

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 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.

The proposed rule will be available to view on the Kaua'i Department of Water’s website, 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. Requests may also be made up to and including the date of the public hearing.

BOARD OF WATER SUPPLY of the COUNTY OF KAUAI

REGULAR MEETING

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

Thursday, May 28, 2020

10:00 a.m. or soon thereafter

PUBLIC ACCESS: +1-408-418-9388 United States Toll
Access code: 126 709 9319#

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

- A. CALL TO ORDER
- B. ROLL CALL
- C. ACCEPTANCE OF AGENDA
- D. MEETING MINUTES
Review and Approval of:
Regular Board Meeting – April 17, 2020
- 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
- F. BOARD COMMITTEE & PERMITTED INTERACTION GROUP REPORTS
 - 1. Report of the Finance Committee of the Kauai 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
- 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*)
 - 2. Draft Budget for Fiscal Year 2020-2021 (**updated to reflect revisions by the Finance Committee in its May 19, May 20, and May 21 meetings will be received for the record**)
 - a. Fiscal Year 2020 - 2021 – Draft Operating Budget
 - b. Fiscal Year 2020 - 2021 – Draft Capital Outlay Budget
- H. NEW BUSINESS
 - 1. Resolution No. 20-07 – Farewell to Keith K. Konishi (Retiree), Engineering Support Technician IV, Water Resources & Planning Division

H. NEW BUSINESS (cont'd)

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
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

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
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.
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)

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)

M. UPCOMING EVENTS

1. Wednesday, May 27, 2020, 4:30 p.m. – Public Hearing for Proposed Amendments to the Rules and Regulations Part 5 related to Facilities Reserve Charge Section III, Applicability for Guest House and Additional Rental Units
2. AWWA HWWA & HWEA 6th Annual Joint Conference (TBA)
3. 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

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 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 as soon as possible. Requests made as early as possible will allow adequate time to fulfill your request. Upon request, this notice is available in alternate formats such as large print, braille, or electronic copy.

Draft Minutes

MEETING MINUTES
BOARD OF WATER SUPPLY
April 17, 2020

The Board of Water Supply, County of Kaua'i, met in regular meeting **via remote** in Lihu'e on Friday, April 17, 2020. Chair Kurt Akamine called the meeting to order at 10:04 a.m. The following Board members were present:

BOARD: Mr. Kurt Akamine, *Chair*
Ms. Julie Simonton
Mr. Lawrence Dill
Mr. Ka`aina Hull
Mr. Elesther Calipjo
Mr. Gregory Kamm (*new member*)
Mr. Troy Tanigawa (*new Ex-officio; logged in via remote @ approx. 10:10 am*)

Quorum was achieved with 6 members present at Roll Call.

| | | |
|---|---|------------------------|
| <u>STAFF:</u> (<i>via remote</i>) | Mr. Steve Kyono, Advisor to the Board | Mr. Bryan Wienand |
| | 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. Calipjo moved to reorder the Agenda to move up the Monthly Staff Reports and Quarterly Reports. Fiscal Reports and Draft Budget will go last before Agenda Item E, seconded by Ms. Simonton with no objections; motion carried with 6 ayes.

Chair welcomed new member Gregory Kamm.

D. MEETING MINUTES
Review and Approval of

Regular Board Meeting – February 28, 2020

Mr. Calipjo moved to approve the Regular Board Meeting minutes of February 28, 2020; seconded by Ms. Simonton; with no objections, motion carried with 5 ayes (heard on remote) JS, GK, LC, KH, KA

Review and Approval of

Executive Session – February 28, 2020

Ms. Simonton moved to approve the Executive Session minutes of February 28, 2020, seconded by Mr. Calipjo with no objections, motion carried with 6 ayes (heard on remote) LD, GK, JS, KH, LC, KA

E. CORRESPONDENCE/ANNOUNCEMENTS/PUBLIC TESTIMONY

1. Committee Appointments by 2020 Chair Kurt Akamine for Vice Chair, Rules Committee, and Finance Committee

For Vice Chair – Mr. Kamm nominated *Ms. Simonton*. Mr. Calipjo closed nominations.

For Rules Committee Member – Mr. Dill nominated *Mr. Kamm*.

Mr. Dill moved to approve the slate as presented; seconded by Mr. Calipjo; motion carried with 7 ayes GK, JS, LD, KH, LC, KA, TT

Chair Appointed Julie Simonton as Vice Chair and Rules Committee Member Gregory Kamm; Board approved.

2. Correspondence from Trinette Kauai, Chair Salary Commission regarding the Request for Chair Kurt Akamine's presence to the Salary Commission April 16th Meeting, dated March 13, 2020

Salary Commission will be rescheduled and Chair Akamine will attend.

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

Mr. Dill reported that a few applications were received and reviewed. There was no candidate to recommend to the Board. Mr. Hull added that the PIG proceeded with a headhunter for Manager's position. Chair requested the PIG to intensify working with Department of Human Resources (DHR), Public Relations (PR), social media and other publications.

J. STAFF REPORTS MONTHLY

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

BACKGROUND:

Mrs. Jonell Kaohelaulii provided the highlights from March & April:

1. Effective March 13th - community efforts that required staff to attend or participate in public activities were suspended until further notice to follow health preventative measures related to COVID-19 pandemic.
2. Make a Splash Festival is tentatively cancelled (requires hands-one activities & in-person attendance).
3. Available customer services, bill payment options, PR related notices are continuously being promoted.

Received for the Record

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

BACKGROUND:

Mr. Valentino Reyna provided highlights from February & March:

1. Personnel – Operations implemented social distancing and carpooling was discouraged among the crew. All vehicles are only single occupancy.
2. The Hanamā'ulu pump station refurbishment is completed. Chlorination and flushing also is completed; booster pump station is back in service.

Received for the Record

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

DISCUSSION:

Contract No. 655, Reorganize Water System: Kaumuali'i Highway 16-inch Main & Emergency Pump Connection, Hanapēpē Road 6-inch Main Replacement – Mr. Moises provided background information on this project. He indicated that moving the connection would not affect the Department operationally. The other issue was the contaminated soil in Hanapēpē Town and the water. Additional money from Moi Road was reallocated for delay charges on the Historic Bridge redesign. The 80-day extension and weekly overcast overhead was valid. Mr. Moises recommended to proceed with the redesign & change order. Mr. Dill thanked Mr. Moises on his transparency to the Board.

Public Hearing – Scheduled for Wednesday, May 27, 2020.

Personnel – Staff can contact the Chair if there are any pressing issues in the divisions.

- a. Build America Bond - Quarterly Status – *To be "Received for the Record"*

Received for the Record

b. *Advisor's Report – To be "Received for the Record"*

Board Advisor, Mr. Steve Kyono commented with the COVID-19 pandemic, the Department has been busy teleworking and following the CDC, Governor and Mayor's mandates.

