**

**26,036,652.43**

**Sch. 1**

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

July, 2019 to April, 2020 (Actual)	86%	\$	22,403,222.71
May to June, 2020	14%		3,633,429.72
Estimated Annual		\$	<b>26,036,652.43</b>
			26,036,652.43

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	307.883	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		(21.880)	-7%
April	294.834	327.707	255.907		(71.800)	-22%
May	292.845	339.334				
June	322.526	378.527		86%		
Add: May to June, 2020 (based on the last two months May to June 2019) average water consumption multiplied by 93%; 7% decrease)						
February, 2020 estimated			-			
March, 2020, estimated			-			
April, 2020, estimated						
May, 2020, estimated			255.907			
June, 2020, estimated			255.907	14%		
					using April Sales to estimate	
					May and June sales.	
	4,014.583	3,921.434	3,667.588		(253.846)	-6.5%
FY 2020 Estimated decrease in water usage						
		(93.149)	(253.846)			
<b>Equivalent rate increase (decrease)</b>		<b>-2.3%</b>	<b>-6.5%</b>			
Ave mo. Usage			261.971			

Option 2

REPORT OF MONTHLY BILLED REVENUES

For Fiscal Years 2018, 2019 & 2020

	2018		2019		2020
\$	2,760,278	\$	2,459,791	\$	2,594,993
\$	2,720,713	\$	2,484,364	\$	2,616,525
\$	2,900,969	\$	2,387,444	\$	2,568,987
\$	2,646,300	\$	2,307,018	\$	2,344,974
\$	2,656,924	\$	2,254,135	\$	2,224,482
\$	2,104,089	\$	2,168,082	\$	2,085,759
\$	2,295,593	\$	2,131,137	\$	2,064,173
\$	2,201,268	\$	2,175,447	\$	2,036,448
\$	2,068,741	\$	2,222,428	\$	2,177,234
\$	2,049,058	\$	2,337,458	\$	1,860,315
\$	2,076,298	\$	2,396,951	\$	1,860,315
\$	2,312,100	\$	2,635,214	\$	1,860,315
\$	28,792,331	\$	27,959,469	\$	26,294,520

average monthly billed revenues	\$	2,191,210
April Revenues/Total Revenues		7%
Assuming flat revenues		85%
Projected= \$26,294,520*85%	\$	22,323,775
Add 3% increase	\$	22,993,488

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

NET DEBT SERVICE  
County of Kaua'i  
Kaua'i Water Department

\*\*\*\*\*

Water Department  
Series 2010A Taxable General Obligation Bonds  
(Build America & Recovery Zone Economic Development Bonds)  
Final Pricing

\*\*\*\*\*

Date	Principal	Interest	Total Debt Service	BAB Subsidy	Net Debt Service	Annual Net D/S	BAB Subsidy	% Reduction to Interest
8/1/2010	-	1,030,421.77	1,030,421.77	-360,647.62	669,774.15	-		
2/1/2011	-	1,460,440.30	1,460,440.30	-511,154.11	949,286.19	-	-871,801.73	-35%
6/30/2011	-	-	-	-	-	1,619,060.34		
8/1/2011	-	1,460,440.30	1,460,440.30	-511,154.11	949,286.19	-		
2/1/2012	-	1,460,440.30	1,460,440.30	-511,154.11	949,286.19	-	-1,022,308.22	-35%
6/30/2012	-	-	-	-	-	1,898,572.38		
8/1/2012	-	1,460,440.30	1,460,440.30	-511,154.11	949,286.19	-		
2/1/2013	-	1,460,440.30	1,460,440.30	-511,154.11	949,286.19	-	-1,022,308.22	-35%
6/30/2013	-	-	-	-	-	1,898,572.38		
8/1/2013	1,875,000	1,460,440.30	3,335,440.30	-511,154.11	2,824,286.19	-		
2/1/2014	-	1,442,112.18	1,442,112.18	-504,739.26	937,372.92	-	-1,015,893.37	-35%
6/30/2014	-	-	-	-	-	3,761,659.11		
8/1/2014	1,915,000	1,442,112.18	3,357,112.17	-504,739.26	2,852,372.92	-		
2/1/2015	-	1,418,193.83	1,418,193.83	-496,367.84	921,825.99	-	-1,001,107.10	-35%
6/30/2015	-	-	-	-	-	3,774,198.9		
8/1/2015	1970000	1,418,193.83	3,388,193.83	-496,367.84	2,891,825.98	-		
2/1/2016	-	1,389,451.52	1,389,451.52	-486,308.03	903,143.50	-	-982,675.87	-35%
6/30/2016	-	-	-	-	-	3,794,969.48		
8/1/2016	2,030,000	1,389,451.52	3,419,451.52	-486,308.03	2,933,143.50	-		
2/1/2017	-	1,355,601.27	1,355,601.27	-474,460.45	881,140.83	-	-960,768.48	-35%
6/30/2017	-	-	-	-	-	3,814,284.32		
8/1/2017	2,100,000	1,355,601.27	3,455,601.27	-474,460.45	2,981,140.83	-		
2/1/2018	-	1,316,908.77	1,316,908.77	-460,918.07	855,990.71	-	-935,378.52	-35%
6/30/2018	-	-	-	-	-	3,837,131.53		
2/1/2019	2,185,000	1,316,908.77	3,501,908.77	-460,918.07	3,040,990.71	-		
6/30/2019	-	1,272,815.48	1,272,815.48	-445,485.42	827,330.06	-	-906,403.49	-35%
8/1/2019	2,275,000	1,272,815.48	3,547,815.48	-445,485.42	3,102,330.06	-		
2/1/2020	-	1,224,630.98	1,224,630.98	-428,620.84	796,010.14	-	-874,106.26	-35%
6/30/2020	-	-	-	-	-	3,898,340.19		
8/1/2020	2,375,000	1,224,630.98	3,599,630.98	-428,620.84	3,171,010.13	-		
2/1/2021	-	1,172,547.23	1,172,547.23	-410,391.53	762,155.70	-	-839,012.37	-35%
6/30/2021	-	-	-	-	-	3,933,165.83		
8/1/2021	2,485,000	1,172,547.23	3,657,547.23	-410,391.53	3,247,155.69	-		
2/1/2022	-	1,115,938.93	1,115,938.93	-390,578.62	725,360.31	-	-800,970.15	-35%
6/30/2022	-	-	-	-	-	3,972,516.00		
8/1/2022	2,605,000	1,115,938.93	3,720,938.93	-390,578.62	3,330,360.31	-		
2/1/2023	-	1,053,992.02	1,053,992.02	-368,897.21	685,094.82	-	-759,475.83	-35%
6/30/2023	-	-	-	-	-	4,015,455.12		
8/1/2023	2,730,000	1,053,992.02	3,783,992.02	-368,897.21	3,415,094.81	-		
2/1/2024	-	987,025.13	987,025.13	-345,458.79	641,566.34	-	-714,356.00	-35%
6/30/2024	-	-	-	-	-	4,056,661.15		
8/1/2024	2,870,000	987,025.13	3,857,025.13	-345,458.79	3,511,566.34	-		
2/1/2025	-	914,471.53	914,471.53	-320,065.03	594,406.50	-	-665,523.82	-35%

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	\$ 503,800
<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	\$ 155,000
<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	\$ 25,240
<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	\$ 55,660
<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	\$ -	\$ -
<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	\$ 19,877
<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	\$ -
	<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>\$ 1,143,733</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>\$ 1,143,733</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>\$ 1,143,733</b>

General Expenses - Admin

**TOTAL:** WU/Admin/Admin/Professional Services - General      **\$38,694.50**    **\$22,257**    **\$365,800**    **\$135,925**    **\$371,300**    **\$152,781**    **\$503,800** [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
Other Services - Board	Board Advisor	\$0.00		\$0.00		\$0.00		\$120,000.00	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

General Expenses - Admin

**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**

**\$155,000** [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		\$0.00	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		\$0.00	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 \(Kirk\)1A1](#)

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**      **\$25,240** [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		\$0.00	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



**TOTAL: WU/Admin/Admin/Travel and Per Diem \$28,504 \$35,131 \$38,600 \$26,873 \$59,880 \$30,191 \$55,660 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
Travel & per diem	Departmental budget - travel & per diem. Each division may submit a request to the Manager for approval. Manager will approve travels based on prioritized operational need and/or requirement.							\$50,760.00	
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		\$0.00	No
Project WET Conference	Project WET (Per Diems and Airfare)					\$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			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			No
AWWA Conference	AWWA Water quality technology conference and exposition					\$2,970.00			No
AWWA Conference	AWWA water infrastructure conference and exposition					\$2,970.00			No
AWWA Conference	AWWA North American water loss conference and exposition					\$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			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			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			No
AWWAWEF 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			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			No
IPMA-HR Conference						\$2,000.00			No
Ground Transportation	Car Rental, Shuttle Services, Airport Parking Reimbursement	\$1,935.75		\$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>\$0 <a href="#">Admin Expense</a></b>		
<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			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			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			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			No
Mileage				\$300.00		\$300.00			No
Ground Transportation	Car Rental, Shuttle Services, Airport Parking Reimbursement	\$324.80		\$1,000.00		\$1,000.00			No
Unanticipated Travels	For board training & development - travel & per diem			\$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 \$ 19,877** [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
Meeting Expense	Departmental budget -Meeting Expense.							\$12,636.80	
HWWA	Kauai Conference			\$ 10,000.00		\$ -		\$ -	No
Administrative Conference	Registration for Administrative Professionals Conferences	\$2,495.00		\$5,000.00		\$5,000.00		\$0.00	No
IPMA-HR Conference	Registration & Pre-Workshop (IPMA-HR = International Public Management Association)					\$2,500.00		\$0.00	No
Project WET Conference	Project WET Registrations (X2)					\$800.00		\$0.00	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		\$0.00	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		\$0.00	No
AWWA Conference	AWWA Water quality technology conference and exposition					\$700.00		\$0.00	No
AWWA Conference	AWWA water infrastructure conference and exposition					\$700.00		\$0.00	No
AWWA Conference	AWWA North American water loss conference and exposition					\$700.00		\$0.00	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		\$0.00	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		\$0.00	No
FY 2021 Budget									
01-Admin-Admin-Utility Management Conference	Registration and Course Materials (Location & Date TBA) (\$700 X 1)	\$0.00	10-01-10-573-010 6/1/2020	\$1,000.00		\$700.00		\$0.00	No

General Expenses - Admin

<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>\$0</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			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			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			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			No
Meals	Board Meetings			\$900		\$1,512			No
Drinks and supplies	Board Meetings			\$500		\$540			No
Publications	Advertising, Public Notices (moved budget to 542-020)					\$0.00			
Miscellaneous	Contingency for Board trainings			\$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	\$ 90,700
<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	\$ 39,200
<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	\$ 2,000
<a href="#">10-02-10-572-010</a>	WU/IT/Admin/Travel and Per Diem	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<a href="#">10-02-10-573-010</a>	WU/IT/Admin/Meeting Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<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>\$ 413,519</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	\$ 112,302	\$ 147,940	\$ 112,302
<a href="#">10-02-00-605-999</a>	WU/IT/Capital Outlay - Expansion/Misc. Capital Purchases	\$ 35,567	\$ -	\$ 310,000	\$ 6,899	\$ 160,000	\$ 6,899	\$ 160,000
	<b>SUMMARY OF CAPITAL PURCHASES</b>	<b>\$ 86,155</b>	<b>\$ 216,357</b>	<b>\$ 737,500</b>	<b>\$ 154,839</b>	<b>\$ 272,302</b>	<b>\$ 154,839</b>	<b>\$ 272,302</b>
	SUMMARY OF OPERATING EXPENSES	\$ 672,106	\$ 546,149	\$ 781,685	\$ 644,180	\$ 940,069	\$ 549,886	\$ 413,519
	SUMMARY OF CAPITAL PURCHASES	\$ 86,155	\$ 216,357	\$ 737,500	\$ 154,839	\$ 272,302	\$ 154,839	\$ 272,302
	<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>\$ 1,212,371</b>	<b>\$ 704,725</b>	<b>\$ 685,821</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		



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) Ornellas	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
	MOVED FROM OPERATIONS BUDGET TO IT FOR BETTER ACCOUNTABILITY							

**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** **\$90,700**  
 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
OCE Printer/Scanner		\$ 5,634.84		\$ 6,250		6,250		\$6,400
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		
Anti-Virus		\$ 3,854.00		\$ 5,000		\$ 5,000		\$6,000
ESRI	DOW supplement payment to County for use of ESRI	\$ 260.42		\$ 2,500		\$ 17,500		\$17,500
Great Plains	Maintenance & Support	pending contract		\$ 12,000		\$ 12,000		
Citrix (Go to Assist/Meeting)		\$ 1,847.04		\$ 2,000		\$ -		\$0
XC2		\$ 960.00		\$ 1,300		\$ 1,300		
MPET/MMIS		\$ 7,250.00		\$ 20,000		\$ 20,000		
AutoCAD	5 licenses			\$ 5,500		\$ 5,500		\$6,000
Go Exchange				\$ 3,500		\$ 3,500		\$3,500
IP Switch				\$ 1,000		\$ -		\$0
VoIP Phone		\$ 9,843.09		\$ 13,000		\$ 13,000		\$13,000
Team				\$ 500		\$ 500		\$500
SSL Certificate				\$ 800		\$ 800		\$900
Paramount	Maintenance & Support	pending review of		\$ 3,000		\$ 3,000		
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
Backup						\$ 900		\$900
Egnyte						\$ 3,000		\$3,000
Project Management Software				\$ 40,000	\$ -	\$ 40,000	\$ -	
Adobe Subscription	Annual Subscription Renewals			\$ 3,000		\$ 8,000		\$0
Oracle Cloud Services	Maui'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 Maui's portion. Maui's payment will be credited to this account.	\$ 26,403.00		\$200,000	\$ -	\$0	\$ -	\$0
CCnB Cloud Hosting Services	Multi-year contract				\$ -	\$250,000	\$ -	
Customer Care & Billing License	Kauai License			\$30,000	\$ -	\$30,000	\$ -	
Innovyze				\$4,000	\$ -	\$4,000	\$ -	
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
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/Training and Development**

**\$9,363**

**\$4,390**

**\$12,000**

**\$2,615**

**\$12,000**

**\$972**

**\$2,000**

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		2,000

**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
	Travel accomodations and per diem for four (4) staff member trips to attend training & meetings. (Estimate: air fare \$700, lodging & ground transporation \$900, per diem \$750)							-
								\$0



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

**\$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
Training - Various	As needed on-island and/or off-island training registration to assist with the professional development of the Information Technology Division's staff. (i.e. Law, Legislation, Regulation updates & changes, ESRI, GIS & GPS Concepts, Microsoft Training, Networking, Server Systems, Business Writing, etc).								\$0

**TOTAL:** WU/IT/Capital Outlay - Rehabilitation and Replacement/Misc. Capital Purchases **\$50,588 \$216,357 \$427,500 \$65,363 \$815,000 \$147,940 \$112,302**

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		\$0
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		\$112,302
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. (Moved to Water Quality (10-10-40-604-999))							\$0
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**      **\$160,000**

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		50,000
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	\$ 18,000
<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	\$ -	\$ -	\$ -	\$ 1,600
	<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>61,500</b>
<a href="#">10-10-40-604-999</a>	WU/Qual/Purification/Misc. Capital Outlay - Replacement	\$ -	\$ -	\$ 37,000	\$ -	\$ -	\$ 35,695	\$ 40,000
<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>\$ 35,694.88</b>	<b>\$ 40,000.00</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>\$ 61,500</b>
	<b>SUMMARY OF CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 37,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 35,695</b>	<b>\$ 40,000</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>\$ 118,985</b>	<b>\$ 101,500</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    \$18,000**

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								\$3,000

**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								





## 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	\$ 615,000
<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	\$ -
<a href="#">10-20-10-573-010</a>	WU/Eng/Admin/Meeting Expense	\$ 254	\$ -	\$ 1,050	\$ -	\$ 1,050	\$ -	\$ -
	<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>\$ 615,800.00</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	\$ 345,000
	<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>\$ 345,000</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	\$ 345,000
<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>\$ 795,000.00</b>

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

**\$111,932    \$288,716    \$425,000    \$296,451    \$405,000    \$445,056    \$615,000**

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
Kukuioiono 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	\$130,000
Design services for emergency generators housing structures at remote sites	Engineering design for structures at remote sites to protect portable emergency generators; emergency generator evaluation for SWTP -P.E.R. only Phase I (budget was moved from Operations)			\$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 - Granulated Activated Carbon (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/AdminCapital Outlay - Rehabilitation and Replacement/Capital Purchases **\$13,994** **\$355,061** **\$170,000** **\$119,523** **\$370,000** **\$74,385** **\$345,000**

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		\$ -	\$ 85,000
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	\$250,000
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 \$.16M)							\$0

<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 Waihoonou 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="#">10-21-10-561-010</a>	WU/Const/Admin/Repairs & Maintenance - Other than Water System							\$ 40,000
<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	\$ -
<a href="#">10-21-10-573-010</a>	WU/Const/Admin/Meeting Expense	\$ -	\$ -	\$ 3,250	\$ -	\$ 3,250	\$ 2,200	\$ -
	<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>\$ 102,300.00</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>\$ 24,052,300.00</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**

**\$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
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	\$0

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**

**\$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
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	\$0

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:** 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 (Alalohe 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:** SRF/Capital Outlay - R&R/Capital  
Projects - CM

\$0

\$0

\$0

\$0

\$0

\$0

Line Item	Notes	FY 2016 - 2017 Actual	FY 2017 - 2018 Actual	FY 2018 - 2019 Proposed	FY 2018 - 2019 Actual	FY 2019 - 2020 Proposed	FY 2019 - 2020 Actual	FY 2020 - 2021 Budget	New Request?
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				\$0		\$0	Jun-21

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



# 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>1,811,400</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	\$1,785,000
<a href="#">10-22-10-561-000</a>	WU/Plan/Admin/Professional Services							\$6,500
<a href="#">10-22-10-563-000</a>	WU/Plan/Admin/Operating Supplies	\$346	\$2,956	\$1,250	\$332	\$1,000	\$137	\$500
<a href="#">10-22-10-570-010</a>	WU/Plan/Admin/Books, Publications, Subscriptions, and Memberships (NEW)	\$0	\$0	\$0	\$0	\$3,000	\$0	\$3,400
<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	\$16,000
<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	\$0
<a href="#">10-22-10-573-010</a>	WU/Plan/Admin/Meeting Expense (NEW)	\$0	\$0	\$0	\$0	\$5,950	\$880	\$0
	<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>\$1,811,400</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	\$1,811,400
	<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>\$1,811,400</b>

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

**\$272,638**

**\$359,646**

**\$1,635,000**

**\$237,171**

**\$1,635,000**

**\$399,451**

**\$1,785,000**

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
As Needed Services - Planning Review	As Needed Services - Planning Review							\$150,000

Note:

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

**\$6,500**

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	Moved
XC2	Moved budget line item from IT Budget.								\$1,500	Fr IT
Innovyze	Moved budget line item from IT Budget.							\$ -	\$5,000	Fr. IT
*Moved from IT budget										







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

**\$14,565**

**\$14,740**

**\$20,000**

**\$11,050**

**\$18,000**

**\$1,069**

**\$16,000**

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
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		\$14,000
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		\$2,000
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**

**\$4,800**

**\$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
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		\$0
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 transporation \$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 transporation \$2200, per diem \$1350).		\$20	\$5,300	\$20	\$5,000		\$0
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 transporation \$4000, per diem \$2500)					\$7,700		\$0

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

**\$0                      \$0                      \$5,950                      \$880                      \$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
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		\$0
Conference/Training - Various - Registration	Registration fees for staff to attend various on-island and off-island professional development training and webinars.					\$2,000		\$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
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>		\$ 226,695	\$ 175,248	\$ 483,033	\$ 225,159	\$ 253,373	\$ 138,232	\$ 593,968
<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	\$ 179,418
<a href="#">10-30-20-561-000</a>	WU/Bill/Collection/Repairs & Maintenance - Other Than Water System							\$ 280,000
<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	\$ -	\$ 3,000
<a href="#">10-30-20-572-010</a>	WU/Bill/Collection/Travel and Per Diem	\$ -	\$ -	\$ 4,425	\$ 1,365	\$ 3,765	\$ 1,809	\$ -
<b>Miscellaneous Capital Purchases</b>		\$ 596,689	\$ 318,340	\$ 33,000	\$ 24,514	\$ 0	\$ 0	\$ 159,000
<a href="#">10-30-00-604-999</a>	WU/Bill/Collection/Capital Outlay - R&R/Misc. Capital Purchases	\$ -	\$ -	\$ 33,000	\$ 24,514	\$ -	\$ -	\$ 159,000
<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
	SUMMARY OF OPERATING EXPENSES	\$ 226,695	\$ 175,248	\$ 483,033	\$ 225,159	\$ 253,373	\$ 138,232	\$ 593,968
	SUMMARY OF CAPITAL PURCHASES	\$ 596,689	\$ 318,340	\$ 33,000	\$ 24,514	\$ -	\$ -	\$ 159,000
	OPERATING EXPENSES PLUS CAPITAL OUTLAY	\$ 823,384	\$ 493,588	\$ 516,033	\$ 249,673	\$ 253,373	\$ 138,232	\$ 752,968









WU/Bill/Collection/Repairs &  
**TOTAL: Maintenance - Other Than Water**  
 System

**\$280,000**

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
CCnB Cloud Hosting Services	Multi-year contract				\$ -	\$250,000	\$ -	\$250,000
Customer Care & Billing License	Oracle License - Technical Support			\$30,000	\$ -	\$30,000	\$ -	\$30,000

Note: These items were moved from IT budget.













**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>\$ 558,210</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	\$21,600
<a href="#">10-31-10-561-000</a>	WU/Acctg/Admin/Repairs & Maintenance - Other than Water System							\$13,700
<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	\$0
<a href="#">10-31-10-573-010</a>	WU/Acctg/Admin/Meeting Expense	\$0	\$0	\$600	\$0	\$600	\$0	\$0
<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>\$ 558,210</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>\$ 558,210</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/Other Services -  
General

**\$13,700**

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 ?
Great Plains	Maintenance & Support							\$9,700	No
Paramount	Maintenance & Support							\$4,000	No

Note: Moved these items from IT budget.