DISCUSSION:

Mr. Dill requested Mr. Kyono to participate with the draft budget at the Finance Committee meeting. Mr. Kyono is watching how COVID-19 will behave if it will be seasonal which may spike in the fall/winter. This will be a change on the impact of the economy.

Received for the Record

QUARTERLY (*January – March 2020*)

1. Discussion and Receipt of the DOW's Quarterly Project Status Update
 - a. Construction Management Division Status - Received for the Record

BACKGROUND:

Chief of Construction Management, Mr. Dustin Moises went over the Executive Summary and highlights:

1. March 25th – Mayor Kawakami issued the COVID-19 Directive #5. CM issued stop work orders on Hanapēpē water line, Paua Valley Tank & Kapa'a Well #4. This may be restarted at the end of April with guidance from the Mayor. Projects are getting ready for re-bid next month (Kukuiofono Tank). Kīlauea Well will be re-advertised on April 24th.
2. CM staff is busy and able to work remote.
3. CM supported the essential affordable housing.

DISCUSSION:

Mr. Dill requested to move the private projects along to get to pre-con once the Mayor releases restrictions. CM is getting his team ready to start construction.

Chair Akamine asked staff to review all projects in the queue to be ready to move forward to help economy.

- b. Engineering Division Design Status - Received for the Record

DISCUSSION:

Mr. Keith Aoki, Civil Engineer reported on the following highlights:

1. Kalāheo water projects are ready to be compliant with the State Revolving Fund (SRF).
2. The Baseyard Master Plan is in for final review.
3. Reviewed 43 private projects; 14 new projects were submitted.

- c. Water Resources & Planning Division Status - Received for the Record

BACKGROUND:

Mr. Eddie Doi, Chief of Water Resources & Planning (WR&P) provided the following highlights:

1. Mr. Doi thanked Michael Hinazumi for working with IT to resolve issues.
2. WR&P is busy with projects and telework by identifying residents, contractors & developers to proceed with their water availability.

DISCUSSION:

Mr. Hull provided comments on reviewing permits; he asked that the WR&P team process as many permits and for small projects to be queued up. Find solutions for the applicants to be permitted which Mr. Doi agreed.

- d. Information Technology Update Status - Received for the Record

Chair Akamine acknowledged Michal Hinazumi who has done an excellent job in leading IT and working with Darrell Acob and Jas Banwait during the transition period without an IT Manager.

BACKGROUND:

Mr. Michael Hinazumi, Civil Engineer reported on the following:

- 1. COVID-19 Telework Response (Page 298) – worked with the internet provider & firewall providers. Jas and Darrell were instrumental in getting the telework equipment out with 39 employees authorized to telework. There are issues with the slowdown of the system but IT is researching network updates.
- 2. IT Strategic Plan (see details, Pages 299-300). WR&P is looking to use a similar system with the County’s IT & to move toward Microsoft 365 (cloud based).
- 3. Corporate transitions at Innovyze, Inc. caused delays in reviewing terms & conditions by 6 mos. with changes.

- 1. Discussion and Receipt of the Kaua’i County Water Department’s Statement of Revenues and Expenditures
 - a. February Monthly Summary Budget
 - b. March Monthly Summary Budget – *To be “Received for the Record”*
 - c. Accounts Receivable Aging Summary

BACKGROUND

Waterworks Controller, Mrs. Marites Yano went over the Monthly summary Highlights of February 2020 (page 200). The Monthly Summary Highlights - March 2020 reports were “Received for the Record.”

Monthly Budget vs. Actual Revenues Collected – As of March 31, 2020, projected revenues increased by 2%. Two weeks in April showed a sharp decline on revenues which is not a consistent pattern. For February and March compared to previous year’s revenue collection, had a sharp 7% decline that may continue to worsen. More details will be discussed at the Finance Committee meeting to be scheduled.

FY 2019-2020 Certification of Funds (page 11) – are for projects

Billed Revenue Chart (page 13) – is a three year comparison for 2018, 2019, 2020

Statement of Net Position (page 17) – current position as of March 31, 2020; two year comparison 2019 & 2020

Fiscal Year ends – June 30th every year

Net position unrestricted (page 18) = \$26,746,796 as of March 31, 2020

DISCUSSION:

March Summary (page 1):

Operating Expenses Budget = \$26.8M Expensed = \$17.6M

Mr. Dill asked if this was related to salary expenses?

Total Related Expenses & Professional Service (page 4): Mr. Dill asked Mr. Aoki if he anticipated by the end of this calendar year if professional services would be expensed? Mr. Aoki indicated professional services are encumbered and payout is when the invoice is received. Some projects were encumbered needed more money. Mr. Dill pointed out that \$6M was budgeted YTD and Mr. Aoki said that amount was not all for Engineering. Ms. Yano mentioned a Professional Services budget for WR&P for Water Plan 2020. Mr. Doi added that Water Plan 2020 has not secured a contract but will be accomplished the 3rd or 4th quarter of 2020. The proposed budget for Water Plan 2020 will be executed by the next budget year.

Capital Projects Budget = \$28M Expenses = \$3.8M

Mr. Moises mentioned that the numbers are high that relate to construction. Some contracts belong to Engineering. Water Utility (WU) IT, WR&P, Engineering CM (breakdown) (page 207). All projects were encumbered this fiscal year and were advertised with no bidders. There were big projects for this year: Paua Valley Tank Repair, Kukuilona Tank was bid with no bids. Engineering redid the specs which will go out in May. Kilauea MCC was bid with no bidders. If CM received bidders, funds would have been encumbered by June 30, 2020. Kapa’a Well 4 drainage is ongoing with the Esaki family which has not been spent out. Kapaia Water Line encumbered two years ago but was in litigation. CM has been on track with projects.

Received for the Record

G. OLD BUSINESS

None.

H. NEW BUSINESS

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

Mr. Hull moved to refer the Draft Budget for FY 2020-2021 to the Finance Committee; seconded by Mr. Calipjo; with no objections, motion carried with 6 ayes GK, JS, LD, KH, TT, KA -- LC (*not on remote*)

DISCUSSION:

Mr. Dill referred to Item #2) Operating Revenues \$32,743,700.00 (projected) (page 23)

Item #2.1) Water Sales - \$24,174,189.00 – Regarding COVID-19, Fiscal and the Board need to determine what impact will be on the revenue stream for the budget. In this section, Mr. Dill read, “*The previous two months of water sales, February and March resulted in a 7% average decrease in water consumption. The 7% decrease was applied to estimate the water sales for the remaining three months, April to June, 2020 and the annualized result was an average decrease of 1.2%. This 1.2% decrease was also applied to the projected FY 2021 water sales.*” He mentioned that the decrease of 1.2% projection may be inaccurate on the projected sales revenues.