**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/Travel & Per Diem**

**\$0                      \$0                      \$4,485                      \$3,675                      \$4,485                      \$212                      \$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 YTD Actual	FY 2020-2021 Proposed	New Request ?
Travel & Per Diem	GFOA Conference - Continuing Education for GAAP and GASB updates			\$3,765		\$3,765		\$0	NO
	Airfare for 1 (\$1,400)								
	Hotel ( \$240*5)								
	Per diem ( \$145*7)								
	Miscellaneous (\$150)								
Interisland meetings	Interisland travels (240 * 3)			\$720		\$720		\$0	



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/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/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









# 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>\$6,042,177</b>
<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	\$1,500
<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	\$270,000
<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	\$60,000
<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	\$0
<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>\$789,200</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	\$771,000
<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>\$638,038</b>	<b>\$2,201,962</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	\$638,038	\$2,201,962
	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>\$6,042,177</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>\$789,200</u>
	SUMMARY OF CAPITAL OUTLAY	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$1</u>	<u>\$638,038</u>	<u>\$2,201,962</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>\$5,107,477</u>	<u>\$9,033,339</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/Repairs and Maintenance - Water System **\$35,050 \$306,772 \$171,000 \$110,775 \$171,000 \$247,204 \$171,000**

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
Outside contractual services	Includes waste management, maintaining and repairing plant facilities, maintenance of facilities, maintenance of tunnel sources, alarm circuits.			\$20,000		\$20,000		\$20,000
SCADA System Integrator Consulting and Maintenance Contract (Annually)	Outside services - Islandwide SCADA control system remote site maintenance.			\$150,000		\$150,000		\$150,000
Easement 5-1-5:23	Annual Lease - Easement for booster pump station on Wailapa			\$1,000		\$1,000		\$1,000

**TOTAL:** WU/Ops/TandD/Repairs and Maintenance - Other than Water System      **\$207,879**      **\$103,933**      **\$228,000**      **\$73,912**      **\$209,000**      **\$63,887**      **\$270,000**

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		\$40,000
Baseyard Parking Lot	Baseyard Parking Lot			\$0		\$0		\$0
Vehicle maintenance and service	Outside repair services and maintenance.			\$75,000		\$55,000		\$40,000
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		\$5,000
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
MPET/MMIS	Moved from IT budget							\$20,000



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

**\$38,008**

**\$49,962**

**\$75,000**

**\$52,877**

**\$60,000**

**\$46,450**

**\$60,000**

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
Miscellaneous Rehab Projects	construction, maintenance and rehabilitation projects.			\$75,000		\$60,000		\$60,000

**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**

**\$771,000**

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								\$0
Generators	150 KVA Emergency Generator (2 each)								\$100,000
Skid Steer Loaders	Replace SSL-4 and SSL-5								\$91,000
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								\$50,000
Sodium Hypochlorite on-site generation	Sodium Hypochlorite on-site generation								\$150,000
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.								\$0
AMI meter pilot tests									\$50,000
Sewer Lift Station SCADA Control Panel	Replace existing lift station control panel								\$30,000

**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



**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>							
<b>ADMIN</b>							
		901,816.04	950,272.63	1,040,377.49	1,415,946.49	507,465.24	1,096,536.54
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	622,182.00
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	61,137.42
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	181,003.68
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	55,213.44
<b>I.T.</b>							
		315,235.20	359,163.89	356,499.18	334,668.51	120,348.05	335,159.79
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	206,502.94
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	18,130.72
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	56,880.71
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	23,145.42
<b>WATER QUALITY</b>							
		326,727.21	342,611.08	353,902.94	328,486.42	180,100.09	351,836.82
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
<b>ENGINEERING</b>							
		407,261.81	381,265.81	321,314.07	510,008.24	166,367.14	322,843.96
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	219,011.00
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	17,595.84
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	55,202.64
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	20,034.48

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>706,420.92</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	477,881.00
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	37,858.40
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	118,771.44
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>710,644.26</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	468,707.50
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	37,386.12
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	117,289.80
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	67,260.84
<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>864,336.29</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	544,665.60
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	46,639.42
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	146,319.74
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	61,711.53
<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>961,379.20</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	622,746.00
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	52,995.07
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	166,259.04
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	49,379.09
<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>373,521.31</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	\$ 227,005.00
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	20,540.63
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	64,441.20
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	20,034.48
<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>294,355.04</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	\$ 197,017.00
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	15,989.80
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	50,164.08
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	19,184.16
<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>3,476,426.23</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	2,045,398.00
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	188,602.95
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	591,695.52
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	230,729.76
<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>10,147,230.57</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	6,394,682.04
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	552,879.43
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	1,723,723.69
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	643,445.42
<b>Budget Increase</b>					<b>1,118,740.85</b>		<b>(719,226.27)</b>

Department of Water  
County of Kauai  
FY 2020-2021

BU	Pos #	Position Title	Vacancy Date	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	Year Projected	
EM	E-19	Manager & Chief Engineer	12/1/2019	\$ 137,022.00	50%	\$ 68,511.00	\$ 5,241.09	\$ 16,442.64	2	\$ 10,362.48	
EM	E-30	Deputy Manager-Engineer	5/1/2018	\$ 123,318.00	0%	\$ 1.00	\$ 0.08	\$ 0.24	2	\$ 10,362.48	
EM	2350	Civil Engineer VII	12/31/2005	\$ 157,260.00	0%	\$ 1.00	\$ 0.08	\$ 0.24	2	\$ -	
03	2479	Senior Clerk	1/23/2020	\$ 34,608.00	50%	\$ 17,304.00	\$ 1,323.76	\$ 4,152.96	2	\$ 10,362.48	
03X	2354	Secretary	4/1/2019	\$ 44,058.00	0%	\$ 1.00	\$ 0.08	\$ 0.24	2	\$ 10,362.48	
<b>ADMINISTRATION</b>			<b>5</b>	<b>\$ 496,266.00</b>		<b>\$ 85,818.00</b>	<b>\$ 6,565.08</b>	<b>\$ 20,596.32</b>		<b>\$ 41,449.92</b>	
13	2475	Information Technology Specialist III	3/31/2020	\$ 70,626.00	75%	\$ 54,823.50	\$ 4,194.00	\$ 13,157.64	F	\$ 13,396.80	
13	2485	Waterworks Information Technology Manager	3/31/2019	\$ 112,798.44	100%	\$ 112,798.44	\$ 8,629.08	\$ 27,071.63	2	\$ 10,362.48	
13	2615	Information Technology Specialist III	5/30/2018	\$ 62,886.00	0%	\$ 1.00	\$ 0.08	\$ 0.24	2	\$ 10,362.48	
<b>INFORMATION TECHNOLOGY</b>			<b>3</b>	<b>\$ 246,310.44</b>		<b>\$ 167,622.94</b>	<b>\$ 12,823.15</b>	<b>\$ 40,229.51</b>		<b>\$ 34,121.76</b>	
13	2468	Civil Engineer V (from CE III)	3/16/2020	\$ 98,190.00	0%	\$ 1.00	\$ 0.08	\$ 0.24	F	\$ 13,396.80	
13	2358	Civil Engineer V (From 2476)	8/1/2017	\$ 92,718.00	0%	\$ 1.00	\$ 0.08	\$ 0.24		\$ -	
13	2458	Civil Engineer II ( on active recruitment )	12/16/2010	\$ 51,774.00	0%	\$ 1.00	\$ 0.08	\$ 0.24	2	\$ 10,362.48	
<b>ENGINEERING</b>			<b>3</b>	<b>\$ 242,682.00</b>		<b>\$ 3.00</b>	<b>\$ 0.23</b>	<b>\$ 0.72</b>		<b>\$ 23,759.28</b>	
13	2355	Civil Engineer V ( active recruitment )	11/1/2017	\$ 96,402.00	0%	\$ 1.00	\$ 0.08	\$ 0.24	2	\$ 10,362.48	
<b>CONSTRUCTION MANAGEMENT</b>			<b>1</b>	<b>\$ 96,402.00</b>		<b>\$ 1.00</b>	<b>\$ 0.08</b>	<b>\$ 0.24</b>		<b>\$ 10,362.48</b>	
03	2352	Engineering Drafting Technician III	3/1/2020	\$ 49,182.00	75%	\$ 36,886.50	\$ 2,821.82	\$ 8,852.76	2	\$ 7,771.86	
13	2360	Civil Engineer II (From CE I) moved to 2484	6/1/2016	\$ 62,886.00	0%	\$ 1.00	\$ 0.08	\$ 0.24	2	\$ -	
13	2494	Civil Engineer I (From CE III) moved to 2455 - on active recruitment	6/1/2016	\$ 47,946.00	0%	\$ 1.00	\$ 0.08	\$ 0.24	2	\$ -	
<b>WATER RESOURCES &amp; PLANNING</b>			<b>3</b>	<b>\$ 160,014.00</b>		<b>\$ 36,888.50</b>	<b>\$ 2,821.97</b>	<b>\$ 8,853.24</b>		<b>\$ 7,771.86</b>	
03	2605	Customer Service Representative I	3/1/2020	\$ 35,952.00	80%	\$ 28,761.60	\$ 2,200.26	\$ 6,902.78	2	\$ 8,289.98	
<b>FISCAL/BILLING</b>			<b>1</b>	<b>\$ 35,952.00</b>		<b>\$ 28,761.60</b>	<b>\$ 2,200.26</b>	<b>\$ 6,902.78</b>		<b>\$ 8,289.98</b>	
13	2488	Accountant I	5/1/2020	\$ 51,774.00	50%	\$ 25,887.00	\$ 1,980.36	\$ 6,212.88	2	\$ 10,362.98	
EM	2619	Assistant Waterworks Controller (New)	10/1/2019	\$ 76,618.50	80%	\$ 63,440.00	\$ 4,853.16	\$ 15,225.60	2	\$ 8,289.98	
<b>FISCAL/ACCOUNTING</b>			<b>2</b>	<b>\$ 76,618.50</b>		<b>\$ 63,440.00</b>	<b>\$ 4,853.16</b>	<b>\$ 15,225.60</b>		<b>\$ 8,289.98</b>	
<b>FISCAL</b>			<b>3</b>	<b>\$ 112,570.50</b>		<b>\$ 92,201.60</b>	<b>\$ 7,053.42</b>	<b>\$ 22,128.38</b>		<b>\$ 16,579.97</b>	
01	2401	Construction & Maintenance Worker I	9/1/2019	\$ 57,972.00	50%	\$ 28,986.00	\$ 2,217.43	\$ 6,956.64	2	\$ 5,181.24	
01	2611	Maintenance Worker I (New)	7/1/2019	\$ 57,972.00	50%	\$ 28,986.00	\$ 2,217.43	\$ 6,956.64	2	\$ 5,181.24	
<b>OPS - Source Subtotal</b>			<b>2</b>	<b>\$ 115,944.00</b>		<b>\$ 57,972.00</b>	<b>\$ 4,434.86</b>	<b>\$ 13,913.28</b>		<b>\$ 10,362.48</b>	
01	2461	Water Plant Operator I ( active recruitment )	12/29/2018	\$ 62,376.00	0%	\$ 1.00	\$ 0.08	\$ 0.24	2	\$ -	
01	2312	Assistant Water Plant Operator	2/16/2020	\$ 48,096.00	75%	\$ 36,072.00	\$ 2,759.51	\$ 8,657.28	-	\$ -	
<b>OPS - Water Purification Subtotal</b>			<b>2</b>	<b>\$ 110,472.00</b>		<b>\$ 36,073.00</b>	<b>\$ 2,759.58</b>	<b>\$ 8,657.52</b>		<b>\$ -</b>	
01	2457	Plant Electrician	11/1/2018	\$ 62,376.00	0%	\$ 1.00	\$ 0.08	\$ 0.24	2	\$ -	
<b>OPS - PNP Subtotal</b>			<b>1</b>	<b>\$ 62,376.00</b>		<b>\$ 1.00</b>	<b>\$ 0.08</b>	<b>\$ 0.24</b>		<b>\$ -</b>	
01	2418	Pipefitter	11/1/2019	\$ 57,972.00	75%	\$ 43,479.00	\$ 3,326.14	\$ 10,434.96	2	\$ 7,771.86	
02	2618	Repair Shop Supervisor (New)	8/16/2019	\$ 75,822.00	0%	\$ 1.00	\$ 0.08	\$ 0.24	2	\$ -	
01	2614	Automotive Mechanic I (New)	8/16/2019	\$ 60,168.00	0%	\$ 1.00	\$ 0.08	\$ 0.24		\$ -	
03	2617	Water Service Investigator III (New)	9/1/2019	\$ 62,232.00	0%	\$ 1.00	\$ 0.08	\$ 0.24	2	\$ -	

BU	Pos #	Position Title	Vacancy Date	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	Year Projected
01	2409	Water Meter Mechanic	5/1/2020	\$ 61,536.00	50%	\$ 30,768.00	\$ 2,353.75	\$ 7,384.32	2	\$ 5,181.24
01	2612	Utility Worker (New)	7/1/2019	\$ 48,096.00	0%	\$ 1.00	\$ 0.08	\$ 0.24	2	\$ -
01	NEW	Mechanic Helper	New	\$ 48,096.00	0%	\$ 1.00	\$ 0.08	\$ 0.24		\$ -
03	NEW	Automotive Stores Clerk	New	\$ 34,608.00	0%	\$ 1.00	\$ 0.08	\$ 0.24		\$ -
<b>OPS - TND Subtotal</b>			<b>8</b>	<b>\$ 448,530.00</b>		<b>\$ 74,253.00</b>	<b>\$ 5,680.35</b>	<b>\$ 17,820.72</b>		<b>\$ 12,953.10</b>
				<b>13</b>	<b>\$ 737,322.00</b>	<b>\$ 168,299.00</b>	<b>\$ 12,874.87</b>	<b>\$ 40,391.76</b>		<b>\$ 23,315.58</b>
				<b>31</b>	<b>\$ 2,091,566.94</b>	<b>0%</b>	<b>\$ 550,834.04</b>	<b>\$ 42,138.80</b>		<b>\$ 157,360.85</b>

Department of Water  
Proposed Operating & Capital Outlay Budgets  
Summary of Changes  
6/25/2020

		Increase/ Decrease	Revised, 6/25/20	Proposed, 5/26/20
Estimated Available Resources		<u>(1,598,367.00)</u>	<u>29,455,743.00</u>	<u>31,054,110.00</u>
Operating Expenses		<u>(487,984.00)</u>	<u>27,808,367.00</u>	<u>28,296,351.00</u>
Professional services		270,000.00	3,531,801.00	3,261,801.00
admin	120,000.00			
wrp	150,000.00			
Salaries & Wages		(546,969.00)	6,394,682.00	6,941,651.00
Benefits		(211,015.13)	2,920,048.54	3,131,063.67
FICA	(41,843.08)			
Retirement	(131,272.43)			
Health	(37,899.62)			
New Capital Outlay		<u>(1,080,000.00)</u>	<u>20,251,962.00</u>	<u>21,331,962.00</u>
Lihue Baseyard Masterplan	-1080000			
Totals		<u>(1,567,984.00)</u>	<u>48,060,329.00</u>	<u>49,628,313.00</u>
Net Change- Estimated Ending Balance		<u>(30,383.00)</u>	<u>6,517,371.00</u>	<u>6,547,755.00</u>

# New Business

# DEPARTMENT OF WATER

County of Kaua'i

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

## MANAGER'S REPORT No. 20-55

June 25, 2020

Re: Board Approval of Resolution No. 20-08 (06/20), to adopt the Department of Water's Operating and Capital Outlay Budgets for Fiscal Year (FY) 2021, effective July 1, 2020 – June 30, 2021

### **RECOMMENDATION:**

The Department recommends approval of Resolution No. 20-08, to adopt the DOW's Operating and Capital Outlay Budgets for FY 2021 effective July 1, 2020 – June 30, 2021.

### **BACKGROUND:**

The Board of Water approved the Operating and Capital Outlay budgets of the Department of Water for FY 2021 during its Regular Board Meeting on June 25, 2020.

It is recommended that the Board approve Resolution No. 20-08 to adopt the approved Operating and Capital Outlay budgets for FY 2021 as recommended in Option 1 below.

### **OPTIONS:**

**Option 1**      **Approve Resolution No. 20-08 to adopt the Operating and Capital Outlay Budgets for FY 2021 of the DOW effective July 1, 2020 – June 30, 2021.**

Pros:            Funds will be available for the Department to continue daily operations and implement DOW projects and programs.

Cons:            None known.

**Option 2**      **Do not approve Resolution No. 20-08 to adopt the Operating and Capital Outlay Budgets for FY 2021 of the DOW effective July 1, 2020 – June 30, 2021.**

Pros:            None known.

Cons:            Daily operations may be disrupted and implementation of projects and programs may be delayed and disrupted.

MY/ein

Attachments:    Resolution 20-08  
Operating and Capital Outlay Budgets

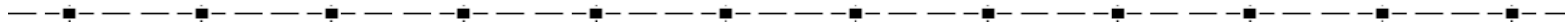
Mgrrp/June 2020/20-55/Board Approval of Resolution No. 20-08 (06/20), to adopt the Department of Water's Operating and Capital Outlay Budgets for Fiscal Year (FY) 2021, effective July 1, 2020 – June 30, 2021 (6-25-20):ein

**RESOLUTION NO. 20-08**

BE IT RESOLVED by the Board of Water Supply of the Department of Water (“DOW”), County of Kaua'i, State of Hawai'i, that the following sums as attached or so much thereof as may be necessary respectively are hereby appropriated for the objects and purposes of the DOW’s Operating and Capital Outlay Budgets hereinafter specified for the period beginning July 1, 2020 and ending June 30, 2021, out of moneys available and received by the Treasury of the County of Kaua'i for the funds hereinafter mentioned.

INTRODUCED BY: \_\_\_\_\_  
Kurt Akamine, Chairperson

DATE: June 25, 2020



**CERTIFICATION**

I hereby certify that the foregoing Resolution No. 20-08 was adopted by the Board of Water Supply, County of Kaua'i at the Regular Meeting held on June 25, 2020.

For Adoption: -

Against Adoption: -

Absent: -

Total: -

\_\_\_\_\_  
Elesther Calipjo  
Secretary  
Board of Water Supply

**DEPARTMENT OF WATER  
OPERATING BUDGET  
BUDGET 2020 - 2021  
RESOLUTION NO. 20-08**

**I. WATER UTILITY FUND**

**OPERATING BUDGET**

**REVENUES**

Water Sales & Service Charge	\$ 22,993,488
Other	\$ 8,569,512
<b>TOTAL REVENUES</b>	<b><u>\$ 31,563,000</u></b>

**NON - REVENUES**

Interfund transfer - (Transfers In)	\$ -
Transfer - Unrestricted Fund Balance (To balance budget)	\$ 5,905,908

**TOTAL RESOURCES \$ 37,468,908**

**EXPENDITURES**

**Operating Expenses:**

Salaries, Department of Water	\$ 7,227,182
Other Operating Expenses	\$ 20,581,185
<b>TOTAL OPERATING EXPENSES</b>	<b><u>\$ 27,808,367</u></b>

Other Uses of Operating Resources:

Debt Service - Principal	\$ 5,160,541
Reserve Transfers	\$ -
State Grants - Capital Outlay	\$ 4,500,000
<b>Total - Other Uses of Resources</b>	<b><u>\$ 9,660,541</u></b>

**ALLOCATION OF RESOURCES: \$ 37,468,908**

**NET AVAILABLE RESOURCES FROM CURRENT OPERATIONS (Estimated) \$ -**



**DEPARTMENT OF WATER  
CAPITAL OUTLAY BUDGET  
BUDGET 2020 - 2021  
RESOLUTION NO. 20-08**

**II. WATER UTILITY FUND (WUF)**

BEGINNING CASH & CASH EQUIVALENTS (Estimated)	\$ 50,404,995
Encumbrances & PO's, (Estimated)	\$ (16,494,674)
Current Liabilities excluding Debt	\$ (4,454,579)
Unrestricted Fund Balance - Transfer to Operating Budget	\$ (5,905,908)
State Grant	\$ 4,500,000
<b>TOTAL RESOURCES:</b>	<b>\$ 28,049,835</b>
<b>CAPITAL OUTLAY BUDGET - WUF</b>	
New Capital Outlay Budget - TFFE	\$ 1,280,502
New Capital Outlay Budget - CIP	\$ 20,251,962
<b>CAPITAL OUTLAY BUDGET - WUF</b>	<b>\$ 21,532,464</b>
<b>NET AVAILABLE RESOURCES - (Estimated)</b>	<b>\$ 6,517,371</b>

**III. FACILITIES RESERVE CHARGE (FRC)**

BEGINNING Fund Balance (Estimated)	\$ 2,000,383
Encumbrances & PO's, (Estimated)	\$ (709,103)
Facilities Reserve Charge	\$ 640,291
Interest Earned	\$ -
Interfund Transfer - (Transfer In)	\$ -
<b>TOTAL RESOURCES:</b>	<b>\$ 1,931,571</b>
<b>CAPITAL OUTLAY BUDGET - FRC</b>	
Interfund Transfer - Transfer Out	
New Capital Outlay Budget - CIP	\$ 675,000
<b>CAPITAL OUTLAY BUDGET - FRC</b>	<b>\$ 675,000</b>
<b>NET AVAILABLE RESOURCES - FRC (Estimated)</b>	<b>\$ 1,256,571</b>

**IV. BOND FUND - BAB**

BEGINNING Fund Balance (Estimated)	\$ 9,928,026
Encumbrances & PO's, (Estimated)	\$ (3,733,219)
Bond Proceeds	
Interest Earned	\$ 35,000
<b>TOTAL RESOURCES:</b>	<b>\$ 6,229,807</b>
<b>CAPITAL OUTLAY BUDGET - BAB</b>	
New Capital Outlay Budget - CIP	\$ 6,000,000
<b>CAPITAL OUTLAY BUDGET - BAB</b>	<b>\$ 6,000,000</b>
<b>NET AVAILABLE RESOURCES - BAB (Estimated)</b>	<b>\$ 229,807</b>

**DEPARTMENT OF WATER  
RESERVE FUNDS  
BUDGET 2020 - 2021  
RESOLUTION NO. 20-08**

**V. WATER UTILITY FUND - RESERVE FUNDS**

<b>BEGINNING Fund Balance</b>	\$ 9,300,000
Adjustments	\$ -
Other	
<b>RESERVE FUNDS - TOTAL</b>	<b><u>\$ 9,300,000</u></b>
 <b>AVAILABLE RESOURCES - ALL FUNDS</b>	 <b><u><u>\$ 17,303,750</u></u></b>