Ms. Yano recommended that details of the revenue would be discussed at the Finance Committee meeting. Adjustments would be made after Fiscal receives the April revenue collection data. The Board will then see one full month impact on the COVID-19 pandemic. Mr. Dill was also looking for insight from WR&P & Engineering on how long it will take to recover. He questioned if the 7% would remain for the next fiscal year? Ms. Yano agreed that it will be worse than what was projected. On each of the division’s budget, adjustments could be made on prepared expenses. Mr. Dill pointed out there is a revenue decrease of 5% instead of 1.2%.

Ms. Simonton asked to look at the revenues on the island because the Po’ipū wastewater plant has a flow of 30%. Po’ipū (has resort customers) and Princeville may have a sharper usage reduction. There could be a 5% or 30% reduction depending on the different areas of the island. Ms. Yano said the top 100 customers are resort and government entities. Mr. Dill requested to find out: 1) how long will this last and 2) what recovery should be projected?

Ms. Simonton ask if the County is working on similar questions of the impacts, percentage of impacts, duration of impacts and guidance from COVID-19. See if DOW can match with the County.

Mr. Hull added the County is looking at shortfalls with revenue with real property. The impacts are hard to say but assessments are being made. The Governor is also cutting 20% as well at the First Responder level. Need to look how the federal money will be used and how far out COVID-19 plays out.

Mr. Tanigawa mentioned there has been a projection on a new revenue source that was recently used. There is a General Excise Tax (GET) fund for road construction and road repairs with a 10% cut, and possible cuts to the revenue source projections. Solid Waste is also looking at projections on revenues; with less visitors to the island; less water usage.

Mr. Hull always wanted to see how the Department of Water’s (DOW) budget and how certain accounts are managed like the County’s budget. Revenue stream for DOW is different from the County. He would not agree to align with the County with a 30% drop for DOW.

Ms. Simonton also asked what the County’s best projections are on when services may start opening up and to align with the County. She has heard from different committees that hotels may start opening June 1st and travel July 1st. Ms. Yano added that the commercial account is 25% of the DOW’s revenues.

Follow-up Items:

- Board referred Draft Budget to the Finance Committee; meeting to be set up by Marites Yano.
- Advisor Steve Kyono will participate in the Finance Committee meeting.

- Recommend discussing revenues at the Finance Committee meeting.
- Fiscal will:
 - Make adjustments after April revenue collection data on full impact of COVID-19.
 - Recommend details on revenues.
 - Find impacts on how long to recover after COVID-19.
 - Will make adjustments on expenses.
 - Present at Finance meeting % of resort customers impacted with COVID-19.
 - Contact Finance Director to be consistent with County's guidance on impact & recovery.
 - Will look at neighbor islands on their percent of decrease in revenues with other Boards of Water Supply.

Mr. Hull referred the Draft Budget to the Finance Committee; seconded by Mr. Calipjo; with no objections, motion carried with 6 ayes. GK, JS, LD, KH, TT, KA -- LC (*not on remote vote*)

H. NEW BUSINESS (cont'd)

1. Manager's Report No. 20-50 - Request Board Approval of Resolution No. 20-06, (4/20) Mahalo and Aloha Board Member, Laurie Ho

Ms. Simonton moved to approve & adopt Manager's Report No. 20-50 - Request Board Approval of Resolution No. 20-06, (4/20) Mahalo and Aloha Board Member, Laurie Ho; seconded by Mr. Dill; with no objections, motion carried with 7 ayes GK, JS, LD, KH, LC, TT, KA

Photo op with Laurie Ho will be at a later time with Public Relations.

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

No action or comments from the Board. Chair Akamine will participate at a future Salary Committee meeting.

I. CONSENT CALENDAR

None.

K. EXECUTIVE SESSION

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

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

1. Discussion and Possible Action on the Proposed Board Policy No. 31 to Fund the Net Pension Liability and the Net Other Post Employment Benefit Liability as determined by the Government Accounting Standards Board
2. Discussion and Possible Action on correspondence from Grove Farm regarding Grove Farm's Request for Revenue Requirement Shortfall per Water Treatment and Delivery Agreement
 - Ms. Simonton will take the lead on the impact of budget.
 - Mr. Calipjo to attend the Grove Farm meeting that will be set up after he meets with Ms. Yano.
3. 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

M. 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

N. UPCOMING EVENTS

1. ~~AWWA ACE 20th Conference (June 14-17, 2020, Orlando, Florida)~~ Cancelled
2. AWWA HWWA & HWEA 6th Annual Joint Conference (TBA)
3. DOW's Make a Splash Project WET Festival (Tentative, September 18, 2020)

O. NEXT WATER BOARD MEETING

1. Friday, May 29, 2020, 10:00 a.m.
 2. Friday, June 26, 2020, 10:00 a.m.
 3. Friday, July 24, 2020, 10:00 a.m.
 4. Friday, August 28, 2020, 10:00 a.m.
- Wednesday, May 27, 2020, 4:30 pm – Public Hearing to be scheduled.

Chair and Mr. Dill complimented IT team Jas Banwait and Darrell Acob for the remote meeting that went well.

P. ADJOURNMENT

The Regular Board meeting adjourned at 11:40 a.m.; with no objections.

Respectfully submitted,

Approved,

Edith Ignacio Neumiller
Commission Support Clerk

Elesther Calipjo
Secretary, Board of Water Supply

Correspondence

Correspondence

& Announcements



February 4, 2020

Chairman Kurt Akamine
County of Kauai, Department of Water
4398 Pua Loke Street
Lihue, Hawaii 96766

RE: Request for Revenue Requirement Shortfall per Water Treatment and Delivery Agreement

Honorable Chairman Akamine:

I am writing to you regarding the Delivered Water Fees for the Waiahi Surface Water Treatment Plant.

As you know, Grove Farm Properties, Inc. ("Grove Farm" or "We") and the County of Kauai, Board of Water Supply ("BWS") executed the *Water Treatment and Delivery Agreement* effective February 19, 2004 ("Agreement"), which set the terms and conditions for the design and construction of the Waiahi Surface Water Treatment Plant Facility ("Facility") and the supply and delivery of water. Effective as of October 31, 2019, Waiahi Water Company LLC (WWC) is the successor in interest to Grove Farm and WWC owns and operates the Facility.

Since 2006, Grove Farm has operated the Facility and supplied water to the Department of Water ("DOW"). Each month, DOW is charged for its monthly usage based on the Hanamā'ulu Control Valve Meter reading. The monthly fees are calculated by taking the Delivered Water Fee multiplied by the greater of actual gallons used or the Minimum Daily Delivery (2.0 million gallons daily) plus general excise tax, per the terms of the Agreement.

Per Section 7, Paragraph b, the Agreement provides for annual review and adjustment of the Delivered Water Fee by mutual agreement based on the "operational, maintenance, and development costs of the Facility," as defined in the Agreement. Included in the calculation for the annual adjustment to the Delivered Water Fee is a requirement that Grove Farm receive a return equal to "ten percent (10%) of two-thirds of the cost of the development and construction of the Facility." Since 2006, the Delivered Water Fee has been periodically adjusted by mutual agreement and is currently \$1.90 per 1,000 gallons of Delivered Water.

Based on the analysis performed using the methodology described in Exhibit A, Grove Farm has not received the required rate of return through the Delivered Water Fee. The revenue requirement calculations yield a cumulative revenue requirement shortfall of \$5.76 million for the years 2006 through 2018.

Please see table below for a summary of revenue requirement shortfall/(excess) by year.

| | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 |
|----------------------|--------------|--------------|--------------|--------------|--------------|--------------|----------------|
| Actual Return | \$ 173,525 | \$ 277,281 | \$ 205,951 | \$ 11,950 | \$ (15,388) | \$ 6,765 | \$ 25,616 |
| Prescribed Return | 653,814 | 632,258 | 587,376 | 540,965 | 494,673 | 448,779 | 404,440 |
| Difference | \$ (480,289) | \$ (354,977) | \$ (381,425) | \$ (529,015) | \$ (510,061) | \$ (442,014) | \$ (378,824) |
| Revenue Requirement | | | | | | | |
| Shortfall / (Excess) | \$ 810,771 | \$ 599,231 | \$ 643,878 | \$ 893,023 | \$ 861,027 | \$ 746,158 | \$ 639,488 |
| | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 | Total |
| Actual Return | \$ 164,737 | \$ 207,328 | \$ 177,838 | \$ 194,545 | \$ 199,147 | \$ 229,644 | \$ 1,858,939 |
| Prescribed Return | 359,683 | 313,651 | 267,383 | 221,117 | 188,419 | 156,626 | 5,269,184 |
| Difference | \$ (194,946) | \$ (106,323) | \$ (89,545) | \$ (26,572) | \$ 10,728 | \$ 73,018 | \$ (3,410,245) |
| Revenue Requirement | | | | | | | |
| Shortfall / (Excess) | \$ 329,085 | \$ 179,482 | \$ 151,161 | \$ 44,856 | \$ (18,110) | \$ (123,261) | \$ 5,756,789 |

To correct this deficiency, we are requesting a lump sum payment for the cumulative revenue requirement shortfall for years 2006 through 2018 of \$5,756,789. For years 2019 and beyond, WWC intends to do an annual true-up to remain current on this important matter.

Both Erin Tsuda, Director of Finance, and I are available to explain this further to DOW staff and/or the BWS.

Should there be questions or if you wish to discuss this matter, please do not hesitate to contact me at (808) 632-2525.

Sincerely,



Shawn Shimabukuro
Vice President

Exhibit A – Revenue Requirement Methodology

To determine whether the required rate of return per the Agreement (“ten percent (10%) of two-thirds of the cost of the development and construction of the Facility”) was achieved, the following analyses were done utilizing actual audited financial statement results for years 2006 through 2018:

- (1) Calculated the actual rate of return,
- (2) Compared the actual rate of return to the prescribed rate of return,
- (3) Calculated the prescribed revenue requirement, and
- (4) Calculated the revenue requirement excess/shortfall to achieve the prescribed rate of return, including taxes.

See below for detailed description of each step of the Revenue Requirement calculation.

Step 1: Calculate *Actual Rate of Return*

$$\text{Actual Rate of Return} = \frac{\text{Net Income}}{\text{Average Rate Base}}$$

To calculate the actual rate of return, we divided Net Income by the Average Rate Base. Net Income was calculated as Total Water Revenues less Operating Expenses, Electricity, Taxes, and Depreciation (2/3). Average Rate Base was calculated using the average of Net Plant in Service at the beginning of the year and the end of the year.

Step 2: Compare *Actual Rate of Return* to *Prescribed Rate of Return*

To calculate the rate of return excess/shortfall, we compared the actual rate of return against the prescribed rate of return of 10 percent. Excess results occur when the actual rate of return exceeds 10%. Shortfall results occur when the actual rate of return is below 10%.

Step 3: Calculate *Prescribed Revenue Requirement*

$$\text{Prescribed Revenue Requirement} = \text{Average Rate Base} \times 10\%$$

To calculate the prescribed revenue requirement, we multiplied the Average Rate Base by the prescribed rate of return of 10 percent per the Agreement.

Step 3: Calculate *Revenue Excess/Deficiency*

$$\text{Revenue Requirement Excess/Shortfall} = \text{Actual Return} - \text{Prescribed Revenue Requirement} + \text{Taxes}$$

To calculate the revenue requirement excess/shortfall, we compared the actual return, in dollars, to the prescribed revenue requirement and added income tax and general excise tax at the prevailing tax rates.

Exhibit B – Frequently Asked Questions

1. *How is the revenue requirement excess/shortfall calculated?*

To calculate the revenue requirement excess/shortfall, we performed the following steps:

- (1) Calculated the prescribed revenue requirement, and

$$\text{Prescribed Revenue Requirement} = \text{Average Rate Base} \times 10\%$$

- (2) Calculated the difference between the actual return and the prescribed revenue requirement and added taxes.

$$\text{Revenue Requirement Shortfall/(Excess)} = \text{Actual Return} - \text{Prescribed Revenue Requirement} + \text{Taxes}$$

2. *What is Average Rate Base?*

Average Rate Base is the average of Net Plant in Service at the beginning of the year and the end of the year.

3. *Why is Average Rate Base used to calculate the prescribed revenue requirement?*

Using Average Rate Base ensures that current year additions to the Net Plant in Service are properly included in the year placed in service. By using Average Rate Base, we conservatively assume that additions occur ratably through the year.

4. *What is Actual Return?*

Actual Return is calculated as Total Water Revenues less Operating Expenses, Electricity (through 2014), Taxes, and Depreciation (2/3).

5. *Why are the current tax rates used?*

Although the revenue requirement shortfall/(excess) is calculated for years 2006 through 2018, the receipt of any payment will be taxed at current rates. Therefore, the current general excise and income tax rates are used.

6. *Why is no interest charged?*

At this time, no interest is being charged on the revenue requirement shortfall. However, Grove Farm reserves the right to assess interest on future requests for payment on the revenue requirement shortfall per the Agreement. In the future, Grove Farm will be calculating the revenue requirement excess or shortfall on an annual basis.

Board Committee Reports



DEPARTMENT OF WATER

County of Kaua'i

"Water has no Substitute – Conserve It!"