## 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 5/31/2020</b>	\$50,404,995	\$0	\$0	\$9,300,000	\$2,000,383	\$9,928,026	\$0	\$71,633,404
Encumbrances - PO & Contracts (-)	\$16,494,674	\$0	\$0		\$709,103	\$3,733,219	\$0	\$20,936,995
Current Liabilities, excluding Debt (-)	\$4,454,579							\$4,454,579
<b>Estimated Available Resources for Budget Appropriation - 7/1/20</b>	<b>\$29,455,743</b>	<b>\$0</b>	<b>\$0</b>	<b>\$9,300,000</b>	<b>\$1,291,280</b>	<b>\$6,194,807</b>	<b>\$0</b>	<b>\$46,241,830</b>
Revenues	\$31,563,000	\$0	\$0		\$640,291	\$35,000	\$0	\$32,238,291
Non- Revenue Cash - Inflow	\$0						\$0	\$0
Transfers In	\$0	\$0	\$0			\$0	\$0	\$0
Transfers (Out)	\$0	\$0	\$0			\$0		\$0
<b>Adjusted Balance</b>	<b>\$61,018,743</b>	<b>\$0</b>	<b>\$0</b>	<b>\$9,300,000</b>	<b>\$1,931,571</b>	<b>\$6,229,807</b>	<b>\$0</b>	<b>\$78,480,121</b>
Operating Expenses	\$27,808,367	\$0	\$0		\$0	\$0	\$0	\$27,808,367
Short Term Debt - Principal Repayment	\$5,160,541	\$0	\$0		\$0			\$5,160,541
Miscellaneous Capital Purchases - TFFE	\$1,280,502	\$0	\$0					\$1,280,502
New Capital Outlay - CIP	\$20,251,962				\$675,000	\$6,000,000	\$0	\$26,926,962
Supplemental Budget # 1								\$0
Interfund Transfer								\$0
<b>Estimated Ending Balance - 6/30/21</b>	<b>\$6,517,371</b>	<b>\$0</b>	<b>\$0</b>	<b>\$9,300,000</b>	<b>\$1,256,571</b>	<b>\$229,807</b>	<b>\$0</b>	<b>\$17,303,750</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 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>\$31,563,000</b>
10-00-00-400-000	Water Sales	\$28,445,143	\$27,910,121	\$27,959,468	\$26,929,850	\$22,993,488
10-00-00-405-000	Revenue from Public Fire Protection	\$2,133,294	\$2,136,510	\$2,174,298	\$2,136,510	\$2,174,298
10-00-00-410-000	Other Water Revenue	\$335,888	\$395,067	\$348,905	\$250,000	\$300,000
10-00-00-430-000	Federal Grants (FEMA)	\$0	\$0	\$32,228	\$828,535	\$828,535
10-00-00-432-000	State Grants	\$330,405	\$0	\$3,754,453	\$3,800,000	\$4,500,000
10-00-00-440-000	Capital Contributions - Cash Receipts	\$619,529	\$604,085	\$586,575	\$611,874	\$560,679
10-00-00-440-010	Capital Contributions - Non - Cash Receipts	\$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
10-00-00-461-000	Investment Income	\$417,287	\$567,364	\$812,034	\$200,000	\$200,000
10-00-00-470-000	Gain or Loss on Disposal of Capital Assets	\$18,554	\$18,554	\$0	\$5,000	\$5,000
10-00-00-480-000	Gain or Loss from the Retirement of Debt	\$0	\$0	\$0	\$0	\$0
10-00-00-490-000	Miscellaneous Revenues	\$1,781	\$7,940	\$75,953	\$1,000	\$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>
10-00-00-498-300	WU Bond Proceeds	\$0	\$0	\$0	\$0	\$0
10-00-00-499-600	WU/ Loan Proceeds - SRF Loan	\$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>\$640,291</b>
20-00-00-424-000	Facility Reserve Charge	\$348,145	\$834,735	\$437,130	\$400,000	\$400,000
20-00-00-430-000	Federal Grants	\$265,512	\$258,894	\$259,389	\$262,232	\$240,291
20-00-00-453-000	Net Increase / Decrease in Fair Value of Investments	\$0	\$0	\$0	\$0	\$0
20-00-00-461-000	Investment Income	\$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>\$35,000</b>
30-00-00-453-000	Net Increase / Decrease in Fair Value of Investments	-\$229,160	-\$104,183	-\$13,847	-\$30,000	-\$30,000
30-00-00-461-000	Investment Income (Net of custodial fees & other investment cost)	\$289,912	\$255,909	\$239,543	\$65,000	\$65,000
<b>SRF Fund</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
60-00-00-453-000	Net Increase / Decrease in Fair Value of Investments	\$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 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>\$27,808,367</b>
510-010	Salaries & Wages (Regular & Compensated Leave)	\$4,935,361	\$5,243,958	\$6,458,998	\$5,329,149	\$7,065,711	\$6,394,682
510-020	Temporary Assignment	\$41,924	\$55,428	\$61,386	\$86,571	\$71,000	\$60,500
510-030	Overtime	\$579,324	\$491,073	\$519,000	\$497,658	\$486,000	\$477,000
510-040	Standby Pay	\$182,192	\$196,342	\$181,594	\$192,126	\$195,000	\$195,000
520-040	Vacation & Compensatory Time Pay out	\$0	\$0	\$100,000	\$21,812	\$100,000	\$100,000
530-010	FICA Taxes	\$404,526	\$431,116	\$560,055	\$447,135	\$605,705	\$552,879
530-020	Retirement Contributions	\$2,269,719	\$2,157,977	\$1,382,436	\$1,108,853	\$1,731,996	\$1,723,724
530-030	Life and Health Insurance	\$465,933	\$471,557	\$484,247	\$517,237	\$611,045	\$643,445
530-040	Workers Compensation	\$2,954	\$15,215	\$0	\$0	\$0	\$0
530-050	Unemployment Compensation	\$0	\$0	\$15,000	\$0	\$15,000	\$0
530-060	Post Employment Benefits (OPEB)	\$968,000	\$988,943	\$1,011,000	\$1,223,378	\$1,077,000	\$1,077,000
540-010	Professional Services - General	\$504,191	\$939,740	\$3,910,401	\$1,534,881	\$3,643,351	\$3,531,801
540-020	Professional Services - Accounting and Auditing	\$58,805	\$75,132	\$106,800	\$58,668	\$106,800	\$106,800
541-010	Other Services - General	\$47,367	\$33,676	\$60,878	\$33,209	\$64,478	\$50,988
541-020	Other Services - Billing Costs	\$199,586	\$147,184	\$206,658	\$143,393	\$206,658	\$179,418
542-010	Public Relations - General	\$62,009	\$97,148	\$111,300	\$78,061	\$80,089	\$115,725
542-020	Procurement Advertising	\$10,069	\$12,550	\$10,000	\$0	\$10,000	\$10,000
543-000	Communication Services	\$118,711	\$112,178	\$120,360	\$111,602	\$127,144	\$130,444
544-000	Freight and Postage Services	\$338	\$7,840	\$16,370	\$3,891	\$16,370	\$14,370
545-000	Rentals and Leases	\$114,527	\$44,311	\$153,075	\$80,159	\$131,075	\$131,075
546-000	Insurance	\$69,109	\$279,240	\$1,195,000	\$62,466	\$395,000	\$155,000
547-000	County Service Charge	\$2,133,294	\$2,136,510	\$2,133,294	\$2,174,298	\$2,136,510	\$2,174,298
551-000	Utility Services	\$2,709,416	\$2,724,216	\$2,877,540	\$2,730,889	\$2,862,624	\$2,863,878
560-000	Repairs and Maintenance - Water System	\$43,342	\$312,502	\$221,000	\$151,433	\$221,000	\$211,000
561-000	Repairs and Maintenance - Other than Water System	\$708,299	\$380,061	\$627,150	\$452,061	\$700,750	\$704,900
562-000	Office Supplies	\$13,196	\$20,307	\$22,000	\$20,307	\$22,000	\$22,000
563-000	Operating Supplies	\$565,140	\$758,364	\$1,252,050	\$962,750	\$1,356,300	\$941,800
564-000	Fuel	\$82,695	\$81,993	\$115,500	\$101,324	\$115,500	\$122,500
565-000	Bulk Water Purchase	\$1,009,005	\$847,634	\$1,810,176	\$1,225,770	\$1,816,176	\$1,820,176
570-010	Books, Publications, Subscriptions, and Memberships	\$23,701	\$34,110	\$30,045	\$10,807	\$32,845	\$70,500
570-020	Books, Publications, Subscriptions, and Memberships - Board	\$600	\$375	\$1,025	\$450	\$1,095	\$1,095
571-010	Training and Development	\$74,294	\$48,120	\$127,580	\$72,074	\$80,880	\$83,600
572-010	Travel and Per Diem	\$40,817	\$45,273	\$84,570	\$46,443	\$106,610	\$55,660
572-020	Travel and Per Diem - Board	\$8,862	\$8,783	\$17,490	\$6,139	\$20,970	\$0
573-010	Meeting Expense	\$2,288	\$3,702	\$26,400	\$8,683	\$37,290	\$19,877
573-020	Meeting Expense - Board	\$5,680	\$5,054	\$14,075	\$7,609	\$9,952	\$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 2020-2021 Proposed Budget
<b>OPERATING EXPENSES</b>							
582-000	Interest Expense	\$3,440,092	\$3,639,100	\$3,460,087	\$3,139,065	\$3,268,048	\$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>\$5,160,541</b>
682-000	Debt Principal Repayment	\$4,717,296	\$4,884,833	\$4,883,749	\$4,883,749	\$5,017,034	\$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>\$7,252,653</b>
580-000	Depreciation	\$6,821,400	\$6,931,203	\$7,314,750	\$6,153,980	\$7,314,750	\$6,500,000
581-000	Amortization	\$660,984	\$743,456	\$700,000	\$752,653	\$700,000	\$752,653
580-000	Inflows/Outflows	-\$41,932	-\$41,932	-\$41,932	-\$41,932	-\$41,932	-\$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 2020-2021 Proposed Budget
<b>OPERATING EXPENSES (Detail)</b>							
<b>Water Utility Fund Operating Expenses</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>\$27,808,367</b>
<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>\$6,394,682</b>
0-01-10-510-010	WU - Admin - Admin - Salaries and Wages	\$561,707	\$614,324	\$908,186	\$655,545	\$916,128	\$667,182
0-02-10-510-010	WU - IT - Admin - Salaries and Wages	\$160,362	\$194,141	\$245,649	\$193,677	\$214,258	\$206,503
0-10-40-510-010	WU - Qual - Purification - Salaries and Wages	\$216,663	\$227,789	\$233,339	\$235,476	\$241,893	\$254,442
0-20-10-510-010	WU - Eng - Admin - Salaries and Wages	\$243,947	\$229,591	\$306,930	\$195,246	\$358,838	\$219,011
0-21-10-510-010	WU - Const - Admin - Salaries and Wages	\$344,275	\$323,479	\$550,332	\$364,817	\$718,049	\$477,881
0-22-10-510-010	WU - Plan - Admin - Salaries and Wages	\$425,186	\$448,385	\$522,927	\$462,861	\$536,606	\$468,708
0-30-20-510-010	WU - Bill - Collection - Salaries and Wages	\$461,920	\$477,987	\$570,078	\$458,705	\$542,886	\$544,666
0-31-10-510-010	WU - Acctg - Admin - Salaries and Wages	\$406,898	\$447,502	\$503,168	\$454,216	\$506,989	\$622,746
0-40-30-510-010	WU - Ops - Source - Salaries and Wages	\$248,045	\$321,729	\$349,097	\$301,732	\$418,864	\$464,124
0-40-40-510-010	WU - Ops - Purification - Salaries and Wages	\$185,999	\$187,861	\$252,491	\$143,360	\$216,457	\$227,005
0-40-50-510-010	WU - Ops - PowerAndPump - Salaries and Wages	\$164,471	\$177,370	\$208,607	\$187,056	\$205,007	\$197,017
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	\$2,045,398
<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>\$60,500</b>
0-01-10-510-020	WU - Admin - Admin - Temporary Assignment	\$2,845	\$10,814	\$2,000	\$9,395	\$2,000	\$2,000
0-02-10-510-020	WU - IT - Admin - Temporary Assignment	\$1,105	\$221	\$500	\$2,365	\$500	\$500
0-10-40-510-020	WU - Qual - Purification - Temporary Assignment	\$1,415	\$870	\$1,500	\$1,105	\$1,500	\$1,500
0-20-10-510-020	WU - Eng - Admin - Temporary Assignment	\$4,218	\$6,009	\$6,000	\$6,705	\$8,500	\$1,000
0-21-10-510-020	WU - Const - Admin - Temporary Assignment	\$0	\$1,081	\$5,000	\$0	\$5,000	\$2,000
0-22-10-510-020	WU - Plan - Admin - Temporary Assignment	\$825	\$1,534	\$10,000	\$5,646	\$5,000	\$5,000
0-30-20-510-020	WU - Bill - Collection - Temporary Assignment	\$5,227	\$3,358	\$5,000	\$5,554	\$5,000	\$5,000
0-31-10-510-020	WU - Acctg - Admin - temporary Assignment	\$4,383	\$4,034	\$12,000	\$9,090	\$10,000	\$10,000
0-40-30-510-020	WU - Ops - Source - Temporary Assignment	\$983	\$2,892	\$886	\$6,506	\$3,000	\$3,000
0-40-40-510-020	WU - Ops - Purification - Temporary Assignment	\$1,296	\$885	\$500	\$2,089	\$1,500	\$1,500
0-40-50-510-020	WU - Ops - PowerAndPump - Temporary Assignment	\$2,090	\$3,866	\$3,000	\$5,770	\$4,000	\$4,000
0-40-60-510-020	WU - Ops - TandD -Temporary Assignment	\$17,537	\$19,865	\$15,000	\$32,346	\$25,000	\$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>\$477,000</b>
0-01-10-510-030	WU - Admin - Admin - Overtime	\$38,214	\$23,340	\$30,000	\$24,219	\$30,000	\$30,000
0-02-10-510-030	WU - IT - Admin - Overtime	\$48,774	\$44,622	\$30,000	\$33,358	\$30,000	\$30,000
0-10-40-510-030	WU - Qual - Purification - Overtime	\$1,398	\$270	\$2,000	\$207	\$2,000	\$3,000
0-20-10-510-030	WU - Eng - Admin - Overtime	\$23,767	\$18,322	\$25,000	\$8,088	\$10,000	\$10,000
0-21-10-510-030	WU - Const - Admin - Overtime	\$14,375	\$8,770	\$35,000	\$10,832	\$25,000	\$15,000
0-22-10-510-030	WU - Plan - Admin - Overtime	\$9,952	\$13,708	\$30,000	\$12,016	\$15,000	\$15,000
0-30-20-510-030	WU - Bill - Collection - Overtime	\$62,631	\$53,150	\$50,000	\$65,850	\$60,000	\$60,000
0-31-10-510-030	WU - Acctg - Admin - Overtime	\$79,401	\$51,231	\$60,000	\$49,116	\$60,000	\$60,000
0-40-30-510-030	WU - Ops - Source - Overtime	\$5,447	\$11,081	\$6,000	\$3,711	\$6,000	\$6,000
0-40-40-510-030	WU - Ops - Purification - Overtime	\$40,341	\$27,233	\$50,000	\$35,655	\$30,000	\$30,000
0-40-50-510-030	WU - Ops - PowerAndPump - Overtime	\$11,770	\$8,534	\$1,000	\$15,224	\$8,000	\$8,000
0-40-60-510-030	WU - Ops - TandD - Overtime	\$243,255	\$230,812	\$200,000	\$239,383	\$210,000	\$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>\$195,000</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 2020-2021 Proposed Budget
<b>OPERATING EXPENSES (Detail)</b>							
0-01-10-510-040	WU - Admin - Admin - Standby Pay	\$390	\$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	\$10,000
0-40-50-510-040	WU - Ops - PowerAndPump - Standby Pay	\$0		\$0	\$0	\$0	\$0
0-40-60-510-040	WU - Ops - TandD - Standby Pay	\$172,110	\$187,515	\$170,000		\$185,000	\$185,000
<b>520-040</b>	<b>Vacation &amp; Compensatory Time Payout</b>		<b>\$0</b>	<b>\$100,000</b>	<b>\$21,812</b>	<b>\$100,000</b>	<b>\$100,000</b>
0-01-10-520-040	WU - Admin - Admin - Vacation Payout	\$0	\$0	\$90,000	\$21,812	\$90,000	\$90,000
0-01-10-520-040	WU - Admin - Admin - Compensatory Time Payout	\$0	\$0	\$10,000	\$0	\$10,000	\$10,000
<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>\$552,879</b>
0-01-10-530-010	WU - Admin - Admin - FICA	\$42,473	\$49,319	\$79,574	\$49,371	\$80,182	\$61,137
0-02-10-530-010	WU - IT - Admin - FICA	\$15,046	\$17,844	\$21,125	\$20,666	\$18,724	\$18,131
0-10-40-530-010	WU - Qual - Purification - FICA	\$15,903	\$17,033	\$18,118	\$17,640	\$18,773	\$19,809
0-20-10-530-010	WU - Eng - Admin - FICA	\$19,670	\$18,751	\$25,852	\$15,553	\$28,866	\$17,596
0-21-10-530-010	WU - Const - Admin - FICA	\$25,930	\$24,299	\$45,160	\$27,352	\$57,226	\$37,858
0-22-10-530-010	WU - Plan - Admin - FICA	\$29,733	\$32,783	\$43,064	\$33,338	\$42,580	\$37,386
0-30-20-530-010	WU - Bill - Collection - FICA	\$37,253	\$37,160	\$47,818	\$39,089	\$46,503	\$46,639
0-31-10-530-010	WU - Acctg - Admin - FICA	\$34,451	\$36,269	\$44,000	\$39,291	\$44,140	\$52,995
0-40-30-530-010	WU - Ops - Source - FICA	\$16,976	\$23,031	\$27,233	\$22,091	\$32,732	\$36,194
0-40-40-530-010	WU - Ops - Purification - FICA	\$18,411	\$16,763	\$24,066	\$14,514	\$19,734	\$20,541
0-40-50-530-010	WU - Ops - PowerAndPump - FICA	\$12,093	\$13,213	\$16,264	\$14,807	\$16,601	\$15,990
0-40-60-530-010	WU - Ops - TandD - FICA	\$136,584.49	\$144,652	\$167,779	\$153,423	\$199,645	\$188,603
<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>\$1,723,724</b>
0-01-10-530-020	WU - Admin - Admin - Retirement Contributions	\$208,649	\$211,494	\$189,085	\$124,236	\$220,688	\$181,004
0-02-10-530-020	WU - IT - Admin - Retirement Contributions	\$77,652	\$90,218	\$52,468	\$45,213	\$53,847	\$56,881
0-10-40-530-020	WU - Qual - Purification - Retirement Contributions	\$81,033	\$86,847	\$44,999	\$44,593	\$53,986	\$62,146
0-20-10-530-020	WU - Eng - Admin - Retirement Contributions	\$95,413	\$90,700	\$64,207	\$39,532	\$83,014	\$55,203
0-21-10-530-020	WU - Const - Admin - Retirement Contributions	\$129,751	\$123,801	\$112,163	\$69,885	\$164,571	\$118,771
0-22-10-530-020	WU - Plan - Admin - Retirement Contributions	\$162,517	\$173,925	\$106,956	\$89,626	\$122,453	\$117,290
0-30-20-530-020	WU - Bill - Collection - Retirement Contributions	\$190,999	\$196,161	\$118,765	\$97,206	\$133,735	\$146,320
0-31-10-530-020	WU - Acctg - Admin - Retirement Contributions	\$177,864	\$181,912	\$109,282	\$93,877	\$126,938	\$166,259
0-40-30-530-020	WU - Ops - Source - Retirement Contributions	\$93,803	\$124,873	\$67,637	\$58,380	\$94,130	\$113,550
0-40-40-530-020	WU - Ops - Purification - Retirement Contributions	\$97,591	\$86,107	\$59,771	\$38,743	\$56,751	\$64,441
0-40-50-530-020	WU - Ops - PowerAndPump - Retirement Contributions	\$64,478	\$69,547	\$40,395	\$38,375	\$47,742	\$50,164
0-40-60-530-020	WU - Ops - TandD - Retirement Contributions	\$889,969	\$722,391	\$416,707	\$369,187	\$574,142	\$591,696
<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>\$643,445</b>
0-01-10-530-030	WU - Admin - Admin - Life and Health Insurance	\$47,537	\$40,981	\$85,347	\$53,981	\$66,949	\$55,213
0-02-10-530-030	WU - IT - Admin - Life and Health Insurance	\$12,297	\$12,118	\$26,713	\$16,226	\$17,340	\$23,145
0-10-40-530-030	WU - Qual - Purification - Life and Health Insurance	\$10,315	\$9,803	\$9,939	\$10,508	\$10,334	\$10,940
0-20-10-530-030	WU - Eng - Admin - Life and Health Insurance	\$20,246	\$17,893	\$31,013	\$16,851	\$20,790	\$20,034
0-21-10-530-030	WU - Const - Admin - Life and Health Insurance	\$14,190	\$30,814	\$34,221	\$36,660	\$62,003	\$54,910
0-22-10-530-030	WU - Plan - Admin - Life and Health Insurance	\$49,590	\$50,263	\$36,602	\$55,763	\$60,173	\$67,261
0-30-20-530-030	WU - Bill - Collection - Life and Health Insurance	\$33,712	\$34,828	\$31,952	\$44,203	\$47,861	\$61,712
0-31-10-530-030	WU - Acctg - Admin - Life and Health Insurance	\$43,734	\$40,495	\$35,799	\$40,366	\$47,784	\$49,379