BOARD REPORT

May 28, 2020

Subject: Finance Committee Report
Fiscal Year 2020 – 2021 – Draft Operating Budget
Fiscal Year 2020 - 2021– Draft Capital Outlay Budget

Report of the Finance Committee of the Kaua'i County Board of Water Supply:

The Finance Committee met May, 19th, 20th, 21st, 2020, and discussed in detail the proposed Draft Operating and the Draft Capital Outlay Budgets for Fiscal Year 2020-2021.

The Finance Committee and Department will provide an updated summary report for a robust discussion on the proposed budget for Fiscal Year 2020-2021 to the full Board at the May 28, 2019 Regular Board meeting.

Sincerely,



Larry Dill, P.E.
Finance Committee Chair

LD/ein

Mgrrp/May 2020/Finance Committee Report (RBM 5-28-20):ein

Old Business

DEPARTMENT OF WATER

County of Kaua'i

“Water has no Substitute – Conserve It!”

MANAGER’S REPORT No. 20-40 (Update)

May 28, 2020

Re: 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

RECOMMENDATION:

It is recommended that the Board review and discuss the proposed revisions to the Board Policy on the DOW’s Reserve Funds and consider Option 1 below.

FUNDING: Water Utility Fund

BACKGROUND:

The DOW is revising its initial proposal that we submitted on January 24, 2020 Board meeting regarding the establishment of a new Reserve Fund Board Policy.

In alignment with the County of Kauai’s Reserve Fund Policy, our inquiry found that their reserve fund was revised on March 22, 2017 which established a target minimum of 30% of the County’s previous years General Fund revenues as identified in the most recent Comprehensive Annual Financial Report (CAFR).

In comparison with the DOW, we have two established reserve funds, and these are: 1. The Emergency Reserve Fund (ERF) and the Debt Service Reserve Fund (DSRF). The combined ERF and DSRF of \$9.3M as of 6/30/2019 which is the last audited financial statements is equivalent to 30% of the DOW’s operating revenues of the last audited DOW financial statements.

Since the DOW’s total reserve funds are similarly equivalent to the COK’s target minimum of 30% of the last audited operating revenues, the following proposals are submitted for your consideration:

1. Revised Proposed Board Policy (BP) 31 - to replace the two reserve funds; ERF (BP 26) & DSRF (BP 27) while maintaining a target minimum of 30% of the operating revenues based on the last audited financial statements and eliminate BP 26 & BP 27.
2. Proposed Board Policy 31 expands the list of restricted uses to include the DOW’s ability to use the reserve funds for expenditure volatility and revenue shortfall.
3. Re-prioritized the list of restricted uses as follows:
 - a. Emergency repairs after a declaration of emergency by an authorized government official or as deemed fit by the Board of Water Supply.
 - b. Debt service requirement.
 - c. Unfunded non- recurring costs such as:
 - Unfunded mandates e.g. spikes in pension costs & OPEB.
 - Unfunded legal services and legal claims.

- Uncovered insurance claims e.g. deductibles.

Thus, the DOW will only need to maintain a single reserve fund equal to at least 30% of the DOW's operating revenues with an expanded list of restricted uses as indicated above.

OPTIONS:

Option 1: Approve the proposed Board Policy No. 31.

Pros: If approved, 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.

Con: None.

Option 2: Do Not Approve; refer to Finance Committee for further discussion.

Pros: The Board and staff will have ample time to review and discuss the revised proposal and may come out with new ideas and recommendations before it goes to the Board for final action.

Cons: The additional time needed may delay some financial decisions that may come up.

Option 3: Do Not Approve.

Pros: No Board Policy changes on ERF & DSRF; total of the reserve funds remains equal to approximately 30% of the Annual Operating Revenues.

Cons: The existing ERF & DSRF will remain unchanged but will include no provision to address spikes in expenditures that are unfunded.

MY/ein

Attachment: Board Policy 26 – Emergency Reserve Fund (ERF) Updated 5-24-19
Board Policy 27 – Debt Service Reserve Fund (DSRF) Approved 7-24-14
Proposed Board Policy No. 31 – The DOW Reserve Fund

Mgrp/May 2020/20-40/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) (1-24-20, 2-28-20, 4-17-20, FCM 5-27-20, 5-28-20):ein

BOARD OF WATER SUPPLY POLICY No. 31

RE: RESERVE FUND

I. Objective:

To establish and maintain a minimum reserve of thirty percent (30%) of the Department of Water (DOW)'s operating revenues based upon the audited financial statements of the immediately preceding fiscal year. This Reserve Fund shall serve to ensure the financial stability of the DOW including its ability to fund its obligations, while also ensuring the flexibility to respond to crisis situations as more fully described by the terms of this Policy.

II. Background:

Board Policy No. 26, Emergency Reserve Fund, was established to authorize the Manager and Chief Engineer to incur obligations or make expenditures from the Emergency Reserve Fund for use in the event of an emergency, disaster, or other severe crises without additional Board approval.

Board Policy No. 27, Debt Service Reserve Fund, was established to ensure full and timely payments of interest and principal obligations to creditors arising out of the DOW's short and long term debt.

III. Effect of Board Policy No. 31

1. Board Policy No. 26, Emergency Reserve Fund, is hereby rescinded and superseded in its entirety by this Policy.
2. Board Policy No. 27, Debt Service Reserve Fund, is hereby rescinded and superseded in its entirety by this Policy.

IV. PROCEDURE: Disbursements from the reserve fund shall be restricted to the following:

1. **Emergency Response.** Expenditures for emergency response shall be guided by the following:
 - 1.1 The Manager & Chief Engineer or authorized designee ("Manager") must make a determination that an emergency or severe crisis exists. A federal, state, or county emergency proclamation shall meet this requirement without further action by the Manager.
 - 1.2 The DOW must submit a Manager's Report to inform the Board of Water Supply (Board) of any emergency use of the Reserve Fund at the next occurring board meeting which includes any anticipated emergency DOW needs.
2. **Disbursements to pay the DOW's debt service requirements.**
 - 2.1 The DOW must submit a Manager's Report to the Board for approval to expend from the reserve fund in the event the department is unable to

meet its loan obligations from the DOW's existing current resources in a timely manner.

3. Disbursements to pay unfunded non-recurring costs.

3.1 The DOW must submit a Manager's Report to the Board for approval to pay for non-recurring costs if the department doesn't have enough available resources from its current operations to pay in a timely manner unbudgeted non-recurring costs as follows:

- 3.1.1 Uncovered insurance claims to pay the self-insurance deductibles for related fleet vehicle claims, liability, and property claims.
- 3.1.2 Unfunded legal services and legal claims.
- 3.1.3 Unfunded mandates and spikes in pension and OPEB costs.