## Operating Expense Detail

		FY 2016-2017 Actuals	FY 2017 - 2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2020-2021 Proposed Budget
<b>OPERATING EXPENSES (Detail)</b>							
0-40-30-530-030	WU - Ops - Source - Life and Health Insurance	\$31,115	\$36,403	\$29,698	\$30,314	\$35,386	\$30,902
0-40-40-530-030	WU - Ops - Purification - Life and Health Insurance	\$13,189	\$10,857	\$11,974	\$9,186	\$12,311	\$20,034
0-40-50-530-030	WU - Ops - PowerAndPump - Life and Health Insurance	\$18,299	\$17,419	\$14,477	\$18,333	\$19,397	\$19,184
0-40-60-530-030	WU - Ops - TandD - Life and Health Insurance	\$171,709	\$169,682	\$136,512	\$184,846	\$210,717	\$230,730
<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>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>
0-01-10-530-050	WU - Admin - Admin - Unemployment Compensation	\$0	\$0	\$15,000	\$0	\$15,000	\$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>\$1,077,000</b>
0-01-10-530-060	WU - Admin - Admin - OPEB	\$97,166	\$96,114	\$142,155	\$134,576	\$139,642	\$112,368
0-02-10-530-060	WU - IT - Admin - OPEB	\$35,687	\$40,279	\$38,450	\$48,458	\$32,659	\$34,779
0-10-40-530-060	WU - Qual - Purification - OPEB	\$37,260	\$38,782	\$36,523	\$47,644	\$36,871	\$42,853
0-20-10-530-060	WU - Eng - Admin - OPEB	\$46,200	\$42,699	\$48,042	\$42,234	\$54,696	\$36,886
0-21-10-530-060	WU - Const - Admin - OPEB	\$60,564	\$55,679	\$86,141	\$75,284	\$109,450	\$80,485
0-22-10-530-060	WU - Plan - Admin - OPEB	\$74,128	\$77,670	\$81,852	\$95,758	\$81,793	\$78,940
0-30-20-530-060	WU - Bill - Collection - OPEB	\$89,537	\$89,274	\$89,232	\$106,848	\$82,750	\$91,733
0-31-10-530-060	WU - Acctg - Admin - OPEB	\$83,277	\$84,057	\$78,759	\$102,064	\$77,278	\$104,884
0-40-30-530-060	WU - Ops - Source - OPEB	\$42,914	\$56,533	\$54,643	\$62,815	\$63,846	\$78,168
0-40-40-530-060	WU - Ops - Purification - OPEB	\$45,130	\$36,916	\$39,521	\$41,476	\$32,994	\$38,232
0-40-50-530-060	WU - Ops - PowerAndPump - OPEB	\$30,286	\$31,407	\$32,652	\$41,478	\$31,248	\$33,182
0-40-60-530-060	WU - Ops - TandD - OPEB	\$325,850	\$339,533	\$283,029	\$424,743	\$333,773	\$344,488
<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>\$3,531,801</b>
0-01-10-540-010	WU - Admin - Admin - Professional Services - General	\$38,695	\$22,257	\$365,800	\$135,925	\$371,300	\$503,800
0-02-10-540-010	WU - IT - Admin - Professional Services - General	\$2,600	\$118,547	\$160,000	\$95,363	\$220,000	\$60,000
0-10-40-540-010	WU - Qual - Purification - Professional Services - General	\$7,448	\$22,940	\$63,600	\$61,812	\$106,050	\$36,400
0-20-10-540-010	WU - Eng - Admin - Professional Services - General	\$111,932	\$277,009	\$425,000	\$296,451	\$405,000	\$615,000
0-21-10-540-010	WU - Const - Admin - Professional Services - General	\$0	\$93,146	\$500,000	\$625,038	\$700,000	\$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	\$1,785,000
0-30-20-540-010	WU - Bill - Collection - Professional Services - General	\$0	\$1,802	\$230,000	\$26,245	\$0	\$100,000
0-31-10-540-010	WU - Acctg - Admin - Professional Services - General	\$70,879	\$44,393	\$206,000	\$56,877	\$206,000	\$381,600
0-40-60-540-010	WU - Ops - TandD - Professional Services - General	\$0	\$0	\$325,001	\$0	\$1	\$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>\$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	\$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>\$50,988</b>
0-01-10-541-010	WU - Admin - Admin - Other Services	\$4,908	\$167	\$2,178	\$1,966	\$2,178	\$1,188
0-30-20-541-010	WU - Bill - Collection - Other Services	\$24,513	\$23,715	\$35,100	\$20,918	\$35,100	\$26,700
0-31-10-541-010	WU - Acctg - Admin - Other Services	\$16,954	\$9,154	\$21,600	\$10,031	\$25,200	\$21,600
0-40-60-541-010	WU - Ops - TandD - Other Services	\$993	\$640	\$2,000	\$294	\$2,000	\$1,500
<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>\$179,418</b>
0-30-20-541-020	WU - Bill - Collection - Billing Costs	\$199,586	\$147,184	\$206,658	\$143,393	\$206,658	\$179,418
<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>\$115,725</b>
0-01-10-542-010	WU - Admin - Admin - Public Relations - General	\$62,009	\$97,148	\$111,300	\$78,061	\$80,089	\$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>\$10,000</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 2020-2021 Proposed Budget
<b>OPERATING EXPENSES (Detail)</b>							
0-01-10-542-020	WU - Admin - Admin - Procurement Advertising	\$10,069	\$12,550	\$10,000	\$0	\$10,000	\$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>\$130,444</b>
0-02-10-543-000	WU - IT - Admin - Communication Services	\$82,517	\$74,898	\$82,260	\$76,667	\$86,060	\$83,360
0-02-50-543-000	WU - IT - PowerAndPump - Communication Services	\$0	\$0	\$38,100	\$34,720	\$41,084	\$47,084
0-40-50-543-000	WU - Ops - PowerAndPump - Communication Services	\$36,194	\$37,280	\$0	\$215	\$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>\$14,370</b>
0-01-10-544-000	WU - Admin - Admin - Freight and Postage	\$0	\$6,503	\$12,870	\$2,113	\$12,870	\$12,870
0-02-10-544-000	WU - IT - Admin - Freight and Postage	\$0	\$30	\$500	\$5	\$500	\$0
0-10-40-544-000	WU - Qual - Purification - Freight and Postage	\$338	\$1,306	\$3,000	\$1,772	\$3,000	\$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>\$131,075</b>
0-01-10-545-000	WU - Admin - Admin - Rentals and Leases	\$20,000	\$20,000	\$52,900	\$20,594	\$50,900	\$50,900
0-02-10-545-000	WU - IT - Admin - Rentals and Leases	\$24,697	\$19,597	\$30,175	\$20,661	\$30,175	\$30,175
0-40-60-545-000	WU - Ops - TandD - Rentals and Leases	\$69,831	\$4,713	\$70,000	\$38,903	\$50,000	\$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>\$155,000</b>
0-01-10-546-000	WU - Admin - Admin - Insurance	\$69,109	\$279,240	\$1,195,000	\$62,466	\$395,000	\$155,000
<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>\$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	\$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>\$2,863,878</b>
0-01-10-551-000	WU - Admin - Admin - Utility Services	\$146,400	\$135,454	\$177,540	\$174,681	\$162,624	\$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	\$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>\$211,000</b>
0-40-50-501-000	WU - Ops - Powerand Pump - Emergency Repairs	\$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	\$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	\$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>\$704,900</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
0-02-10-561-000	WU - IT - Admin - Repairs and Maintenance - Other than Water System	\$486,797	\$252,860	\$397,150	\$355,365	\$488,750	\$90,700
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	\$4,000
0-21-40-561-000	WU - Const - Admin - Repairs and Maintenance - Other than Water System						\$40,000
0-22-10-561-000	WU - Plan - Admin - Repairs and Maintenance - Other than Water System						\$6,500
0-30-20-561-000	WU - Bill-Collection - Repairs and Maintenance - Other than Water System						\$280,000
0-31-10-561-000	WU - Acctg - Admin - Repairs and Maintenance - Other than Water System						\$13,700
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	\$270,000
<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>\$22,000</b>
0-31-10-562-000	WU - Accounting - Admin - Office Supplies	\$13,196	\$20,307	\$22,000	\$20,307	\$22,000	\$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>\$941,800</b>
0-01-10-563-000	WU - Admin - Admin - Operating Supplies	\$1,517	\$727	\$5,000	\$3,651	\$5,000	\$5,000
0-02-10-563-000	WU - IT - Admin - Operating Supplies	\$66,131	\$75,827	\$61,000	\$58,465	\$61,000	\$61,000
0-10-40-563-000	WU - Qual - Purification - Operating Supplies	\$6,868	\$12,779	\$15,000	\$24,910	\$15,000	\$18,000
0-20-10-563-000	WU - Eng - Admin - Operating Supplies	\$115	\$341	\$300	\$147	\$300	\$300
0-21-10-563-000	WU - Const - Admin - Operating Supplies	\$3,230	\$3,665	\$4,500	\$5,243	\$4,500	\$4,500
0-22-10-563-000	WU - Plan - Admin - Operating Supplies	\$346	\$2,956	\$1,250	\$332	\$1,000	\$500

## Operating Expense Detail

		FY 2016-2017 Actuals	FY 2017 - 2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2020-2021 Proposed Budget
<b>OPERATING EXPENSES (Detail)</b>							
0-30-20-563-000	WU - Bill - Collection - Operating Supplies	\$2,520	\$2,547	\$3,500	\$2,688	\$4,500	\$4,500
0-31-10-563-000	WU - Acctg - Admin - Operating Supplies	\$2,776	\$2,664	\$2,500	\$2,184	\$3,000	\$6,000
0-40-30-563-000	WU - Ops - Source - Operating Supplies	\$38,008	\$49,962	\$75,000	\$52,877	\$60,000	\$60,000
0-40-40-563-000	WU - Ops - Purification - Operating Supplies	\$34,245	\$48,115	\$78,000	\$115,070	\$101,000	\$91,000
0-40-50-563-000	WU - Ops - PowerAndPump - Operating Supplies	\$36,568	\$22,616	\$95,000	\$53,144	\$185,000	\$35,000
0-40-60-563-000	WU - Ops - TandD - Operating Supplies	\$251,688	\$268,781	\$250,000	\$590,894	\$255,000	\$255,000
0-40-50-563-010	WU - Ops - PowerAndPump - Operating Supplies - Invty. Stock	\$1,857	\$6,580	\$15,000	\$53,144	\$15,000	\$15,000
0-40-60-563-010	WU - Ops - TandD - Operating Supplie - Invty. Stock	\$119,269	\$260,804	\$646,000	\$0	\$646,000	\$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>\$122,500</b>
0-40-60-564-000	WU - Ops - TandD - Fuel	\$82,695	\$81,993	\$115,500	\$101,324	\$115,500	\$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>\$1,820,176</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	\$1,820,176
<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>\$70,500</b>
0-01-10-570-010	WU - Admin - Admin - Books, Publications, Subscriptions, and Memberships	\$21,958	\$33,290	\$26,685	\$9,237	\$26,685	\$25,240
0-02-10-570-010	WU - IT - Admin - Books, Publications, Subscriptions, and Memberships	\$0	\$0	\$500	\$318	\$500	\$39,200
0-10-40-570-010	WU - Qual - Purification - Books, Publications, Subscriptions, and Memberships	\$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
0-21-10-570-010	WU - Const - Admin - Books, Publications, Subscriptions, and Memberships	\$1,543	\$820	\$1,550	\$1,052	\$1,550	\$1,550
0-22-10-570-010	WU - WRP - Admin - Books, Publications, Subscriptions, and Memberships	\$0	\$0	\$0	\$0	\$3,000	\$3,400
0-30-20-570-010	WU - Bill - Collection - Books, Publications, Subscriptions, and Memberships	\$0	\$0	\$350	\$0	\$350	\$350
0-31-10-570-010	WU - Acctg - Admin - Books, Publications, Subscriptions, and Memberships	\$200	\$0	\$760	\$200	\$760	\$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>\$1,095</b>
0-01-10-570-020	WU - Admin - Admin - Books, Publications, Subscriptions, and Memberships - B	\$600	\$375	\$1,025	\$450	\$1,095	\$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>\$83,600</b>
0-01-10-571-010	WU - Admin - Admin - Training and Development	\$12,209	\$14,460	\$51,700	\$33,039	\$13,500	\$23,500
0-02-10-571-010	WU - IT - Admin - Training and Development	\$9,363	\$4,390	\$12,000	\$2,615	\$12,000	\$2,000
0-10-40-571-010	WU - Qual - Purification - Training and Development	\$0	\$0	\$1,500	\$0	\$0	\$1,600
0-20-10-571-010	WU - Eng - Admin - Training and Development	\$705	\$705	\$1,130	\$375	\$1,130	\$500
0-21-10-571-010	WU - Const - Admin - Training and Development	\$5,341	\$1,010	\$6,250	\$1,285	\$6,250	\$6,250
0-22-10-571-010	WU - Plan - Admin - Training and Development	\$14,565	\$14,740	\$20,000	\$11,050	\$18,000	\$16,000
0-30-20-571-010	WU - Bill - Collection - Training and Development	\$75	\$0	\$3,000	\$550	\$3,000	\$3,000
0-31-10-571-010	WU - Acctg - Admin - Training and Development	\$517	\$638	\$2,000	\$1,075	\$2,000	\$5,750
0-40-60-571-010	WU - Ops - TandD - Training and Development	\$31,519	\$12,177	\$30,000	\$22,085	\$25,000	\$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>\$55,660</b>
0-01-10-572-010	WU - Admin - Admin - Travel and Per Diem	\$28,504	\$35,131	\$38,600	\$26,873	\$59,880	\$55,660
0-02-10-572-010	WU - IT - Admin - Travel and Per Diem	\$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	\$0
0-21-10-572-010	WU - Const - Admin - Travel and Per Diem	\$213	\$0	\$5,000	\$0	\$5,000	\$0
0-22-10-572-010	WU - Plan - Admin - Travel and Per Diem	\$8,100	\$4,463	\$22,300	\$7,547	\$25,600	\$0
0-30-20-572-010	WU - Bill - Collection - Travel and Per Diem	\$0	\$0	\$4,425	\$1,365	\$3,765	\$0
0-31-10-572-010	WU - Acc - Admin - Travel and Per Diem	\$0	\$0	\$4,485	\$3,675	\$4,485	\$0
0-40-60-572-010	WU - Ops - TandD - Travel and Per Diem	\$3,980	\$3,321	\$6,000	\$6,983	\$6,000	\$0

## Operating Expense Detail

		FY 2016-2017 Actuals	FY 2017 - 2018 Actual	FY 2018-2019 Budget	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2020-2021 Proposed Budget
<b>OPERATING EXPENSES (Detail)</b>							
<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>
0-01-10-572-020	WU - Admin - Admin - Travel and Per Diem - Board	\$8,862	\$8,783	\$17,490	\$6,139	\$20,970	\$0
<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>\$19,877</b>
0-01-10-573-010	WU - Admin - Admin - Meeting Expense	\$2,034	\$3,544	\$13,500	\$4,158	\$26,440	\$19,877
0-02-10-573-010	WU - IT - Admin - Meeting Expense						\$0
0-20-10-573-010	WU - Eng - Admin - Meeting Expense	\$254	\$0	\$1,050	\$0	\$1,050	\$0
0-21-10-573-010	WU - Const - Admin - Meeting Expense	\$0	\$158	\$3,250	\$0	\$3,250	\$0
0-22-10-573-010	WU - WRP - Admin - Meeting Expense	\$0	\$0	\$0	\$0	\$5,950	\$0
0-30-20-573-010	WU - Bill - Collection - Meeting Expense	\$0	\$0	\$0	\$0	\$0	\$0
0-31-10-573-010	WU - Acctg - Admin - Meeting Expense	\$0	\$0	\$600	\$0	\$600	\$0
0-40-60-573-010	WU - Ops - TandD - Meeting Expense	\$0	\$0	\$8,000	\$4,525	\$0	\$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>\$0</b>
0-01-10-573-020	WU - Admin - Admin - Meeting Expense - Board	\$5,680	\$5,054	\$14,075	\$7,609	\$9,952	\$0
<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>\$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	\$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>\$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>\$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	\$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>\$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	\$6,500,000
0-00-90-581-000	WU - Depreciation - Amortization	\$660,984	\$743,456	\$700,000	\$752,653	\$700,000	\$752,653
0-00-90-582-000	WU - Bond Inflows & Outflows	-\$41,932	-\$41,932	-\$41,932	-\$41,932	-\$41,932	-\$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	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>\$1,280,502</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>\$1,092,302</b>
10-01-00-604-999	WU-Admin-RandR Capital Purchases	\$0	\$0	\$90,000	\$0	\$0	\$0
10-02-00-604-999	WU-IT-RandR Capital Purchases	\$50,588	\$216,357	\$427,000	\$44,025	\$565,000	\$112,302
10-10-40-604-999	WU-Qual-Purification-RandR Capital Purchases	\$0	\$0	\$37,000	\$0	\$0	\$40,000
10-21-00-604-999	WU-Const/Admin/Capital Purchases	\$1,669	\$39,491	\$10,000	\$100	\$10,000	\$10,000
10-30-00-604-999	WU-Fiscal-RandR Capital Purchases	\$0	\$0	\$33,000	\$0	\$0	\$159,000
10-40-00-604-999	WU-Ops-RandR Capital Purchases	\$418,234	\$151,172	\$670,000	\$0	\$340,000	\$771,000
<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>\$188,200</b>
10-01-00-605-999	WU-Admin-RandR Capital Purchases	\$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	\$160,000
10-10-40-605-999	WU-Qual-Expansion Capital Purchases	\$0	\$0	\$0	\$0	\$0	\$0
10-21-00-605-999	WU-Const/Admin/Capital Purchases	\$1,021	\$0	\$10,000	\$0	\$100,000	\$10,000
10-30-00-605-999	WU-Fiscal-RandR Capital Purchases	\$596,689	\$54,384	\$0	\$0	\$0	\$0
10-31-00-605-999	WU-Const/Admin/Capital Purchases	\$0	\$0	\$0	\$0	\$3,000	\$0
10-40-00-605-999	WU-Ops-Expansion Capital Purchases	\$71,469	\$9,872	\$328,000	\$0	\$475,000	\$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>\$26,926,962</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>\$345,000</b>
10-20-00-604-000	WU/Eng-Permit Fees	\$0	\$0	\$20,000	\$3,138	\$20,000	\$10,000
10-20-00-604-001	WU-Eng-ALLR-KW-07 Paua Valley Tank Repair	\$0	\$51,764	\$0	\$16,539	\$0	\$85,000
10-20-00-604-006	WU-Eng-34%R-PLH-28 Hanamaulu Main (Hoohana Street)	\$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
10-20-00-604-009	WU-Eng-ALLR-Hanapepe Stream Crossing	\$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
10-20-00-604-120	WU-Eng-Kilauea 1.0 MG tank (RR 10%)	\$3,740	\$2,671	\$0	\$0	\$0	\$0
10-20-00-604-146	WU-Eng-Hanapepe-Eleele Connecting Pipeline HE-1 and HE-10 (RR 12%)	\$10,254	\$71,960	\$0	\$12,999	\$0	\$0
10-20-00-604-147	WU-Eng-Rehabilitate Puupilo Steel tank	\$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	\$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
10-20-00-604-150	WU-Eng-Makanui and Kuai Road Main Replacement (RR 37%)	\$0	\$0	\$0	\$0	\$0	\$0
10-20-00-604-151	KP-14a Koloa 6" and 12" Main Replacement plus additional area (Wailani and Waihothono)	\$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
10-20-00-604-157	Kilauea Wells MCC rehab	\$0	\$228,666	\$0			\$250,000
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
10-20-00-604-162	WU-Eng-17-13 & 14, Engineering Services for Islandwide Vulnerability and Resiliency Assessment.	\$0	\$0	\$150,000			\$0
10-20-00-604-169	Baseyard MP Ph 1	\$0	\$0	\$0	\$0	\$0	\$0
<b>Water Utility Fund (Misc. Capital Purchases - Expansion)</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
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>		<b>\$315,299</b>	<b>\$5,650</b>	<b>\$5,155,000</b>	<b>\$3,564,521</b>	<b>\$5,255,000</b>	<b>\$17,705,000</b>

## New Capital Outlay

		FY 2016- 2017 Actual	FY 2017- 2018 Actual	FY 2018- 2019 Budget	FY 2018- 2019 Actual	FY 2019 - 2020 Budget	Proposed Budget FY 2020- 2021
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
10-21-00-604-029	WU/Const/Capital Outlay/09-01, Yamada Tank, Clearwell & connecting PL	\$0	\$0	\$0	\$0	\$0	\$13,200,000
10-21-00-604-033	WU-Cns-ALLR-13-07, Koloa Well D Repairs (s/b 20, per Dustin)	\$315,299	\$5,650	\$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	\$0
10-21-00-604-102	WU-Cns-44%R-10-01 Ani-01b-Anini Rd WL DOW-Princvl	\$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
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	\$0
10-21-00-604-001	Paua Valley Tank Repair	\$0	\$0	\$1,400,000	\$0	\$1,400,000	\$0
10-21-00-604-157	Kilauea 1&2 MCC (engineer's estimate - \$2.576M)	\$0	\$0	\$3,755,000	\$0	\$3,755,000	\$3,755,000
10-21-00-604-167	Kukuiofono Tank Demo					\$100,000	\$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
<b>Water Utility Fund (Capital Outlay - Rehabilitation &amp; Replacement- Operations)</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1</b>	<b>\$2,201,962</b>
10-40-00-604-166	SWTP - Water Treatment Delivery Agreement with Grove Farm - R&R	\$0	\$1,050	\$0		\$1	\$2,201,962
<b>Water Utility Fund (Capital Projects - Exp - Construction)</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,302,856</b>	<b>\$0</b>	<b>\$0</b>
10-21-00-605-118	WU/Const/Capital Outlay/WK-39-Kapaa Homestead Well No. 4 (100% Expansion)	\$0	\$0	\$0	\$750,000	\$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
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	\$0
10-21-00-605-017	Kapaia Cane Haul Road 18" Main (98.55% Exp) \$3,241,350	\$0	\$0	\$0	\$0	\$0	\$0
<b>FRC Fund (Capital Projects - Expansion - Design )</b>		<b>\$33,657</b>	<b>\$190,102</b>	<b>\$0</b>	<b>\$85,510</b>	<b>\$680,000</b>	<b>\$450,000</b>
20-20-00-605-006	FRC-Eng-66%E-PLH-28 Hanamaulu Main (Hoohana Street)	\$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
20-20-00-605-014	FRC-Eng-ALLE-Purchase Water System 1	\$0	\$0	\$0		\$0	\$0
20-20-00-605-016	FRC-Eng-ALLE-Poipu 1 MG Storage Tank	\$0	\$0	\$0		\$0	\$0
20-20-00-605-018	FRC-Eng-ALLE-H-08 Hanalei Well 2	\$0	\$0	\$0		\$0	\$0
20-20-00-605-019	FRC-Eng-E-Kapaia SWTP Expansion	\$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
20-20-00-605-148	FRC-Eng-Kuhio Hwy (Hardy-Oxford) 16" Main replacement (EXP 44% of \$150K)	\$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
20-20-00-605-150	FRC-Eng-Makanui and Kuai Road Main Replacement (EXP 63%)	\$0	\$0	\$0		\$0	\$0
20-20-00-605-151	KP-14A Koloa 6" & 12" Main Repla + add'l area (Wailani & Waihihinou Rds, prt of KP-14 (Exp 50%))	\$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
20-20-00-605-154	FRC-Eng-Drill and Test Kilauea Well #3 (EXP)	\$0	\$2,760	\$0		\$0	\$0
20-20-00-605-155	FRC-Eng-Wainiha Well #4 (EXP)	\$0	\$0	\$0		\$160,000	\$0
20-20-00-605-156	FRC-Eng-land acquisition for Kilauea Well #3	\$0	\$0	\$0		\$0	\$0
20-20-00-605-156	FRC-Eng-land acquisition for jelly factory booster pump	\$0	\$0	\$0		\$0	\$0
20-20-00-605-156	FRC-Eng-land acquisition for Poipu tank	\$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

## New Capital Outlay

		FY 2016- 2017 Actual	FY 2017- 2018 Actual	FY 2018- 2019 Budget	FY 2018- 2019 Actual	FY 2019 - 2020 Budget	Proposed Budget FY 2020- 2021
20-20-00-605-156	FRC-Eng-land acquisition for SWTP expansion	\$0	\$0	\$0		\$0	\$0
20-20-00-605-118	Develop Kapaa Well No. 4 site improvements (production well)		\$0	\$0		\$450,000	\$450,000
20-20-00-605-117	UH Experiment Station Tank - land acquisition		\$0	\$0		\$0	\$0
20-20-00-605-168	Kalaheo System Improvements - recertify plans/permits		\$0	\$0		\$40,000	\$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>\$225,000</b>
20-21-00-605-017	FRC-Eng-ALLE-18IN Cane Haul Road Main	\$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
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
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
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	\$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
<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>\$0</b>
30-21-00-604-101	BAB-Cns-ALLR-10-01 Ani01a-Anini Kalihiwai 6IN Main	\$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
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	\$0
30-21-00-604-109	BAB-Cns-19%R-XX-YYLO-08LO-10-Koloa Al.-Piko, Lawai	\$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
30-21-00-604-114	BAB-Cns-ALLR-XX-YY PLH-39a-Lihue Baseyard Imprvmt	\$605,698	\$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
30-21-00-604-129	BAB-Cns-ALLR-11-10 8IN WL Halewili, Kaum to HHale	\$260,495	\$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
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
<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>
30-20-00-605-139	BAB-Eng-ALLE-Moloaa Tank Site Acquisition	\$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
<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>\$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
30-21-00-605-106	BAB-Cns-50%E-03-04 K05a-Kalaheo Tank 0.5MG 886FT	\$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
30-21-00-605-110	BAB-Cns-ALLE-WK-08-Kapaa Homestead Tank (Ornellas)	\$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
30-21-00-605-118	BAB-Cns-ALLE-WK-39-Kapaa Homestead Well No. 4	\$0	\$0	\$0	\$676,543	\$0	\$0
30-21-00-605-120	BAB-Cns-90%E-0206WKK15-Kilauea 466 Tnk Puu Pane W3	\$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
30-21-00-605-029	BAB-Cns-CO-09-01 Kalaheo 1111' & 1112' WS Improv Pkg A,B,C	\$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
<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>
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

## New Capital Outlay

		FY 2016- 2017 Actual	FY 2017- 2018 Actual	FY 2018- 2019 Budget	FY 2018- 2019 Actual	FY 2019 - 2020 Budget	Proposed Budget FY 2020- 2021
60-21-00-604-114	SRF-Cns-ALLR-X-YY PLH-39a-Lihue Baseyard Imprvmts	\$0	\$0	\$0	\$0	\$0	\$0



# DEPARTMENT OF WATER

County of Kaua'i

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

## MANAGER'S REPORT No. 20-56

June 25, 2020

Re: Discussion and Possible Action for Board Approval of the Conservation District Use Permit conditions set forth by the Board of Land and Natural Resources for WP2020 Job No. HW-11, Construct 0.2 MG Storage Tank, 144', Ha'ena, Kaua'i, Hawai'i

### **RECOMMENDATION:**

It is recommended that the Board approve Option 1 to agree to the permit conditions set forth by the Board of Land and Natural Resources (BLNR) in the conditional approval of the Conservation District Use Application (CDUP) for the subject project.

Further, Board approval is specifically requested for the indemnification provisions in the CDUP, wherein the Board agrees to the following:

*"2. The permittee, its successors and assigns, shall indemnify and hold the State of Hawai'i harmless from and against any loss, liability, claim, or demand for property damage, personal injury, and death arising out of any act or omission of the applicant, its successors, assigns, officers, employees, contractors, and agents under this permit or relating to or connected with the granting of this permit;"*

**FUNDING:** N/A

### **BACKGROUND:**

This project is currently in the design phase and will construct a new 0.2 Million Gallon (MG) storage tank in the Hā'ena-Wainiha area water system. The new tank's elevation will match the elevation of the existing 0.1 MG Hā'ena Steel Tank (HW-3), providing additional storage to the existing 144' service zone in the Hā'ena-Wainiha water system. The projects consists of a new 316 stainless steel storage tank, piping and connections to the existing system, a tank site layout with grading, a retaining wall, a drainage system, chain link perimeter fence, access road, and various other site improvements.

During the design the DOW completed an Environmental Assessment (EA) and issued a Finding of No Significant Impact (FONSI). Through the EA process, it was determined that a Conservation District Use Permit (CDUP) must be prepared and submitted to the State of Hawai'i, Department of Land and Natural Resource's Office of Conservation and Coast Lands (OCCL). The OCCL has reviewed the DOW's application for a Conservation District Use Permit (CDUP) and determined the following:

*"The proposed use is an identified land use in the Protective subzone of the Conservation District pursuant to Hawai'i Administrative Rules (HAR) 13-5-22 Identified Land Uses in the Conservation District, P-6 Public Purpose Uses, (D-1) Not for profit land uses undertaken in support of a public service by an agency of the county, state, or federal government, or by an independent non-governmental entity, except that an independent non-governmental regulated public utility may be considered to be engaged in a public purpose use. Examples of public purpose uses may include but are not limited to public roads, marinas, harbors, airports, trails, water systems and other utilities, energy generation from renewable sources, communication*

*systems, flood or erosion control projects, recreational facilities, community centers, and other public purpose uses, intended to benefit the public in accordance with public policy and the purpose of the conservation district. This use requires a permit from the Board of Land and Natural Resources, who have the final authority to modify, grant, or deny any permit.”*

The DOW and its consultant for the project, Brown and Caldwell have completed the application process and the application was given to the Board of Land and Natural Resources (BLNR) from the OCCL. The BLNR approved the DOW's application for a CDUP at its May 8, 2020 meeting. The conditions of the approval are shown on Attachment 1. In particular, Board approval is needed for the following condition:

*“2. The permittee, its successors and assigns, shall indemnify and hold the State of Hawai'i harmless from and against any loss, liability, claim, or demand for property damage, personal injury, and death arising out of any act or omission of the applicant, its successors, assigns, officers, employees, contractors, and agents under this permit or relating to or connected with the granting of this permit;”*

For reference, the BLNR letter also states that the DOW is to “acknowledge receipt of this approval, with the above noted conditions...within thirty days” of May 8, 2020. DOW staff have already contacted OCCL staff to notify them that the Board of Water Supply, County of Kaua'i will be hearing this matter at the June 26, 2020 Board meeting and therefore would not be able to provide a response within 30 days. The OCCL has indicated that this is acceptable.

### **OPTIONS:**

**Option 1: Agree to the conditions set forth by the State of Hawai'i Board of Land and Natural Resources and approve the Conservation District Use Permit Application for the Hā'ena 0.2 MG Storage Tank Project.**

Pros: This will allow for the project design to be completed and move to construction.

Cons: The Board is agreeing to indemnify and hold the State of Hawai'i harmless as stated above.

**Option 2: Do not agree to the conditions set forth by the State of Hawai'i Board of Land and Natural Resources and approve the Conservation District Use Permit Application for the Hā'ena 0.2 MG Storage Tank Project.**

Pros: The Board would not be agreeing to indemnify and hold the State of Hawai'i harmless as stated above.

Cons: The project cannot be completed.

KA/ein

Attachment(s): Conservation District Use Permit (CDUP) KA-3857 for the Hā'ena 0.2 MG Water Storage Tank, Wainiha, Kaua'i, TMK (4) 5-8-002:003 and 007

Mgrpp/June 2020/20-56/Discussion and Possible Action for Board Approval of the Conservation District Use Permit conditions set forth by the Board of Land and Natural Resources for WP2020 Job No. HW-11, Construct 0.2 MG Storage Tank, 144', Ha'ena, Kaua'i, Hawai'i (6-25-20):ein

DAVID Y. IGE  
GOVERNOR OF HAWAII



**STATE OF HAWAII**  
**DEPARTMENT OF LAND AND NATURAL RESOURCES**  
OFFICE OF CONSERVATION AND COASTAL LANDS  
POST OFFICE BOX 621  
HONOLULU, HAWAII 96809

SUZANNE D. CASE  
CHAIRPERSON  
BOARD OF LAND AND NATURAL RESOURCES  
COMMISSION ON WATER RESOURCE MANAGEMENT

ROBERT K. MASUDA  
FIRST DEPUTY

M. KALEO MANUEL  
DEPUTY DIRECTOR - WATER

AQUATIC RESOURCES  
BOATING AND OCEAN RECREATION  
BUREAU OF CONVEYANCES  
COMMISSION ON WATER RESOURCE MANAGEMENT  
CONSERVATION AND COASTAL LANDS  
CONSERVATION AND RESOURCES ENFORCEMENT  
ENGINEERING  
FORESTRY AND WILDLIFE  
HISTORIC PRESERVATION  
KAHOOLAWE ISLAND RESERVE COMMISSION  
LAND  
STATE PARKS

Ref.:OCCL:MC

CDUP KA-3857

Laurel Loo  
4357 Rice Street  
Līhu'e, Kaua'i 96766

Dear Ms. Loo,

SUBJECT: Conservation District Use Permit (CDUP) KA-3857  
Hā'ena 0.2 MG Water Storage Tank  
Wainiha, Kaua'i  
TMK (4) 5-8-002:003 and 007

This is to inform you that on May 8, 2020 the Board of Land and Natural Resources approved Conservation District Use Permit (CDUP) KA-3857 for Hā'ena 0.2 MG Water Storage Tank Wainiha, Kaua'i, TMK (4) 5-8-002:003 and 007, subject to the following conditions:

1. The permittee shall comply with all applicable statutes, ordinances, rules, and regulations of the federal, state, and county governments, and applicable parts of this chapter;
2. The permittee, its successors and assigns, shall indemnify and hold the State of Hawai'i harmless from and against any loss, liability, claim, or demand for property damage, personal injury, and death arising out of any act or omission of the applicant, its successors, assigns, officers, employees, contractors, and agents under this permit or relating to or connected with the granting of this permit;
3. The permittee shall comply with all applicable department of health administrative rules;
4. Before proceeding with any work authorized by the department or the board, the permittee shall submit four copies of the construction plans and specifications to the chairperson or an authorized representative for approval for consistency with the conditions of the permit and the declarations set forth in the permit application. Three of the copies will be returned to the permittee. Plan approval by the chairperson does not constitute approval required from other agencies;
5. Unless otherwise authorized, any work or construction to be done on the land shall be initiated within one year of the approval of such use, in accordance with construction plans that have been signed by the chairperson, and shall be completed within three years of the approval of such use. The permittee shall notify the department in writing when construction activity is initiated and when it is completed;

6. All representations relative to mitigation set forth in the accepted environmental assessment or impact statement for the proposed use are incorporated as conditions of the permit;
7. The permittee understands and agrees that the permit does not convey any vested right(s) or exclusive privilege;
8. In issuing the permit, the department and board have relied on the information and data that the permittee has provided in connection with the permit application. If, subsequent to the issuance of the permit such information and data prove to be false, incomplete, or inaccurate, this permit may be modified, suspended, or revoked, in whole or in part, and the department may, in addition, institute appropriate legal proceedings;
9. When provided or required, potable water supply and sanitation facilities shall have the approval of the department of health and the county department of water supply;
10. Provisions for access, parking, drainage, fire protection, safety, signs, lighting, and changes on the landscape shall be provided;
11. Where any interference, nuisance, or harm may be caused, or hazard established by the use, the permittee shall be required to take measures to minimize or eliminate the interference, nuisance, harm, or hazard;
12. Obstruction of public roads, trails, lateral shoreline access, and pathways shall be avoided or minimized. If obstruction is unavoidable, the permittee shall provide alternative roads, trails, lateral beach access, or pathways acceptable to the department;
13. During construction, appropriate mitigation measures shall be implemented to minimize impacts to off-site roadways, utilities, and public facilities;
14. Cleared areas shall be revegetated, in accordance with landscaping guidelines provided in this chapter, within thirty days unless otherwise provided for in a plan on file with and approved by the department;
15. The permittee acknowledges that the approved work shall not hamper, impede, or otherwise limit the exercise of traditional, customary, or religious practices of native Hawaiians in the immediate area, to the extent the practices are provided for by the Constitution of the State of Hawai'i, and by Hawai'i statutory and case law;
16. Should historic remains such as artifacts, burials or concentration of charcoal be encountered during construction activities, work shall cease immediately in the vicinity of the find, and the find shall be protected from further damage. The contractor shall immediately contact HPD (692-8015), which will assess the significance of the find and recommend an appropriate mitigation measure, if necessary;
17. Other terms and conditions as prescribed by the chairperson.
18. Failure to comply with any of these conditions shall render a permit void under the chapter, as determined by the chairperson or board.

Please acknowledge receipt of this approval, with the above noted conditions, in the space provided below. Please sign two copies. Retain one and return the other within thirty days. Should you have any questions feel free to contact Michael Cain at 587-0048.

Sincerely,

*Sam Lemmo*

Samuel J. Lemmo, Administrator  
Office of Conservation and Coastal Lands

Receipt acknowledged:

\_\_\_\_\_  
Permittee's Signature

\_\_\_\_\_  
Date

Copy: County of Kauai Department of Water; County Planning

# Staff Reports



# DEPARTMENT OF WATER

County of Kaua'i

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

## FISCAL REPORT: MONTHLY SUMMARY HIGHLIGHTS – MAY, 2020

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

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

	<u>BUDGET</u>	<u>vs</u>	<u>EXPENSED</u>
· Operating Expenses	\$31,647,616		\$21,522,397
· Debt Principal Payment	4,598,948		5,017,034
· Capital Projects	<u>29,899,076</u>		<u>4,988,123</u>
TOTAL	<u>\$66,145,640</u>		<u>\$31,527,554</u>

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

- Total Revenue as of May, 2020 was 8% below projection.
  - Water sales of \$24.4 million (M) was \$240.2 thousand (K) lower than projected.
  - Other Water Revenue - Receipts of \$137K was \$92.1K below projection or -40%.
  - Capital Contributions: Contributions from Federal & State Grants – \$2.1M.
  - Investment Income & Net Increase in FV of Investments –\$846.3K.
  - Miscellaneous Revenues - \$25.5K

**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 \$21.5M. Total spending was \$10.1M less than planned or budgeted; a positive variance of 32%.
  - Employee Related Expenses –\$8.7M with a 20% positive variance.
  - Contracts & Services – \$5.3M with a 52% positive variance.
    - Professional Services, Other Services – Billing, Communication, Insurance and Repairs and Maintenance for non-water systems are the main items contributing to the 52% positive variance.
  - Exceptional Expenses – None.
  - Fuel & Utilities – \$2.4M; 14% positive variance.
  - Bulk Water Purchase –\$1.4M, 15% positive variance.
  - Office & Operating Supplies – \$736.7K, 58% positive variance.
  - Training, Travel & Meeting Expenses – \$100.4K; 60% positive variance.
  - Debt Service – Interest Expense - \$2.9M; 2% positive variance.
  - Depreciation & Amortization (non-cash expenses) is \$6.55M; 11% positive variance.



# DEPARTMENT OF WATER

County of Kaua'i

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

## NET OPERATING INCOME:

- Net Operating Income before depreciation and amortization - \$8.03M.
- Net Operating Income after depreciation & amortization was \$1.5M.

## NON-OPERATING PROCEEDS & DISBURSEMENTS

- SRF Loan Proceeds – None
- FRC – Facility Reserve Charge –\$909.9K
- YTD Debt Principal Payment is \$5.02M

## CAPITAL PROJECTS BUDGET: YTD DISBURSEMENTS = \$4,988,123.13

- Capital Projects: Water Utility Fund - \$4.27M
- Capital Projects: FRC Fund – \$26.24K
- Capital Projects: BAB Fund - \$689.74K
- Capital Projects: SRF Loan Fund - None

## II. FY 2019 – 2020 CERTIFICATION OF FUNDS YTD \$7,833,692

	REPORT TO MANAGER (with approved Budget)	MANAGER'S REPORT (New Budget Requests)
Water Utility Fund	\$3,573,649	\$4,085,742
FRC Fund	\$9,567	\$0
BAB Fund	\$0.00	\$164,734
<b>Total</b>	<b>\$3,583,216</b>	<b>\$4,250,476</b>

## III. COMPARATIVE CHARTS:

### METERED CONSUMPTION:

- May, 2020, monthly metered consumption was 287.7 million gallons (mg) which decreased by 51.6 mg as compared from the same month of FY 2019.
- Year to Date (YTD) metered consumption as of 5/31/20 was 3433.6 mg with a YTD cumulative decrease of 109.3 mg as compared from the same month of FY 2019.

## IV. COMPARATIVE BALANCE SHEET: SEE ATTACHED.

Statement of Net Position as of May 30, 2020 (unadjusted).

## V. OTHER FISCAL ONGOING ACTIVITIES/INITIATIVES:

- Upcoming; Fiscal Year end closing; prepping for FY 2020 Financial Audit.
- On-going; Water Audit for Calendar Year 2019
- For Board approval; Annual Proposed Budget for FY 2020-2021.
- On-going; Fiscal and IT are working together to implement Office 365; Great Plains (GP) upgrade to the cloud, update the 2007 Depreciation Study & implement Share point in the cloud.





# DEPARTMENT OF WATER

County of Kaua'i

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

- Ongoing; COVID-19 FEMA Briefing was completed; FEMA exploratory meeting was also completed. DOW will be reviewing qualified expenditures for FEMA claims submittal.
- The meter cuts (M-Cuts) for delinquent accounts was suspended until further notice; penalties for delinquent accounts will be waived upon customer request.
- 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.
- 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.

MY/ein



Department of Water, County of Kauai  
 Monthly Budget Summary vs. Actual  
 SUMMARY  
 5/31/2020

	May				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	\$2,042,257.39	(\$201,896.61)	\$24,685,694.00	\$24,445,480.10	(\$240,213.90)	(1%)
Revenue from Public Fire Protection	178,042.00	178,042.00	181,191.50	3,149.50	1,958,462.00	1,993,106.50	34,644.50	2%
Other Water Revenue	20,833.00	20,833.00	3,088.41	(17,744.59)	229,163.00	137,085.62	(92,077.38)	(40%)
Federal Grants	90,897.00	90,897.00		(90,897.00)	999,867.00		(999,867.00)	(100%)
State Grants	316,666.00	316,666.00		(316,666.00)	3,483,326.00	1,350,363.82	(2,132,962.18)	(61%)
Capital Contributions	50,990.00	50,990.00	56,452.56	5,462.56	560,890.00	753,173.06	192,283.06	34%
Net Increase in Fair Value of Investments	(2,500.00)	(2,500.00)	(353.25)	2,146.75	(27,500.00)	187,138.04	214,638.04	(781%)
Investment Income	22,084.00	22,083.67	12,694.38	(9,389.29)	242,920.37	659,178.38	416,258.01	171%
Gain or Loss on Disposal of Capital Assets	417.00	416.67		(416.67)	4,583.37		(4,583.37)	(100%)
Gain or Loss from the Retirement of Debt								
Miscellaneous Revenues	83.00		22,458.92	22,458.92		25,475.13	25,475.13	
<b>Total Revenue</b>	<b>2,921,666.00</b>	<b>2,921,582.34</b>	<b>2,317,789.91</b>	<b>(603,792.43)</b>	<b>32,137,405.74</b>	<b>29,551,000.65</b>	<b>(2,586,405.09)</b>	<b>(8%)</b>
<b>Employee-Related Expenses</b>								
Salaries and Wages (includes Leaves & CTO)	597,142.00	579,287.00	450,892.82	128,394.18	6,425,729.00	4,744,892.26	1,680,836.74	26%
Temporary Assignment	5,917.00	5,917.00	7,100.91	(1,183.91)	65,083.00	77,827.53	(12,744.53)	(20%)
Overtime	40,500.00	40,500.00	31,713.72	8,786.28	445,500.00	519,954.47	(74,454.47)	(17%)
Standby	16,250.00	16,250.00	20,430.68	(4,180.68)	178,750.00	180,534.75	(1,784.75)	(1%)
FICA	50,474.00	50,474.00	37,061.80	13,412.20	555,232.00	402,593.24	152,638.76	27%
Retirement Contribution	144,332.00	144,332.00	106,666.78	37,665.22	1,587,665.00	1,159,067.02	428,597.98	27%
Life & Health Insurance	50,919.00	50,919.00	43,396.84	7,522.16	560,126.00	465,079.02	95,046.98	17%
Workers Compensation			9,684.03	(9,684.03)		15,439.45	(15,439.45)	
Unemployment Compensation	1,250.00	1,250.00		1,250.00	13,750.00		13,750.00	100%
Post Employment Benefits (OPEB)	89,752.00	89,752.00	101,562.82	(11,810.82)	987,250.00	1,102,446.16	(115,196.16)	(12%)
<b>Total Employee-Related Expenses</b>	<b>996,536.00</b>	<b>978,681.00</b>	<b>808,510.40</b>	<b>170,170.60</b>	<b>10,819,085.00</b>	<b>8,667,833.90</b>	<b>2,151,251.10</b>	<b>20%</b>
<b>Contracts &amp; Services</b>								
Professional Services-General	303,613.00	269,863.00	199,893.33	69,969.67	6,696,690.83	2,085,760.11	4,610,930.72	69%
Professional Services-Accounting & Auditing	8,900.00	8,900.00		8,900.00	97,900.00	69,900.00	28,000.00	29%
Other Services-General	5,374.00	5,374.00	11,445.97	(6,071.97)	63,831.99	54,038.81	9,793.18	15%
Other Services-Billing Costs	17,221.00	17,221.00	8,614.62	8,606.38	342,123.06	134,338.64	207,784.42	61%
Public Relations-General	6,674.00	6,674.00	28,817.54	(22,143.54)	81,733.06	87,384.78	(5,651.72)	(7%)
Procurement Advertising	833.00	833.00	1,465.61	(632.61)	9,167.00	6,962.82	2,204.18	24%
Communication Services	10,596.00	10,596.00	9,931.03	664.97	162,160.20	100,562.68	61,597.52	38%
Freight and Postage	1,365.00	1,365.00	55.16	1,309.84	15,005.00	2,073.93	12,931.07	86%
Rentals and Leases	10,924.00	10,924.00	10,355.53	568.47	149,451.89	68,284.82	81,167.07	54%
Insurance	32,917.00	32,917.00		32,917.00	362,083.00	1,357.70	360,725.30	100%
County Service Charge	178,042.00	178,042.00	181,191.50	(3,149.50)	1,958,468.00	1,993,106.50	(34,638.50)	(2%)
Repairs and Maintenance-Water System	18,417.00	64,167.00	6,997.54	57,169.46	273,347.43	261,888.13	11,459.30	4%
Repairs and Maint-Non Water System	58,396.00	40,979.00	96,826.03	(55,847.03)	908,229.37	453,970.14	454,259.23	50%
<b>Total Contracts &amp; Services</b>	<b>653,272.00</b>	<b>647,855.00</b>	<b>555,593.86</b>	<b>92,261.14</b>	<b>11,120,190.83</b>	<b>5,319,629.06</b>	<b>5,800,561.77</b>	<b>52%</b>