V. Maintenance of the Reserve Fund.

- 1. The DOW shall maintain a minimum reserve fund equal to at least 30% of the DOW's operating revenues based upon the audited financial statements of the immediately preceding fiscal year.
- 2. The minimum target reserve of 30% mentioned above shall be increased if necessary to meet the sum of the following requirements:
 - 2.1 Emergency Reserve equal to Twenty-five percent (25%) of the last audited operating expenses, net of non-cash expenditures.
 - 2.2 Debt Service Reserve equal to one half (1/2) of the debt service requirement for the upcoming fiscal year;
 - 2.3 Self-insurance deductible as provided under the County of Kauai's Insurance Policy.
- 3. The Department shall provide a report of any or all disbursements from the reserve fund during a given year.
- 4. The reserve fund may be replenished within the same year if funds become available otherwise it shall be adjusted and replenished during the annual budget process within the next budget fiscal year.

APPROVED BY:

Chairperson, Board of Water Supply

Date

BOARD OF WATER SUPPLY POLICY NO. 26 (*Updated May 24, 2019*)

Re: Emergency Reserve Fund (ERF)

The Board of Water Supply (BWS) deems it prudent to establish an Emergency Reserve Fund (ERF) as a contingency for unforeseen events or crises that may arise.

Purpose: As authorized by the Manager and Chief Engineer the Department may incur obligations or make expenditures from the ERF for use in the event of an emergency, disaster, or other severe crises without additional Board approval.

Establishment of the Emergency Reserve Fund (ERF): The establishment of the ERF provides a separate fund for the DOW to use that is not to be used for normal and ordinary business purposes.

ERF Requirements:

1. The ERF shall be funded from the DOW's general operating account.
2. A separate general ledger fund account shall be established and maintained as the Emergency Reserve Fund.
3. The amount in the ERF shall be reviewed and approved annually during the preparation of the DOW's annual operating and capital outlay budget.
4. The ERF Funding requirement shall be the total of:
 - a. The maximum deductible limit on the County of Kaua'i's insurance policy, plus
 - b. 25% of the DOW's Total Operating Expenses based on the prior year's audited financial statements, less
 - c. Interest Expenses, less
 - d. Depreciation & Amortization Expenses, less
 - e. Any non-cash operating expenses, (i.e. The County of Kaua'i's contra-claim).
5. At the beginning of each fiscal year, the ERF shall be adjusted to equal the ERF amount as shown above. If necessary, an accounting entry to "transfer in" or "transfer out" funds in the ERF shall be done in accordance with the approved annual operating budget to record the adjustment.
6. Expenditure of ERF funds; Reporting.
 - a. In order to expend ERF funds:
 - i. The Manager and Chief Engineer must make a determination that an emergency, disaster, or severe crisis exists. Where the Governor of the State of Hawai'i or the Mayor of the County of Kaua'i has issued a proclamation pursuant to HRS 127A for which the expenditure of funds is proposed, such a proclamation satisfies the requirements of this subsection (i).

- ii. The balance of the general operating account must be insufficient to cover the DOW's necessary operating expenditures as a result of an emergency, disaster, or crisis.
- b. Where ERF funds are expended, the DOW will provide a report to the BWS at the next occurring Board meeting of the expenditures, balance of the ERF, and any then known anticipated expenditures.

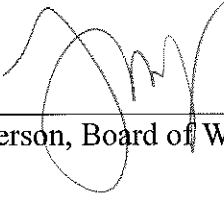
Operating Procedures:

The DOW shall procure or maintain emergency standby contracts for materials, services, and equipment. The DOW shall periodically (but not less than annually) report to the BWS the emergency standby contracts entered into by the DOW.

The ERF will be restricted to the following uses:

- A. Insurance Claims not covered by the County of Kaua'i's Insurance Policy. The DOW is covered under the County of Kaua'i's insurance policy; however, the insurance deductible is subject to change. Therefore, should the maximum deductible amount change, the DOW shall adjust the ERF amount on the next budget year as soon as possible.
- B. In the event of an emergency, the following procedures shall be followed:
 1. The DOW must continue to adhere to the procurement laws and regulations of the State of Hawai'i.
 2. The DOW must submit a Manager's Report to inform the Board of any use of Emergency Reserve Funds at the next occurring Board meeting. The report shall also include any anticipated emergency needs of the DOW.
 3. If necessary, the DOW will request a special board meeting to present the emergency needs of the DOW.
 4. Labor is to be furnished from DOW staff. The budgeted funds for labor costs shall be exhausted in any budget year before any monies from the emergency operations reserve fund are used for the purpose of labor costs.
 5. If necessary, emergency contract labor may be utilized. At the earliest Board meeting possible, the DOW shall submit a Manager's Report to inform the Board if any new contracts or contract amendments requiring additional funds have been utilized or will be utilized with funds from the ERF. The report shall also include monthly reports of expenses and reimbursements from the emergency standby contracts, amounts invoiced, labor expenditures, and any other significant information.
 6. Funds that are expended from the ERF Fund shall be replaced as expeditiously as possible.

APPROVED BY:

A handwritten signature in black ink, consisting of a large, stylized 'O' followed by a vertical line and a small flourish.

Chairperson, Board of Water Supply

Date:

5/24/2019

RE: EMERGENCY RESERVE FUND (ERF)

Effective date: _____

BOARD OF WATER SUPPLY POLICY NO. 27

Re: Debt Service Reserve Fund (DSRF)

The Debt Service Reserve Fund (DSRF) is a reserve fund established on June 28, 2012 to service Department of Water (DOW) interest and principal payment obligations arising out of DOW short and long term debt. One of the purposes of the fund is to insure full and timely payments to DOW creditors.

Maintenance of the DSRF:

The DOW shall establish and maintain a DSRF equal to one half (½) of the upcoming fiscal year's Debt Service Requirement (DSR). Changes for each upcoming fiscal year shall coincide with the preparation of the DOW's annual budget. As changes occur in the DSR for any upcoming fiscal year, the DSRF shall be adjusted accordingly.

DSRF Requirements:

1. The DSRF shall be funded from the DOW's general operating account.
2. A separate general ledger fund account shall be established and maintained for the DSRF.
3. Bookkeeping and accounting adjustments to the DSRF shall occur at the beginning of each fiscal year to equal one half (½) of the upcoming fiscal year's annual DSR.
4. Disbursements from the DSRF require BOW approval.

APPROVED BY:

Date:



Chairperson, Board of Water Supply

JUL 24 2014

RE: DEBT SERVICE RESERVE FUND (DSRF)

JUL 24 2014

Effective date: _____

DEPARTMENT OF WATER

County of Kaua'i

"Water has no Substitute – Conserve It!"

April 17, 2020

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

RECOMMENDATIONS:

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

BACKGROUND:

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

The DOW's proposed budget is a compilation summary of each division's programs and planned projects for the FY 2020 – 2021. It consists of the following:

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

A summary of Purchase Order ("PO") rollovers for unexpended encumbrances such as Contracts and Purchase Orders will be submitted as a supplemental budget under a separate cover after closing the financial accounting system as of FY June 30, 2020 is completed.