Department of Water, County of Kauai  
 Monthly Budget Summary vs. Actual  
 SUMMARY  
 5/31/2020

	May				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	186,570.94	51,981.06	2,640,105.59	2,299,722.68	340,382.91	13%
Fuel	9,625.00	9,625.00	8,860.15	764.85	159,078.50	97,460.08	61,618.42	39%
<b>Total Fuel &amp; Utilities</b>	<b>248,177.00</b>	<b>248,177.00</b>	<b>195,431.09</b>	<b>52,745.91</b>	<b>2,799,184.09</b>	<b>2,397,182.76</b>	<b>402,001.33</b>	<b>14%</b>
<b>Bulk Water Purchase</b>								
Bulk Water Purchase	151,348.00	151,348.00	256,348.05	(105,000.05)	1,664,828.00	1,415,160.05	249,667.95	15%
<b>Total Bulk Water Purchase</b>	<b>151,348.00</b>	<b>151,348.00</b>	<b>256,348.05</b>	<b>(105,000.05)</b>	<b>1,664,828.00</b>	<b>1,415,160.05</b>	<b>249,667.95</b>	<b>15%</b>
<b>Office &amp; Operating Supplies</b>								
Office Supplies	1,833.00	1,833.00	1,016.23	816.77	20,167.36	14,532.01	5,635.35	28%
Operating Supplies	113,025.00	113,025.00	90,137.04	22,887.96	1,721,694.02	700,501.03	1,021,192.99	59%
Books, Subscriptions and Dues	2,737.00	2,737.00	710.46	2,026.54	30,108.00	21,477.93	8,630.07	29%
Books, Subscriptions and Dues - Board	91.00	91.00		91.00	1,004.00	150.00	854.00	85%
<b>Total Office &amp; Operating Supplies</b>	<b>117,686.00</b>	<b>117,686.00</b>	<b>91,863.73</b>	<b>25,822.27</b>	<b>1,772,973.38</b>	<b>736,660.97</b>	<b>1,036,312.41</b>	<b>58%</b>
<b>Training, Travel &amp; Meeting Expenses</b>								
Training and Development	6,740.00	6,740.00	1,001.25	5,738.75	89,556.12	38,721.72	50,834.40	57%
Travel and Per Diem	8,885.00	8,885.00	45.88	8,839.12	97,725.00	47,594.94	50,130.06	51%
Travel and Per Diem - Board	1,748.00	1,748.00		1,748.00	19,222.00		19,222.00	100%
Meeting Expense	3,108.00	3,108.00		3,108.00	36,480.95	13,067.41	23,413.54	64%
Meeting Expense - Board	829.00	829.00		829.00	9,123.00	1,037.30	8,085.70	89%
<b>Total Training, Travel &amp; Meeting Expenses</b>	<b>21,310.00</b>	<b>21,310.00</b>	<b>1,047.13</b>	<b>20,262.87</b>	<b>252,107.07</b>	<b>100,421.37</b>	<b>151,685.70</b>	<b>60%</b>
<b>Debt Service</b>								
Interest Expense	268,843.00	268,843.00	262,591.75	6,251.25	2,957,273.00	2,885,509.25	71,763.75	2%
<b>Total Interest Expense</b>	<b>268,843.00</b>	<b>268,843.00</b>	<b>262,591.75</b>	<b>6,251.25</b>	<b>2,957,273.00</b>	<b>2,885,509.25</b>	<b>71,763.75</b>	<b>2%</b>
<b>Total Operating Expenses</b>	<b>2,457,172.00</b>	<b>2,433,900.00</b>	<b>2,171,386.01</b>	<b>262,513.99</b>	<b>31,647,616.37</b>	<b>21,522,397.36</b>	<b>10,125,219.01</b>	<b>32%</b>
<b>Net Operating Income (Loss) Before Depreciation &amp; Amortization</b>	<b>\$464,494.00</b>	<b>\$487,682.34</b>	<b>\$146,403.90</b>	<b>(\$341,278.44)</b>	<b>\$489,789.37</b>	<b>\$8,028,603.29</b>	<b>\$7,538,813.92</b>	<b>1539%</b>
<b>Depreciation &amp; Amortization</b>								
Depreciation	609,562.00	609,562.00	661,072.65	(51,510.65)	6,705,188.00	6,339,672.44	365,515.56	5%
Amortization	58,333.00	58,333.00	39,155.50	19,177.50	641,667.00	211,870.84	429,796.16	67%
<b>Total Depreciation &amp; Amortization</b>	<b>667,895.00</b>	<b>667,895.00</b>	<b>700,228.15</b>	<b>(32,333.15)</b>	<b>7,346,855.00</b>	<b>6,551,543.28</b>	<b>795,311.72</b>	<b>11%</b>
<b>Net Operating Income (Loss)</b>	<b>(203,401.00)</b>	<b>(180,212.66)</b>	<b>(553,824.25)</b>	<b>(373,611.59)</b>	<b>(6,857,065.63)</b>	<b>1,477,060.01</b>	<b>8,334,125.64</b>	<b>(122%)</b>



Department of Water, County of Kauai  
 Monthly Budget Summary vs. Actual  
 SUMMARY  
 5/31/2020

	May				FY 2020			
	Original Budget	Revised Budget	Actual	Variance	Revised YTD Budget	YTD Actual	*Variance	Variance %
Non Operating Proceeds								
FRC-Facility Reserve Charge	33,333.00	33,333.00	14,115.00	(19,218.00)	366,663.00	909,930.00	543,267.00	148%
<b>Total Non Operating Proceeds</b>	<b>33,333.00</b>	<b>33,333.00</b>	<b>14,115.00</b>	<b>(19,218.00)</b>	<b>366,663.00</b>	<b>909,930.00</b>	<b>543,267.00</b>	<b>148%</b>
Transfers Out(In) to Other Funds								
Debt Principal Payment	418,086.00	418,086.00	334,230.81	83,855.19	4,598,948.00	5,017,034.00	(418,086.00)	(9%)
<b>Net Proceeds (Expenditures)</b>	<b>(588,154.00)</b>	<b>(564,965.66)</b>	<b>(873,940.06)</b>	<b>(308,974.40)</b>	<b>(11,089,350.63)</b>	<b>(2,630,043.99)</b>	<b>8,459,306.64</b>	<b>(76%)</b>
<b>II. CAPITAL BUDGET</b>								
Capital Projects (See Attached for Details)	724,833.00	724,833.00	665,310.43	59,522.57	29,899,075.88	4,988,123.13	24,910,952.75	83%



Department of Water, County of Kauai  
 Monthly Budget Summary vs. Actual  
 SUMMARY  
 5/31/2020

	May				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):								
Water Utility - Capital Projects (See Attached for Details)	649,417.00	649,417.00	634,229.49	15,187.51	24,090,774.49	4,272,143.25	19,818,631.24	82%
FRC Special Trust Fund - Capital Projects (See Attached for Details)	75,416.00	75,416.00	26,237.29	49,178.71	1,385,339.84	26,237.29	1,359,102.55	98%
BAB Fund - Capital Projects (See Attached for Details)			4,843.65	(4,843.65)	4,422,961.55	689,742.59	3,733,218.96	84%
SRF Loan Fund - Capital Projects (See Attached for Details)								
Total Capital Projects (See Attached for Details)	<u>724,833.00</u>	<u>724,833.00</u>	<u>665,310.43</u>	<u>59,522.57</u>	<u>29,899,075.88</u>	<u>4,988,123.13</u>	<u>24,910,952.75</u>	<u>83%</u>



Department of Water, County of Kauai  
 Monthly Budget Summary vs. Actual  
 10  
 5/31/2020

	May				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	27,892.41	40,024.59	777,991.08	185,017.13	592,973.95	76%
10-02-00-605-999 WU-IT-Expansion Capital Purchases--	35,417.00	35,417.00	566.89	34,850.11	454,451.87	33,526.91	420,924.96	93%
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	839.10	104,315.64	99%
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	37,126.40	14,294.10	28%
10-20-00-604-148 WU-Eng-56%R-Kuhio Hwy Hardy-Oxford 16IN Main Repla			3,845.86	(3,845.86)	249,224.92	46,095.58	203,129.34	82%
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	65,928.20	470,598.80	88%
10-20-00-604-163 WU-Eng-AllR-18-8 Limahuli Stream & Manoa Stream-	29,167.00	29,167.00		29,167.00	320,833.00		320,833.00	100%
10-20-00-604-999 WU-Eng-RandR Capital Purchases	1,667.00	1,667.00		1,667.00	18,333.00	123.00	18,210.00	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					2,258,333.00		2,258,333.00	100%
10-21-00-604-035 Job 12-4 HE-14, Eleele Booster Rehab	116,667.00	116,667.00		116,667.00	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	3,442,083.00		3,442,083.00	100%
10-21-00-604-167 WU-CM-R&R-Kukuilono Tank Demo	8,333.00	8,333.00		8,333.00	91,667.00		91,667.00	100%
10-21-00-604-999 WU-CM-RandR Capital Purchases	833.00	833.00		833.00	9,167.00		9,167.00	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			404,942.70	(404,942.70)	1,661,544.13	1,895,234.60	(233,690.47)	(14%)
10-21-00-605-999 WU-CM-Expansion Capital Purchases	8,333.00	8,333.00		8,333.00	91,667.00		91,667.00	100%
10-30-00-605-999 WU-Bill-Expansion Capital Purchases					134,943.91		134,943.91	100%
10-31-00-605-999 WU-Acc-Expansion Capital Purchases	250.00	250.00		250.00	2,750.00		2,750.00	100%
10-40-00-604-166 WU-Operations-R&R-SWTP Delivery Agreement-GroveFar					1.00	212,679.49	(212,678.49)	(21267849%)
10-40-00-604-999 WU-Ops-RandR Capital Purchases	28,333.00	28,333.00	196,981.63	(168,648.63)	858,928.82	503,554.59	355,374.23	41%
10-40-00-605-999 WU-Ops-Expansion Capital Purchases	39,583.00	39,583.00		39,583.00	526,447.86	91,030.86	435,417.00	83%
<b>Total Capital Projects (See Attached for Details)</b>	<b>649,417.00</b>	<b>649,417.00</b>	<b>634,229.49</b>	<b>15,187.51</b>	<b>24,090,774.49</b>	<b>4,272,143.25</b>	<b>19,818,631.24</b>	<b>82%</b>



Department of Water, County of Kauai  
 Monthly Budget Summary vs. Actual  
 20  
 5/31/2020

	May				FY 2020			
	Original Budget	Revised Budget	Actual	Variance	Revised YTD Budget	YTD Actual	*Variance	Variance %
Capital Projects (See Attached for Details):								
20-20-00-605-017 FRC-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	26,237.29	11,262.71	519,663.79	26,237.29	493,426.50	95%
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	76,605.48		76,605.48	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	146,667.00		146,667.00	100%
20-20-00-605-168 FRC-Eng-Exp-Kalaheo System Improvement	3,333.00	3,333.00		3,333.00	36,667.00		36,667.00	100%
20-21-00-605-161 FRC-Cns-Hanapepe River Bridge Kaumualii Hwy	18,750.00	18,750.00		18,750.00	206,250.00		206,250.00	100%
Total Capital Projects (See Attached for Details)	75,416.00	75,416.00	26,237.29	49,178.71	1,385,339.84	26,237.29	1,359,102.55	98%



Department of Water, County of Kauai  
 Monthly Budget Summary vs. Actual  
 30  
 5/31/2020

	May				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			4,843.65	(4,843.65)	362,335.21	65,510.44	296,824.77	82%
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 Kukuiohono Tank Site					53,508.05		53,508.05	100%
30-20-00-605-139 BAB-Eng-ALLE-02-11 M-02 100K Tnk & Pipeline Moloaa					94,222.00		94,222.00	100%
30-20-00-605-158 BAB-Eng-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%
Total Capital Projects (See Attached for Details)			4,843.65	(4,843.65)	4,422,961.55	689,742.59	3,733,218.96	84%



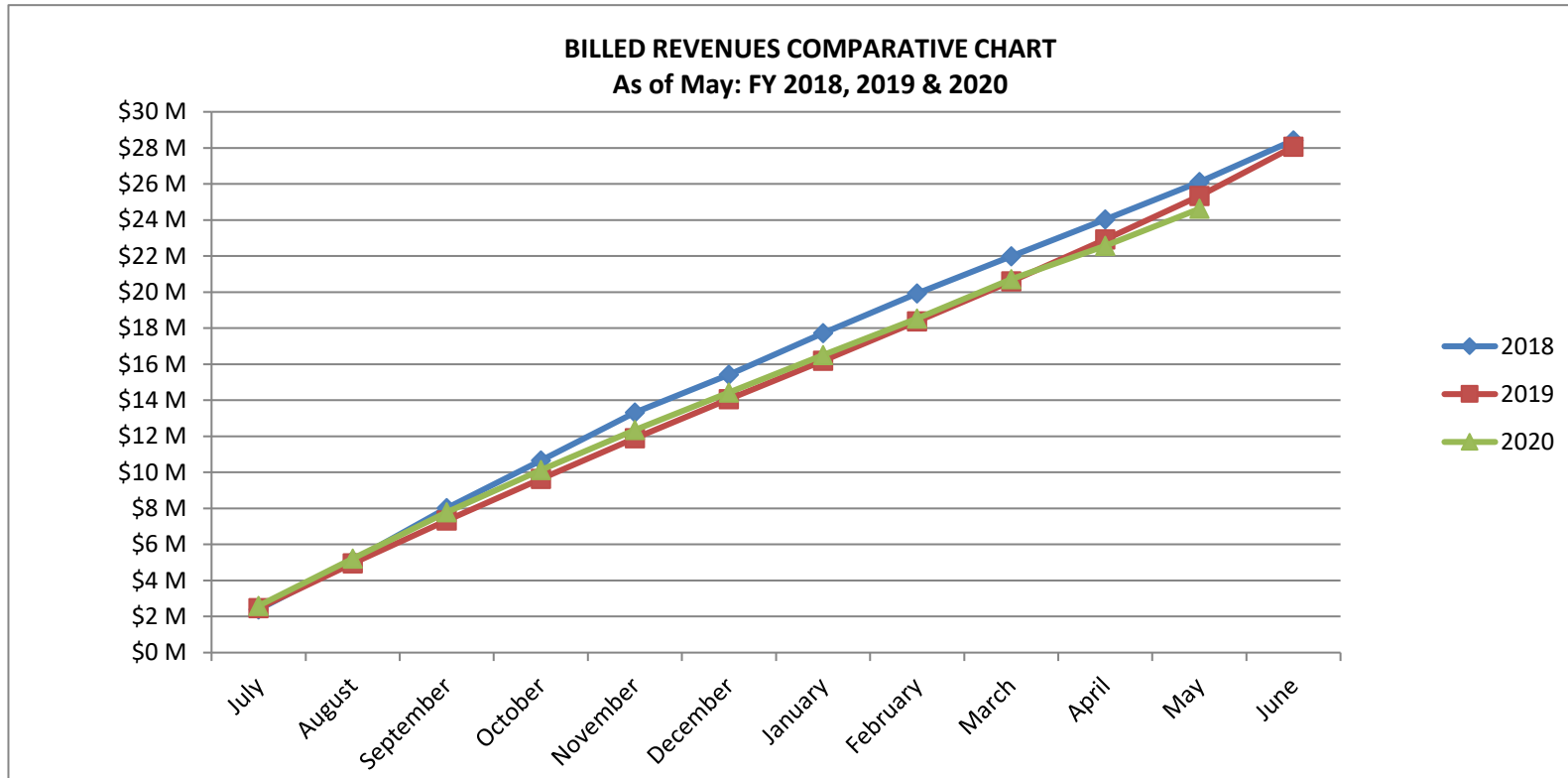
FY 2019 - 2020 Certification of Funds					REPORTS TO MANAGER (RTM)				Manager's Report (MR) - New and/or Additional Funds			
DATE	Contract #	Description	ACCOUNT #	CO/OE	W/U (10)	FRC (20)	BAB (30)	TOTAL	W/U (10)	FRC (20)	BAB (30)	TOTAL
7/26/2019	632	Job NO. 17-02, SCADA System Maintenance and Professional 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, Review and Update the Department's Information Technology Strategic Plan and I.T. Project	10-21-00-604-146	CO					2,360,587.59			2,360,587.59
12/20/2019	666	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				-
3/30/2020	694	GS-2020-4, Furnishing & Delivering of One (1) 4-Wheel Drive 18,000			84,012.12			84,012.12				-

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
2/28/2020	693	Job. No. 20-01- Koloa Well D Pump Replacement, Koloa, HI	10-40-640-999		134,400.00			134,400.00				
3/31/2020	695	Solicitation GS-2020-4, Item No. 2, Furnishing and Delivery of One (1) 37,600 lb GVWR Cab & Chassis			155,444.96			155,444.96				
3/31/2020	696	Solicitation GS-2020-4, Item No. 3, Furnishing and Delivery of Three (3) 16K tilt Deck Equipment trailers			59,057.58			59,057.58				
4/17/2020	665	Job no. 18-03, WP2020#PLH-27, Kuhio Hwy (Hardy - Oxford 16" Main Replacement	10-20-00-604-148		9,686.00			9,686.00				
7/26/2019	682	A3, Solicitaion 2019-Prof-1, A.1 special Legal Services.	10-01-10-540-010		50,000.00			50,000.00				-
2/28/2020	674	Job 19-02, DOW Baseyard Masterplan (MR 20-42, Transfer fr 10-20-10-540-010 )	10-20-00-604-169		62,618.73			62,618.73				
5/14/2020	656	MR 20-52; WP 2020 Project No. WK-39 Drill & Develop Kapa'a Homesteads Well No. 4 & Package A-Well and Drainage Package of Water Plan 2020	30-21-00-605-118					-			11,279.99	11,279.99
6/3/2010	697	GS-2020-5 Furnishing and Delivery of One (1) Rubber Track Open Cab Excavator	10-40-00-605-999		68,497.35			68,497.35				
6/8/2020	698	Professional Services - Headhunter Services	10-01-10-540-010		20,000.00			20,000.00				-
					3,573,649.08	9,567.00	-	3,583,216.08	4,085,742	0	164,733.98	4,250,476
								3,583,216.08				7,833,692

III.

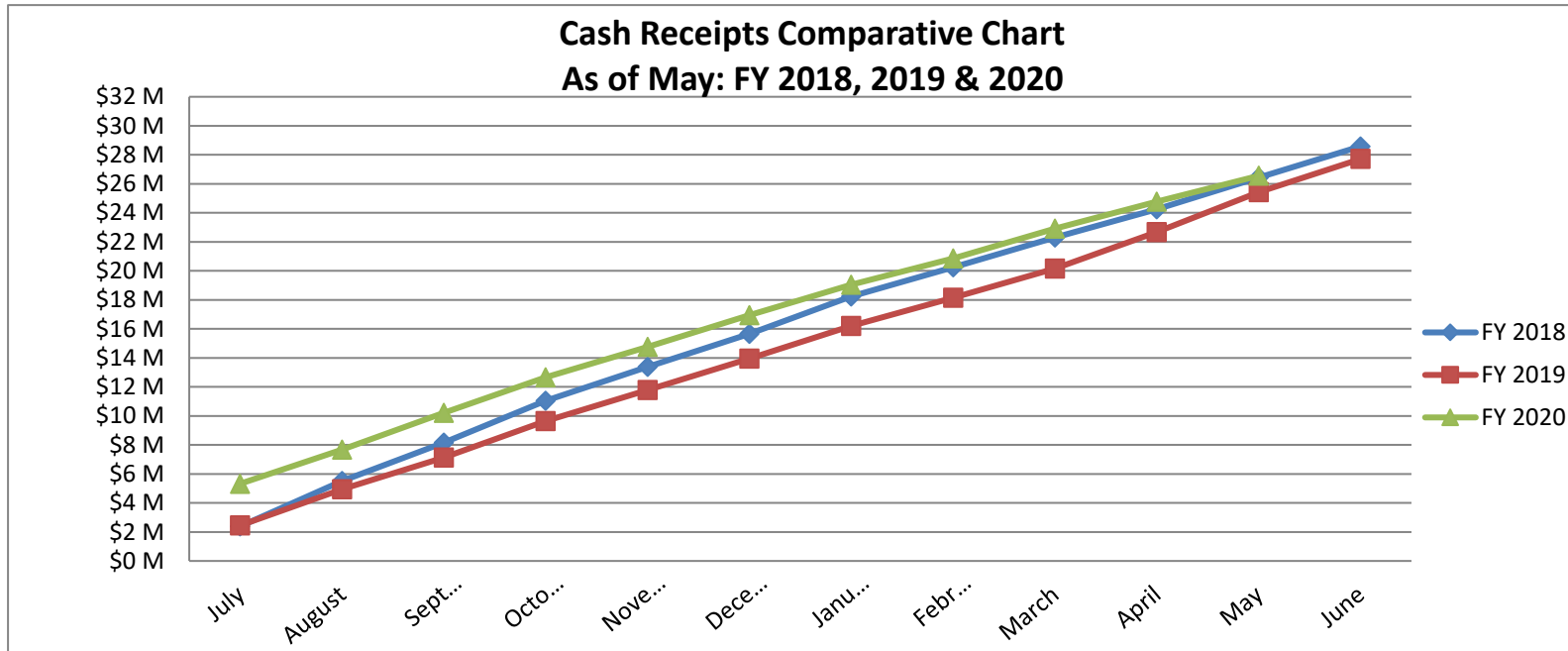
**BILLED REVENUES COMPARATIVE REPORT**  
For Fiscal Years 2018, 2019 & 2020

		<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%
March	\$	21,984,423	\$	20,589,845	\$	20,713,576	\$	123,731	0.60%
April	\$	24,033,481	\$	22,927,303	\$	22,573,891	\$	(353,412)	-1.54%
May	\$	26,109,779	\$	25,324,254	\$	24,619,461	\$	(704,793)	-2.78%



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

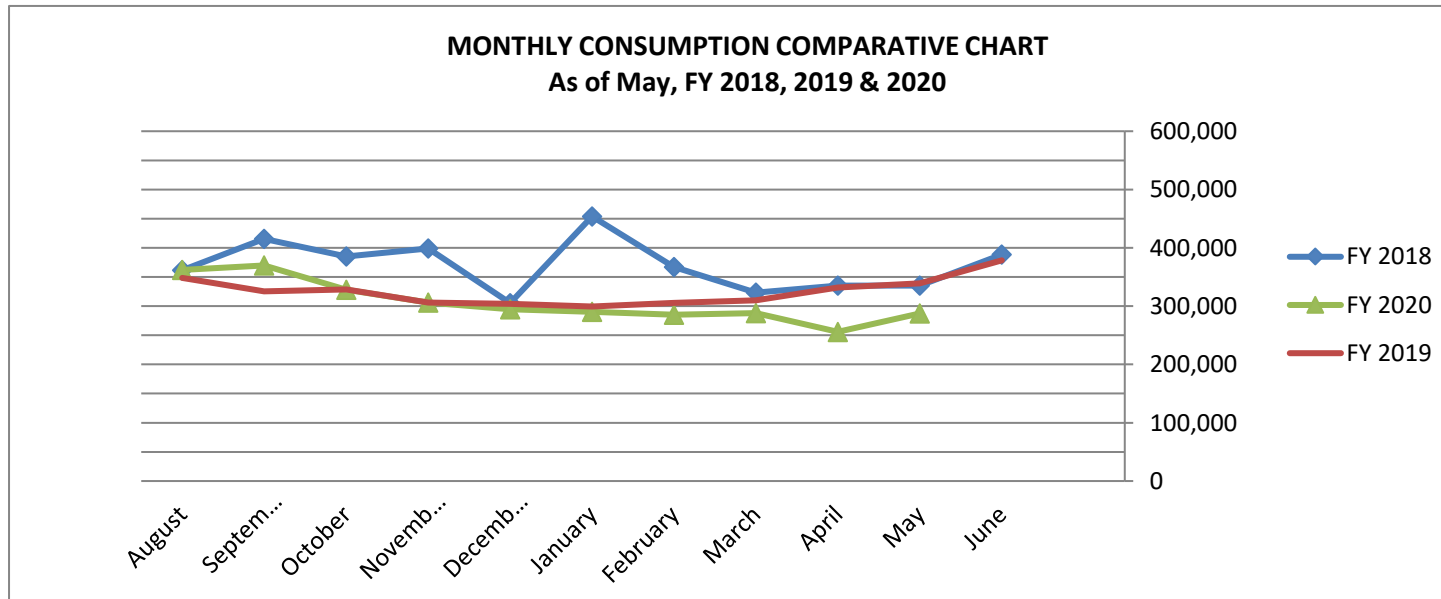
		<b>FY 2018</b>		<b>FY 2019</b>		<b>FY 2020</b>	<b>Cum. Inc (Dec)</b>	<b>% of Inc (Dec)</b>
July	\$	2,385,872	\$	2,449,372	\$	5,324,195	2,874,823	117%
August	\$	5,504,876	\$	4,946,100	\$	7,676,802	2,730,702	55%
September	\$	8,155,772	\$	7,122,906	\$	10,216,754	3,093,848	43%
October	\$	11,034,364	\$	9,651,558	\$	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%
March	\$	22,292,891	\$	20,152,004	\$	22,918,573	2,766,569	14%
April	\$	24,250,091	\$	22,682,159	\$	24,765,974	2,083,815	9%
May	\$	26,435,971	\$	25,417,395	\$	26,552,233	1,134,838	4%



\* 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)

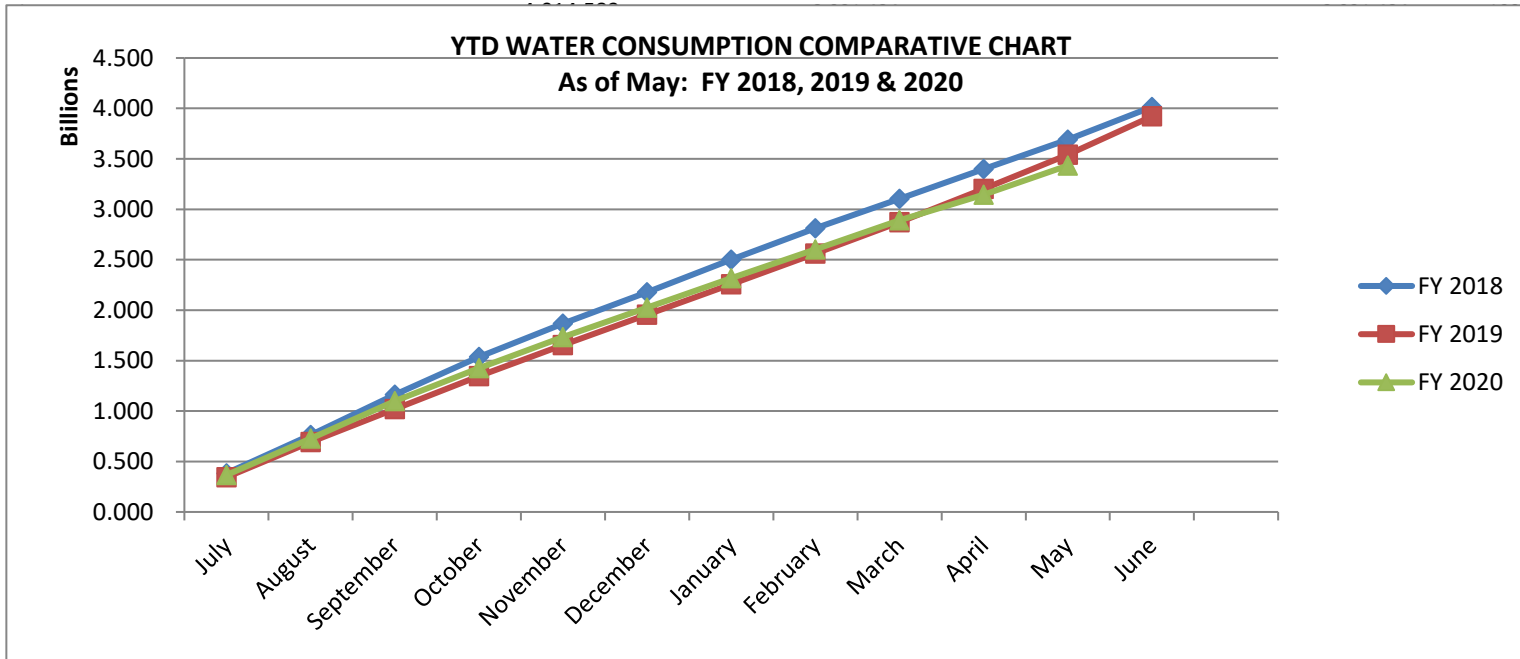
	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>MONTHLY INC. (DEC.)</u>	
July	436,238	344,364	365,892	21,528	6%
August	361,599	348,569	362,067	13,498	4%
September	415,176	325,351	369,751 *	44,400	14%
October	384,934	328,575	328,084	-491	0%
November	398,863	306,129	306,312	183	0%
December	305,276	303,733	294,673	-9,060	-3%
January	453,812	299,365	290,040	-9,325	-3%
February	366,974	305,811	285,156	-20,655	-7%
March	323,359	309,819	287,939	-21,880	-7%
April	334,995	331,857	255,907	-75,950	-23%
May	335,320	339,334	287,749	-51,585	-15%



\* 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	2,026,779	70,058	4%
January	2,499,648	2,256,086	2,316,819	60,733	3%
February	2,811,836	2,561,897	2,601,975	40,078	2%
March	3,104,378	2,871,716	2,889,914	18,198	1%
April	3,399,212	3,203,573	3,145,821	-57,752	-2%
May	3,692,057	3,542,907	3,433,570	-109,337	-3%



Department of Water - County of Kauai  
Statements of Net Position  
May 31, 2020 and 2019

**Assets and Deferred Outflows**

	<b><u>May 31, 2020</u></b>	<b><u>May 31, 2019</u></b>
<b>Current Assets</b>		
Cash	6,282,417	8,618,537
Equity interest in pooled investments	13,739,770	25,720,826
Receivables:		
Accounts, net of allowance for doubtful accounts*	1,548,775	1,432,454
Due from other funds	-	-
Unbilled accounts	1,532,261	1,294,493
Grants and subsidies	2,548,346	2,895,587
Accrued interest	-	-
<b>Total receivables</b>	<b>5,629,382</b>	<b>5,622,533</b>
	-	-
Materials and supplies	1,112,506	1,087,256
Prepaid expenses	384,369	42,262
<b>Total current asset</b>	<b>27,148,444</b>	<b>41,091,413</b>
<b>Restricted Assets:</b>		
<b>Facility reserve charge funds:</b>		
Cash	1,917,585	1,119,433
Accounts receivable and other	82,798	208,483
<b>Total facility reserve charge funds</b>	<b>2,000,383</b>	<b>1,327,916</b>
<b>Bond funds:</b>		
Cash	1,276,593	1,951,862
Investments	8,614,678	9,274,042
Accrued interest	36,755	26,230
<b>Total bond funds</b>	<b>9,928,026</b>	<b>11,252,134</b>
	-	-
<b>Total restricted assets</b>	<b>11,928,409</b>	<b>12,580,050</b>
	-	-
<b>Equity Interest in Pooled Investment - Noncurrent</b>	<b>34,053,426</b>	<b>20,835,754</b>
<b>Utility Plant:</b>		
In service	346,612,074	338,466,907
Accumulated depreciation	(141,051,938)	(134,472,927)
<b>Total utility plant</b>	<b>205,560,136</b>	<b>203,993,980</b>
	-	-
Construction work in progress	15,318,799	14,063,413
<b>Total property, plant and equipment</b>	<b>220,878,935</b>	<b>218,057,393</b>
<b>Total assets</b>	<b>294,009,214</b>	<b>292,564,610</b>
<b>Deferred Outflow of Resources</b>	5,238,093	5,203,921
<b>Total assets and deferred outflows of resources</b>	<b>299,247,307</b>	<b>297,768,531</b>
<b>*Allowance for doubtful accounts</b>	(226,182)	(228,413)

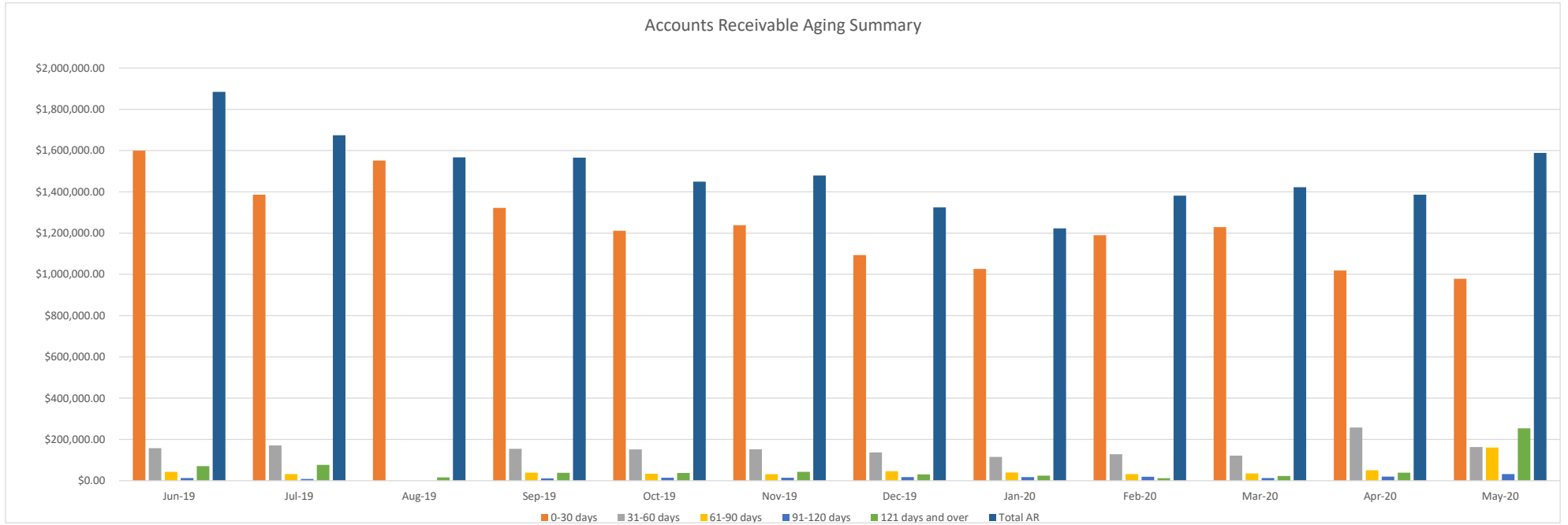
Department of Water - County of Kauai  
 Statements of Net Position  
 May 31, 2020 and 2019

**Liabilities, Deferred Inflows and Net Position**

	<b>May 31, 2020</b>	<b>May 31, 2019</b>
<b>Current Liabilities:</b>		
Accounts payable and accrued liabilities	2,603,666	4,349,237
Contracts payable, including retainages	463,667	438,627
Accrued Vacation And Compensatory Pay, current portion	481,574	412,124
Due to/Due From Other Funds	212	
Customer overpayment	179,741	174,781
Customer deposits and advances	721,661	443,898
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>9,471,612</b>	<b>11,224,977</b>
	-	
Long-Term Debt	62,308,756	67,566,910
Capital Lease Obligation	-	4,058
OPEB & Retirement Benefits	25,071,405	23,892,222
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>98,667,639</b>	<b>104,599,594</b>
<b>Net Position:</b>		
Water Utility Reserves	9,300,000	9,400,000
Restricted FRC	1,992,532	1,320,065
Restricted Build American Bonds	9,823,588	11,077,756
Invested in Capital Assets Net of Related Debt	153,535,228	145,086,596
Unrestricted	25,928,319	26,284,519
<b>Total net position</b>	<b>200,579,668</b>	<b>193,168,937</b>
	-	
<b>Total liabilities, deferred inflows and net position:</b>	<b>299,247,307</b>	<b>297,768,531</b>
	-	
	-	



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



AR Aging	Jun-19		Jul-19		Aug-19		Sep-19		Oct-19		Nov-19		Dec-19		Jan-20		Feb-20		Mar-20		Apr-20		May-20	
0-30 days	\$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%	\$1,229,258.09	86%	\$1,018,686.24	73%	978,907.17	62%
31-60 days	\$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%	\$121,758.30	9%	\$257,987.42	19%	163,475.93	10%
61-90 days	\$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%	\$35,486.34	2%	\$50,532.72	4%	160,891.80	10%
91-120 days	\$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%	\$13,058.29	1%	\$20,047.89	1%	31,925.61	2%
121 days and over	\$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%	\$22,886.96	1%	\$38,823.06	3%	253,754.60	16%
<b>Total AR</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>	<b>\$1,422,447.98</b>	<b>100%</b>	<b>\$1,386,077.33</b>	<b>100%</b>	<b>\$1,588,955.11</b>	<b>100%</b>

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

Customer Deposits & Overpayments	(\$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)	(\$219,423.13)	(\$207,346.51)	(\$179,741.24)
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DEPARTMENT OF WATER  
SUMMARY OF MCUTS  
As of May, 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	16				221
	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	\$ 1,940.60	***	***		\$ 70,061.63
	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	\$ 2,734.43				\$ 71,571.14

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 MID March, April ....due to COVID-19 pandemic; provided leeway to customers.

# DEPARTMENT OF WATER

County of Kauaʻi

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

## INFORMATION & EDUCATION SPECIALIST REPORT

June 25, 2020

### Public Notices and Announcements

All news releases were also published on the Department’s Facebook social media page and online at [www.kauai.gov/press-releases](http://www.kauai.gov/press-releases).

- **Koloa – Water service shutdown scheduled on May 21**
  - A news release was issued on May 14, 2020 to announce a water service shutdown scheduled for customers located on Hoʻone Road, Pane Road, Nalo Road and a portion of Peʻe Road; from Hoʻone Road to Hoʻohu Road in Koloa, on Thursday, May 21st, from 10 a.m. to 2 p.m., weather permitting. The 4-hour water service shutdown is necessary in order to allow DOW crews to install a new 12 inch valve to the water system.
    - A courtesy notice was also issued to the affected service area via BlackBoard Connect mass notification service.
  - A follow-up news release was issued on May 20, 2020 to remind customers of the water service shutdown scheduled for customers located on Hoʻone Road, Pane Road, Nalo Road and a portion of Peʻe Road; from Hoʻone Road to Hoʻohu Road in Koloa on Thursday, May 21<sup>st</sup> from 10 a.m. to 2 p.m., weather permitting.
    - A courtesy reminder notice was also issued to the affected service area via BlackBoard Connect.
- **All Customers– Flushing plumbing fixtures reminder for schools, hotels and large commercial properties.**
  - A follow-up news release was issued on May 20, 2020 to remind the public of the Department’s recommendations for all schools, hotel properties and large commercial facilities to continue maintenance on their plumbing systems by flushing water throughout their property at least once a week. The flushing process will help to prevent stagnation, clear out existing sediment and help to ensure chlorine residuals (which checks microbial growth) are maintained within their facilities. Schools, hotel properties, and large commercial properties are advised to conduct the recommended routine flushing process in preparation and anticipation of reopening to the public. Additionally, DOW also recommended that current maintenance should also include the proper care of cooling and air conditioning systems and frequently maintaining and flushing the property’s hot water systems to avoid unwanted microbial growth; such as Legionella, during extended periods of non-use.
    - An email notice with the news release was also sent to the Department of Education’s Kauai Superintendent District Office.
    - Reminder notices were also mailed-out to customers identified as hotel, school or larger property management or commercial business in our billing system.
- **Hanapepe – Overnight water service shutdown on May 27-28**
  - A news release was issued on May 21, 2020 to announce a scheduled water service shutdown in Hanapepe town for customers located on Iona Road, Lea Lane, Luka Place, Pepe Road, Hāna Road, Kona Road, Kuiloa Road, Puna Road, Koula Road, Pa Lane, Ko Road; including a portion of Hanapēpē Road, from Kaumualiʻi Highway to Iona Road. The affected service area also includes a portion of Kaumualiʻi Highway, between Hanapēpē Road and Iona Road in Hanapepe. Water service will

be turned off on Wednesday, May 27th from 9 p.m. to 5 a.m. on Thursday, May 28th; weather permitting, in order to connect a new 12-inch and 16-inch water main line along Kaumuali'i Highway, as part of the Hanapēpē-Ele'ele Water Systems Improvements Project. A trailer-mounted water tank containing potable water will be available for use along Kona Road during the service shutdown. Customers must bring their own water containers to fill up, if needed.

- A customer notice was issued to the affected service area via BlackBoard Connect. Postcard notifications were also mailed out to customers.
- Radio advertisements and public service announcements were scheduled to help notify customers.
- A follow-up news release was issued on May 26, 2020 to remind customers of the scheduled water service shutdown in Hanapepe town on Iona Road, Lea Lane, Luka Place, Pepe Road, Hāna Road, Kona Road, Kuiloa Road, Puna Road, Koula Road, Pa Lane, Ko Road; including a portion of Hanapēpē Road, from Kaumuali'i Highway to Iona Road. The affected service area also includes a portion of Kaumuali'i Highway, between Hanapēpē Road and Iona Road in Hanapepe.
  - A reminder notice was also issued to the affected service area via BlackBoard Connect and radio advertisement.
- A news release update was issued at 4 a.m. on May 28, 2020 to announce that the water service shutdown in Hanapepe town was extended until approximately 8 a.m. in order to allow crews to continue the remaining work on Kaumualii Highway in Hanapepe. The affected service area was also revised to customers located on Iona Road, Lea Lane, Luka Place, Pepe Road, Kuiloa Road and a portion of Kaumuali'i Highway; between Hanapēpē Road and Iona Road in Hanapēpē.
  - A courtesy service update was sent to customers in Hanapepe town via BlackBoard CTY to inform them of the shutdown extension and revised affected service area.
- A follow-up news release update was issued at 7:45 a.m. on May 28, 2020 to extend the water service shutdown to 10 a.m. Additional time was required to complete the remaining work on the main line installation. Water services remained unavailable on Iona Road, Lea Lane, Luka Place, Pepe Road, Kuiloa Road and a portion of Kaumuali'i Highway; between Hanapēpē Road and Iona Road in Hanapēpē during the work.
  - A courtesy service update was sent to customers in Hanapepe town via BlackBoard CTY to inform them of the shutdown extension.
  - Radio announcements were also made live on Kong radio and FM97.
- A final news release was issued at 10:15 a.m. on May 28, 2020 to announce that water services were restored to all customers in Hanapepe town at 10 a.m. The installations of the new 12-inch and 16-inch water main connections were completed and customers were allowed to return to normal water use. The Department thanked customers for their patience and cooperation during the service shutdown.
  - A final courtesy service update was also sent to customers in the affected service area via BlackBoard CTY to announce water service restoration.
- **Haena-Wainiha – Water conservation request**
  - A news release was issued on May 30, 2020 to announce an immediate water conservation request for Haena and Wainiha customers as of approximately 7 p.m., until further notice due to an electrical power outage that is affecting the system's pump station. Some customers may experience low pressure or no water service.

Customers are asked to limit water use to essential needs only; such as drinking, cooking and sanitation needs, in order to avoid a full water service outage in the system.