There are three (3) Sources of Funds that are maintained separately and these are:

1. The Water Utility Fund ("WUF")
2. The Facilities Reserve Charge ("FRC")
3. The Build America Bond ("BAB").

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

I. The Operating Budget

The DOW's main source of revenue is generated from water sales. Historically, the DOW provided an annual average of four billion gallons of water to over 22,000 customer accounts from single to multi-family dwellings, agricultural, commercial, government and other mixed-use accounts from the operation and maintenance of nine different public water systems island wide.

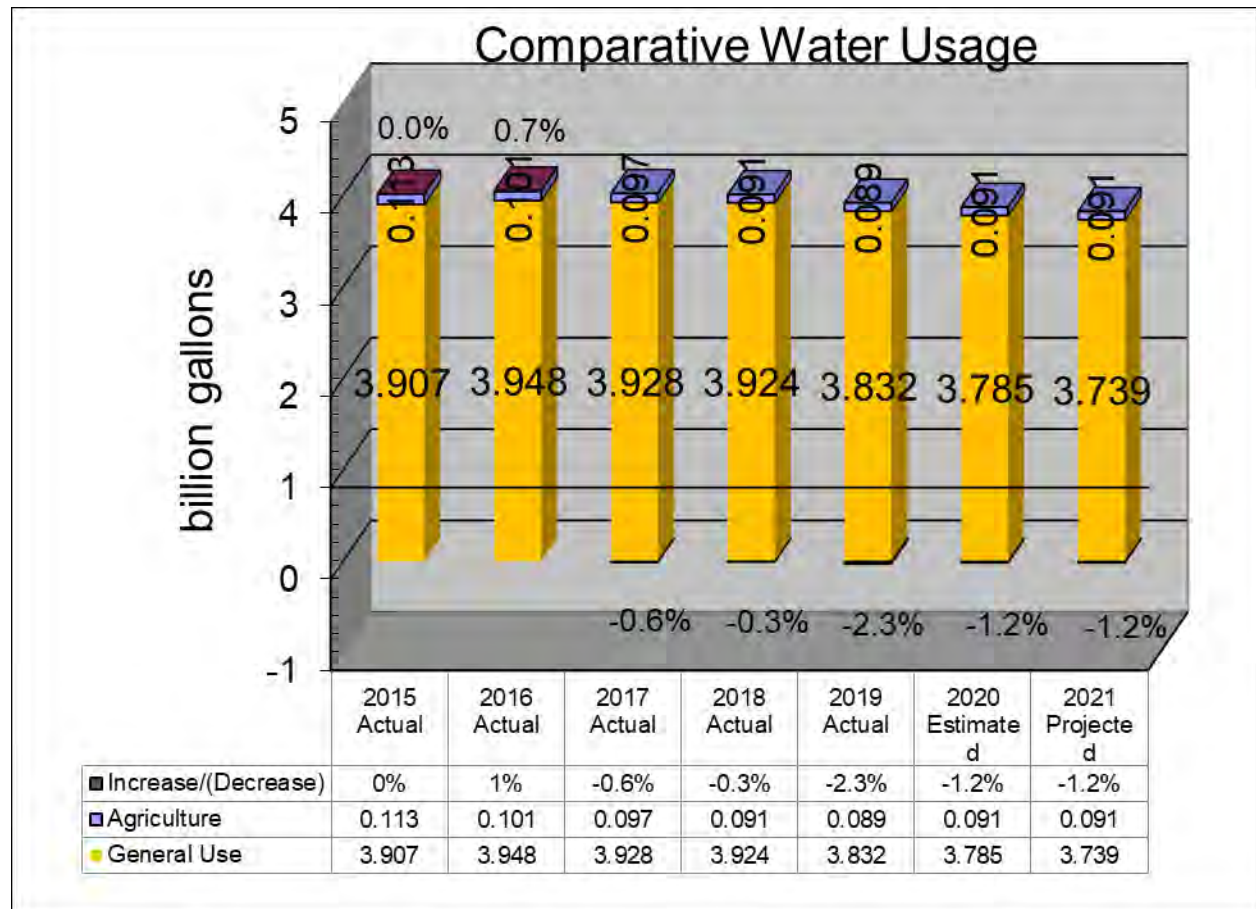
The DOW's proposed budget projects a ten percent (10%) decrease in water sales for FY 2020-2021. An analysis of the fiscal year (FY) to date water consumption as of March, 2020 returned a one percent (1%) increase but the last two months of February and March, 2020 reported a sharp decline of seven percent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

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

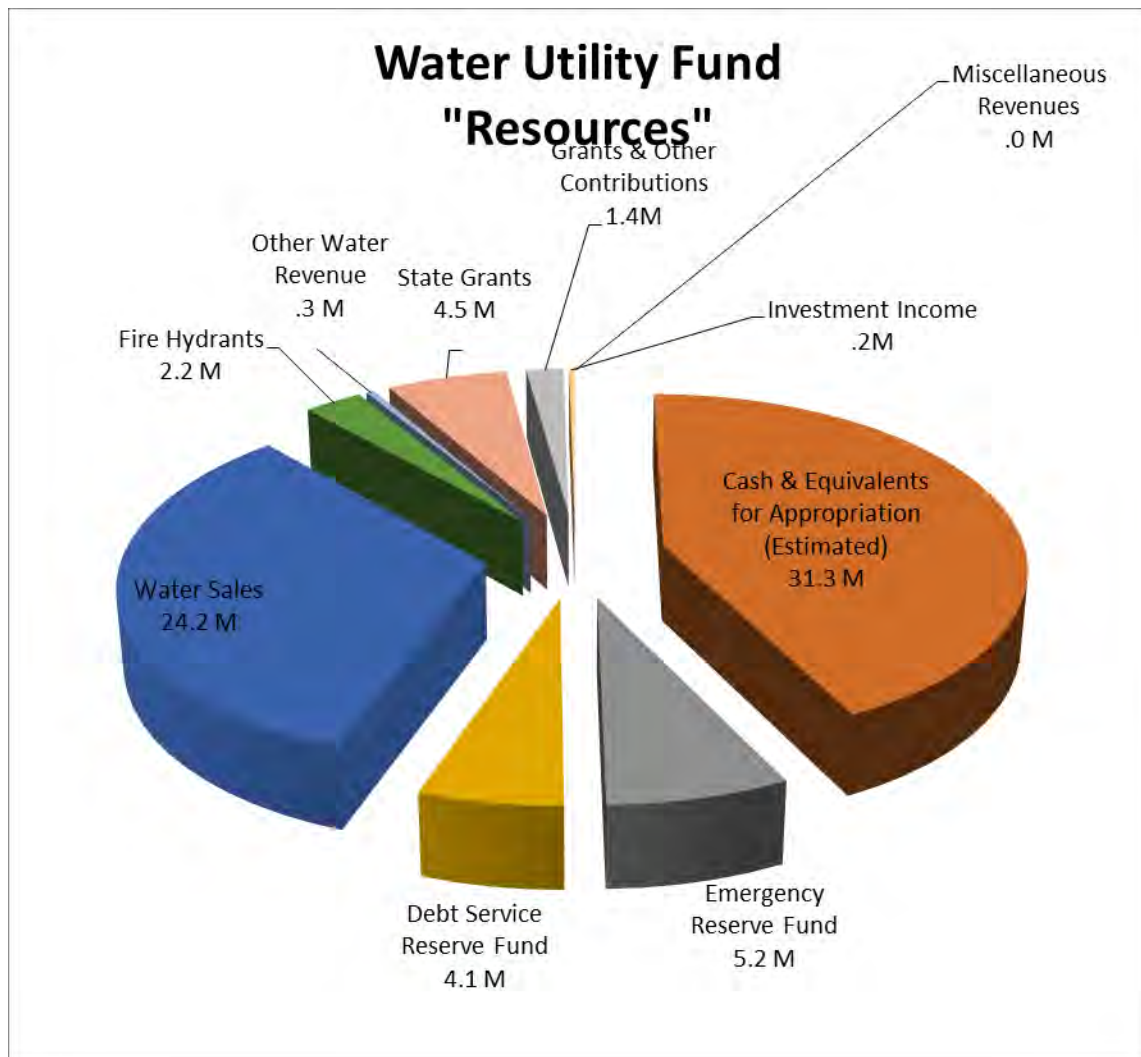
There's no projected water rate increase in FY 2021. The current water rate charges are based on the last water rate increase implemented on July, 1, 2014. There have not been any rate increases since then.