- A notice to the affected service areas was also issued via BlackBoard Connect mass notification service.
- A news release update was issued at 9:45 p.m. to announce that power was restored to the Department's facilities in Haena, however the conservation notice remains in place for Haena and Wainiha customers until further notice in order to allow water tank levels to stabilize overnight.
  - The updated notice was also sent to the affected service area via BlackBoard Connect mass notification service.
- A final news release update was issued at 7 a.m. on May 31, 2020 to announce that the water conservation request has been lifted. Water tank levels have stabilized for normal operations and customers were allowed to resume normal water use.
  - The update was also sent to customers in the affected service area via BlackBoard Connect notification service.
- **All Customers – 2020 Water Quality Reports available**
  - A news release was issued on June 4, 2020 to announce that the 2020 Water Quality Report from the Department of Water, covering a period of January 1, 2019 to December 31, 2019 are available to view on [www.kauaiwater.org](http://www.kauaiwater.org). Customers will also receive a direct link to their specific water quality report noted on their billing statement. The reports describe the quality of the Kaua'i's drinking water and where it comes from. It contains the basic information on Kaua'i's water sources, results of water analyses, compliance with drinking water rules, and other brief educational materials. The news release also invited customers who prefer a paper copy, to request a paper copy of the report by contacting the Department.
- **Hanapepe – Emergency water service shutdown**
  - A news release was issued on June 14, 2020 to announce an emergency water service shutdown in Hanapepe valley due to an 8-inch main line break. Water service was turned off to customers located on a portion of Awawa Road; from Alahula Road to the north-end of Awawa Road in Hanapepe for approximately 4 hours.
    - A courtesy service notice was issued to the affected service area via BlackBoard Connect notification service.
  - A final news release was issued on June 14, 2020 to announce that water services were restored to customers on Awawa Road at approximately 7 p.m. Emergency repairs to the damaged main line were completed and customers were allowed to resume normal water use.

## **Public Relations Program**

### **Community Outreach & Education**

- Public Relations (PR) has been progressive in the improvement and increase of direct communications with customers; by providing courtesy calls, assisting divisions with information dissemination and by issuing additional notices regarding service disruptions, service inquiries, etc.
- PR is assisting with public announcement and certification fulfillment effort of the Department of Health's Customer Confidence Reports (CCR), also known as Water Quality Reports. PR is working with Water Quality division and IT to produce the report and properly

announce the availability of this year's reports online. PR is also preparing paper copies for mailing directly to customers by request as part of the annual notification requirements.

### **Advertising & Promotional Messaging**

- PR designed graphics and composed social media and radio spot content to promote the Department's available services, water emergency preparedness tips and continue water conservation program efforts through the summer months.
- PR continues to support the Department with COVID-19 related updates and planning efforts as needed; including news releases, customer notifications, updated service announcements, etc.
- PR has scheduled its summer water conservation campaign, "Wise Water Wednesdays" which promotes wise water use and conservation tips to customers. The advertisement will air every Wednesday on FM97 and Pacific Media Group (formally known as Kong Radio Group) May 27 to July 29, 2020.

### **Upcoming Community Outreach & Educational Events**

- October 21, 2020 – Imagine a Day Without Water (online campaign)

### **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. *No update.*
- Planning for the annual Make a Splash with Project WET Festival is suspended until further notice. PR will consult with local school officials to determine if festival activities can be altered to fit student/school requirements.

# DEPARTMENT OF WATER

County of Kaua'i

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

## Operations Division Report for the Month of May 2020

### Personnel

- Operations personnel attended HRWA virtual training on Electrical Components.

### 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 including access driveways.
- 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.
- Puhi Well 3 refurbishment Contract 679 with Derrick's Well Drilling is on-going.
- Kapilimao On-Site Sodium Hypochlorite Generation bids opened. Award recommendation posted.
- Anahola Well A pump replacement Contract 687 on-going.
- Koloa Well D pump replacement Contract 693 Notice to Proceed issued, June 1, 2020.
- Monitoring of Sodium Hypochlorite on-site generation equipment on Makaleha Wells and Tank Site is on-going.
- Electrical workers performed routine electrical maintenance at all sites including SCADA radio troubleshooting, electrical wiring for motor controls, lighting repair and replacement.
- 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 twenty-five (25) leak repair work orders.
- Field Section personnel installed a double service lateral.

- We received a total of 182 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.
- Field Operations personnel installed a 12” isolation valve at the intersection of Hooahu and Pee Roads in Poipu.
- For the month of May, Operations Division received five (5) emergency call for hydrants hit by vehicle.

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

- For the month of May 2020, a total of two hundred forty (240) 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 month of May 2020, twenty-five (25) Hawaii One Call requests for markings were received. Also, fifty-two (52) meters were maintained, replaced, repaired, issued and installed. Two (2) temporary hydrant meters were installed.

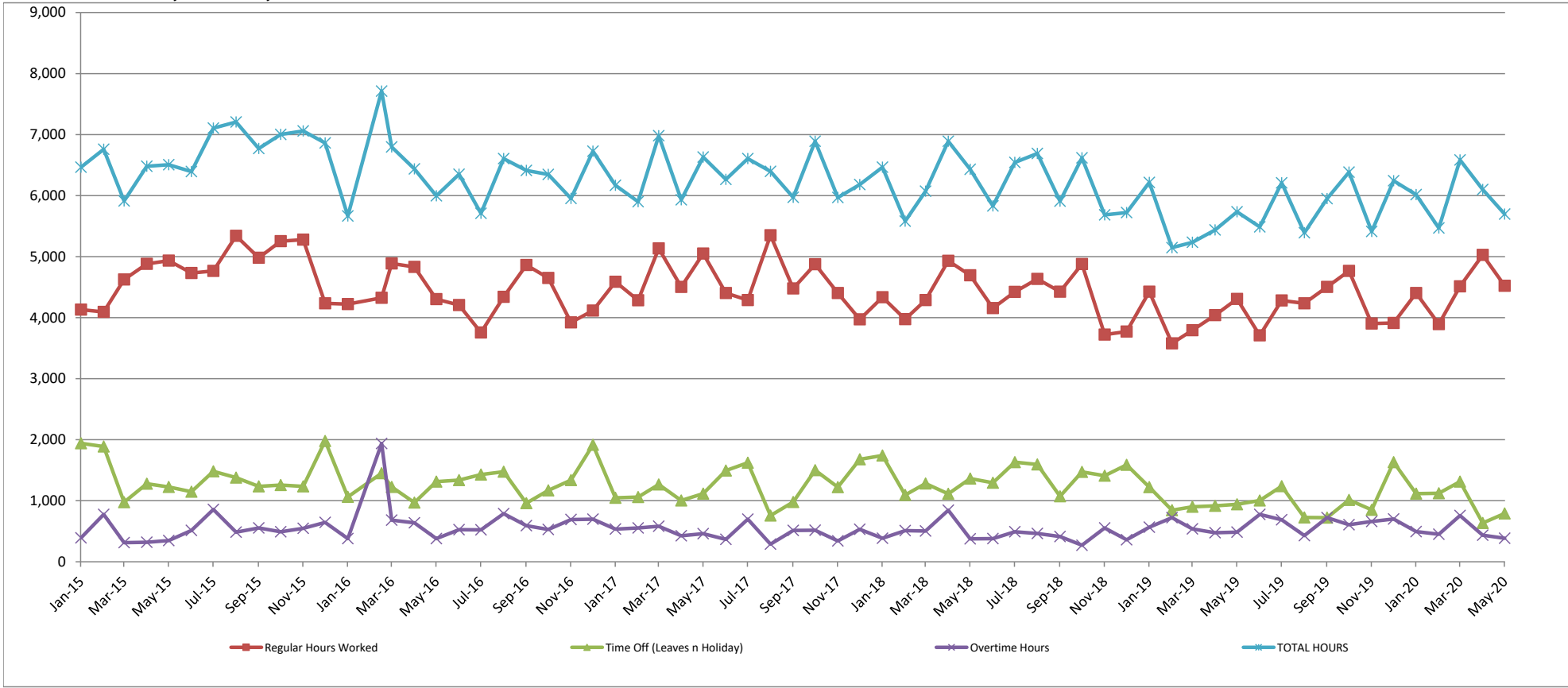
VPR/ein

Attachments: Overtime Chart  
Leak Report Chart  
Production/Billing Chart

Mgrrp/May 2020/Operations Division Report for the Month of May 2020 (06-25-20):ein



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

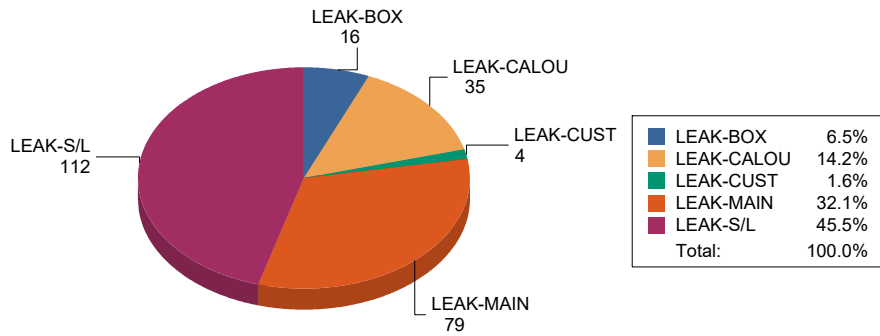


**Work Orders by Job Reason Code for Selected Date Range**

05/01/2019 to 05/31/2020

# of W/O's	Job Reason Code	Description
16	LEAK-BOX	Meter Box Leak Repair
35	LEAK-CALOU	LEAK CALL OUT
4	LEAK-CUST	Customer-Side Leak Repair
79	LEAK-MAIN	Mainline Leak Repair
112	LEAK-S/L	Service Lateral Leak Repair

**Work Orders by Job Reason Code**

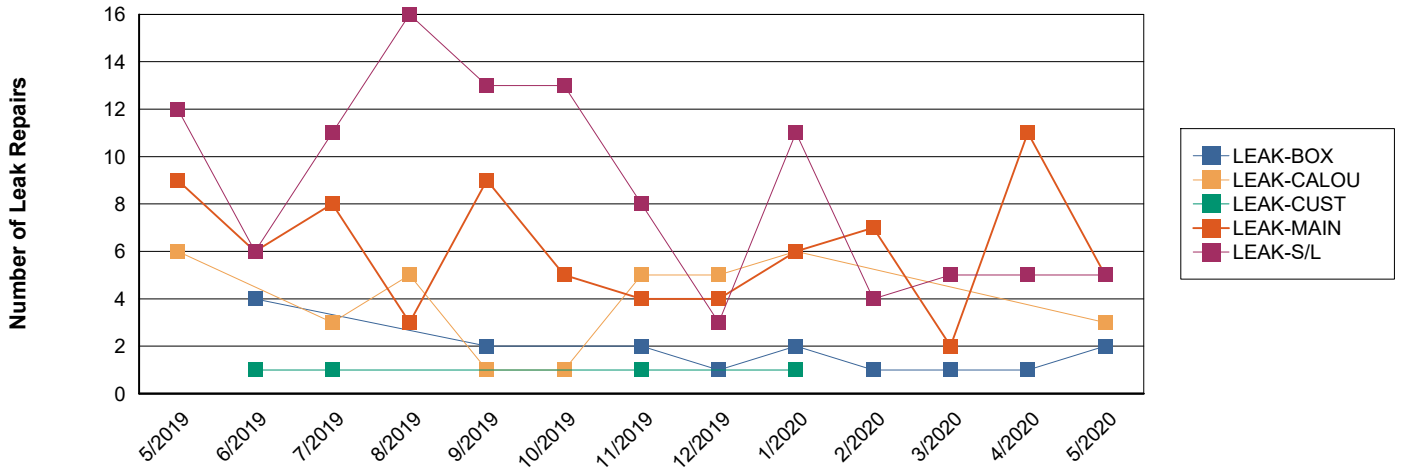


### Work Orders by Job Reason Code for Selected Date Range

05/01/2019 to 05/31/2020

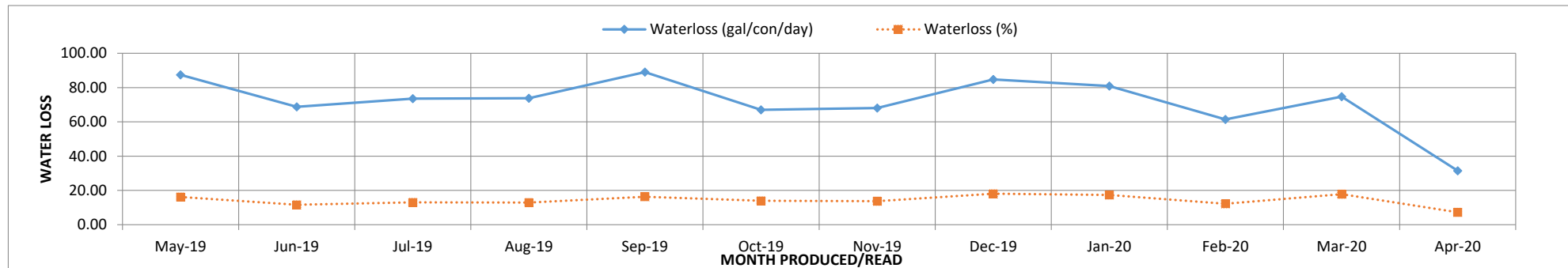
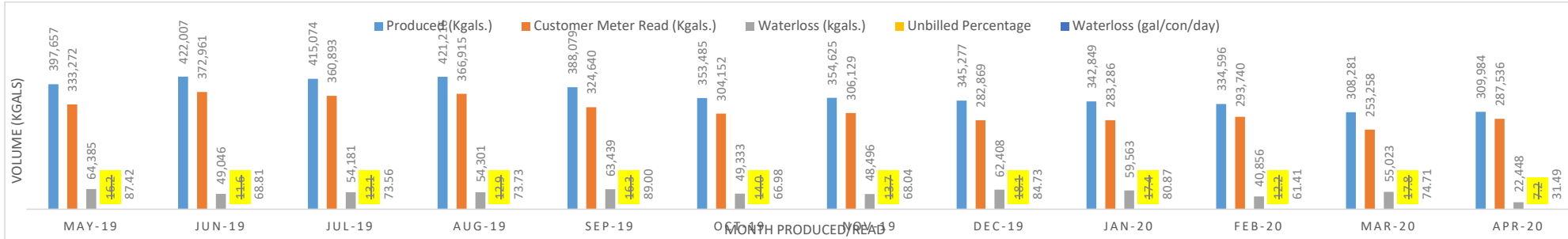
# of W/O's      Job Reason Code      Description

### Number of Leak Repairs per Month



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

	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	Total Year
Produced (Kgals.)	397,657	422,007	415,074	421,216	388,079	353,485	354,625	345,277	342,849	334,596	308,281	309,984	4,393,128
Customer Meter Read (Kgals.)	333,272	372,961	360,893	366,915	324,640	304,152	306,129	282,869	283,286	293,740	253,258	287,536	3,769,651
Waterloss (kgals.)	64,385	49,046	54,181	54,301	63,439	49,333	48,496	62,408	59,563	40,856	55,023	22,448	623,477
Waterloss (%)	16.2	11.6	13.1	12.9	16.3	14.0	13.7	18.1	17.4	12.2	17.8	7.2	14.2
Waterloss (\$)	82,219	62,632	69,189	69,343	81,011	62,998	61,929	79,695	76,061	52,173	70,264	28,666	796,181
Waterloss (gal/con/day)	87.42	68.81	73.56	73.73	89.00	66.98	68.04	84.73	80.87	61.41	74.71	31.49	71.90



# DEPARTMENT OF WATER

County of Kaua'i

"Water has no Substitute – Conserve It!"

## MANAGER'S UPDATE

June 25, 2020

*Pursuant to Board Policy No. 3*

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

### **1 MEMORANDUM OF UNDERSTANDING BETWEEN THE OFFICE OF THE AUDITOR, STATE OF HAWAI'I AND THE DEPARTMENT OF WATER, COUNTY OF KAUA'I**

#### FUNDING:

Account No.	10-31-10-540-010			
Acct Description	WU/Acctg/Admin/Professional Services-General			
Funds Available	<i>Verified by WWC</i>		\$	3,900.00
Contract No.	N/A			
Vendor	Office of the Auditor, State of Hawai'i			
	FY 2019 data audit (1 <sup>st</sup> Year)	\$	3,900.00	
	Total Funds Certified	\$	3,900.00	
Fund Balance			\$	0.00

#### BACKGROUND:

The Office of the Auditor conducts the audit of Hawai'i Employer-Union Health Benefits Trust Fund ("EUTF") of the actuarial information received from Gabriel, Roeder, Smith & Company ("GRS") for the schedule of changes in fiduciary net position by employer and related notes to the schedule and the examination report on census data for the fiscal years ending June 30, 2019, 2020 and 2021. The total cost for each Fiscal Year's data audit are as follows:

FY 2019 (1<sup>st</sup> Year) = \$3,900.00

FY 2020 (2<sup>nd</sup> Year) = \$3,900.00

FY 2021 (3<sup>rd</sup> Year) = \$3,900.00

For participating in this MOU, the actuary report from GRS and the audit results from KKDLY LLC, the Auditor for the State of Hawai'i, and Office of the Auditor will be provided to the DOW with the financial information specific to DOW.

### **2 CONTRACT NO. 699. JOB NO. GS-2020-6, KAPILIMAO ON-SITE SODIUM HYPOCHLORITE GENERATION SYSTEM AWARDED TO AQUEOUS VETS IN THE AMOUNT OF \$111,518.00**

MANAGER'S UPDATE

Re: Manager's Update for May 2020 to June 2020

June 25, 2020

Page 2 of 4

FUNDING:

Account No.	10-40-50-563-000			
Acct Description	WU/Ops/PandP/Operating Supplies			
Funds Available	<i>Verified by WWC</i>		\$	150,000.00
Contract No.				
Vendor	Aqueous Vets			
	Contract Amount	\$	111,518.00	
	5% Contingency	\$	5,576.00	
	Total Funds Certified	\$	117,094.00	\$ <117,094.00>
Fund Balance			\$	32,906.00

BACKGROUND:

With the ever-rising cost associated with buying sodium hypochlorite from a vendor, the Department is looking for more economical and dependable ways of producing chlorine for disinfection of the water systems. The On-site Sodium Hypochlorite Generation (OSHG) system provided by Microclor, via Aqueous Vets, will enable the Department to be more resilient and have a more stable market for producing its own chlorine for water disinfection. The shift away from vendors that supply high concentration (13%, which is hazardous) to producing our own low concentration (non-hazardous at <1%) will provide for safer operation. In order to produce our own chlorine we need salt, water, and electricity. The salt is readily available from several vendors on Kaua'i and has a relatively low and stable price associated with it. The Microclor system is currently in use on Kaua'i, Maui, and several states in the mainland. The first installed unit at the Department's Makaleha Tunnel & Well site has been operating good for the past 8 months, with little to no problems.

**3 CONTRACT NO. 700, JOB NO. 20-04 AS-NEEDED ENGINEERING SERVICES INDEFINITE DELIVERY INDEFINITE QUANTITY (IDIQ) AWARDED TO BROWN AND CALDWELL IN THE AMOUNT OF \$150,000.00**

FUNDING:

Account No.	10-20-10-540-010			
Acct Description	WU/Eng/Admin/Professional Services			
Funds Available	<i>Verified by WWC</i>		\$	150,000.00
Contract No.				
Vendor	Brown and Caldwell			
	Contract Amount	\$	150,000.00	
	5% Contingency	\$	N/A	
	Total Funds Certified	\$	150,000.00	\$ <150,000.00>

**BACKGROUND:**

The Engineering Division currently has three vacant positions and two filled positions. This As-Needed Engineering Services IDIQ contract will allow staff to utilize outside professional engineering services with indefinite delivery and indefinite quantity to assist staff on an as-needed basis. It is expected that the as-needed engineering services will allow the Department to decrease the amount of time needed to complete designs, provide training, and be a valuable resource to staff, when needed.

The contract will be for a 2-year period, with allowances for extending the contract time, if needed to complete project assignments.

Sufficient funding for this contract is approved in the current fiscal year budget for Professional Services. The budget included \$50,000 for Engineering Services. An additional \$100,000 will be utilized from funds budgeted for the Limahuli and Manoa Stream Water line Repairs for a total of \$150,000.00. If additional funds are needed for this contract before the end of the contract, the Department will request additional funds from the Board.

**WAIVER, RELEASE & INDEMNITY APPLICATIONS:**

None

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

**PERSONNEL MATTERS**

*June 12, 2020*

Administration

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

I.T. Division

1. Information Technology Specialist III #2475, #2615. Positions vacant.
2. Waterworks IT Manager #2485. Selection submitted to the Department of Human Resources.

Fiscal Division

1. Assistant Waterworks Controller #2619. Received eligibles list.
2. Customer Service Representative I #2605. Interviewing June 17 and 18, 2020.

Construction Management Division

1. Civil Engineer V#2355. Pending eligibles 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. Received eligibles list.

Operations Division

1. Construction & Maintenance Worker I #2401. Pending eligibles list.
2. Pipefitter #2418. Pending eligibles list.
3. Pipefitter Helper #2471. Pending eligibles list.

4. Plant Electrician #2457. Pending eligibles list.
5. Utility Worker #2438. Pending eligibles list.
6. Water Service Investigator III #2617. Working with DHR on filling position.

*Pursuant to Board Policy No. 24*

**CONVEYANCE OF WATER FACILITIES None**

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

*June 15, 2020*

**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:**

*June 16, 2020*

Information Technology has worked diligently to assist the Department to adapt to the COVID-19 challenges. Approximately 40 new mobile devices were setup and deployed to permit Department staff to telework. There have been many challenges, with the teleworking initiative, which has identified areas in the current IT network infrastructure that should be improved and strengthened to support the Department moving into the future.

A second round of interviews were conducted on May 26 & 27, 2020 to review and potential recommend a candidate for the Waterworks Information Technology Manager position. The Department has found a candidate that is recommended to fill the position. The information has been forwarded to the Department of Human Resources for review and to offer the candidate the position.

SCADA system upgrades have been completed and is active.

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

*None*

**ADVISOR REPORT TO THE BAORD OF WATER SUPPLY UPDATE**

*Period ending May 31, 2020*

**REOPENING THE DEPARMENT OF WATER, COUNTY OF KAUA'I GATES TO  
THE PUBLIC**

The date for reopening walk-in access for the general public has yet to be determined. Thermo- screening devices are being reviewed for purchase. Procedures, communication and signage will need to be developed.