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

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



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



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

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

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

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

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

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

- 2.2 Revenue from Public Fire Protection - \$2,174,298.00.** The Revenues from Public Fire Protection at \$2,174,298 is a non-cash revenue that we bill the County of Kauai for the 2,983 total public fire hydrants and stand pipes that the DOW maintains island wide. The County does not pay the DOW for this bill but in exchange, DOW benefits from the countywide services that the County of Kauai provides to the DOW and its staff. A contra-expenditure account for the same amount offsets this revenue.

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

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

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

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

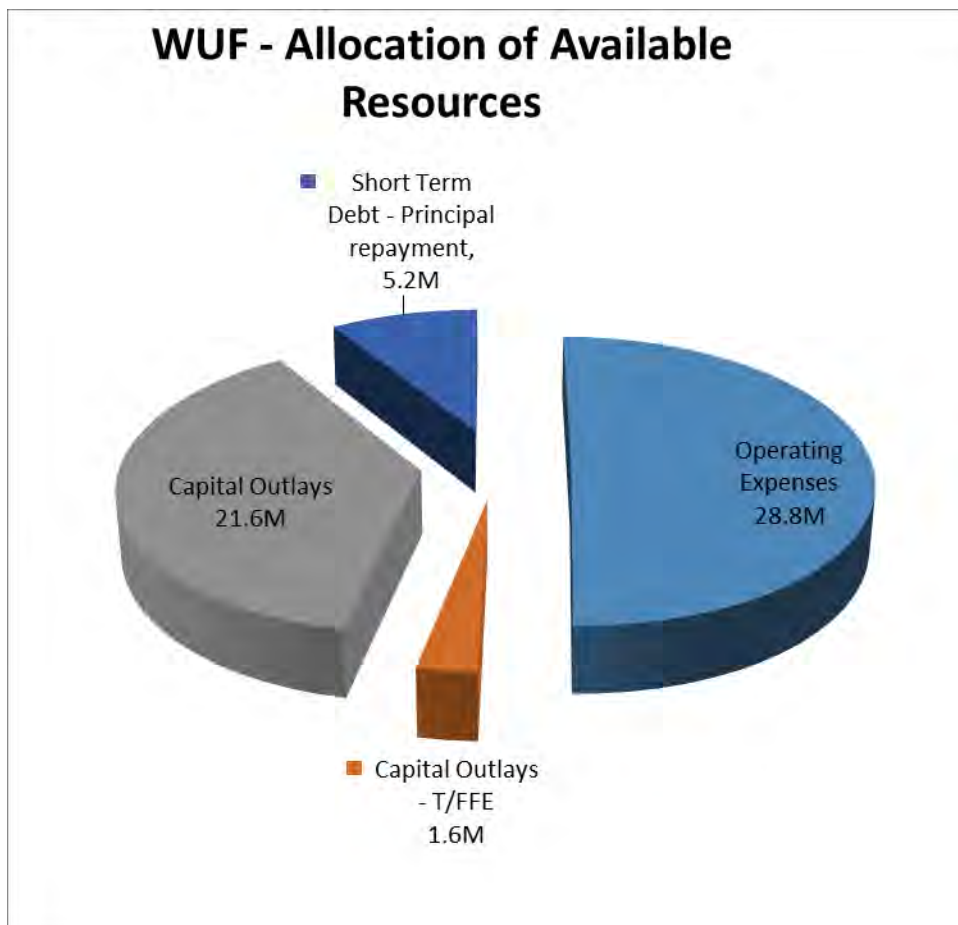
- 2.6 Investment income - \$300,000.** The DOW maintains its investments through the County of Kauai's pooled investment portfolio. The investment income is projected based on net interest income and fair value adjustments of the total DOW investment portfolio.

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

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

4. **Transfers in – WUF – None Transfers** – In from FRC to WUF is a process to reimburse WUF the 30 percent (“30 %”) debt service allocation of debt financed expansion projects. The FRC Fund has an estimated net available balance of \$692,449 as of 7/1/2020. The projected FRC Receipts is \$400,000 and \$240,291 from the 30% allocation of BAB subsidy. The New Capital Outlay – CIP proposed budget under FRC is \$675,000 leaving \$657,740 in projected remaining funds. There’s no transfer to WUF proposed at this time.

B. ALLOCATION OF PROJECTED RESOURCES - WUF:



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

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

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

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

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

- 1.3 The DOW’s FY 2021 active employee benefits budget is \$4,245,483 an increase of \$219,737 or 7% increase from FY 2020 budget. The employee benefits are comprised of the FICA employer taxes, EUTF for health plan premiums, Employee Retirement System (ERS) for pensions and Other Post-Employment Benefit (“OPEB”) for retiree medical benefits.

The budget for FICA taxes is a fixed percentage of 7.65% calculated based on the total salaries budget while the ERS contributions was calculated at 24%, a 2% increased 2% from 22% last fiscal year. Life and Health Insurance benefits were fixed amounts based on the subscribers’ plan coverage and the Other Post-Employment Benefits (OPEB) was a fixed amount determined through the State of Hawaii’s actuarial study.

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

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

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

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

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

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

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

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

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

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

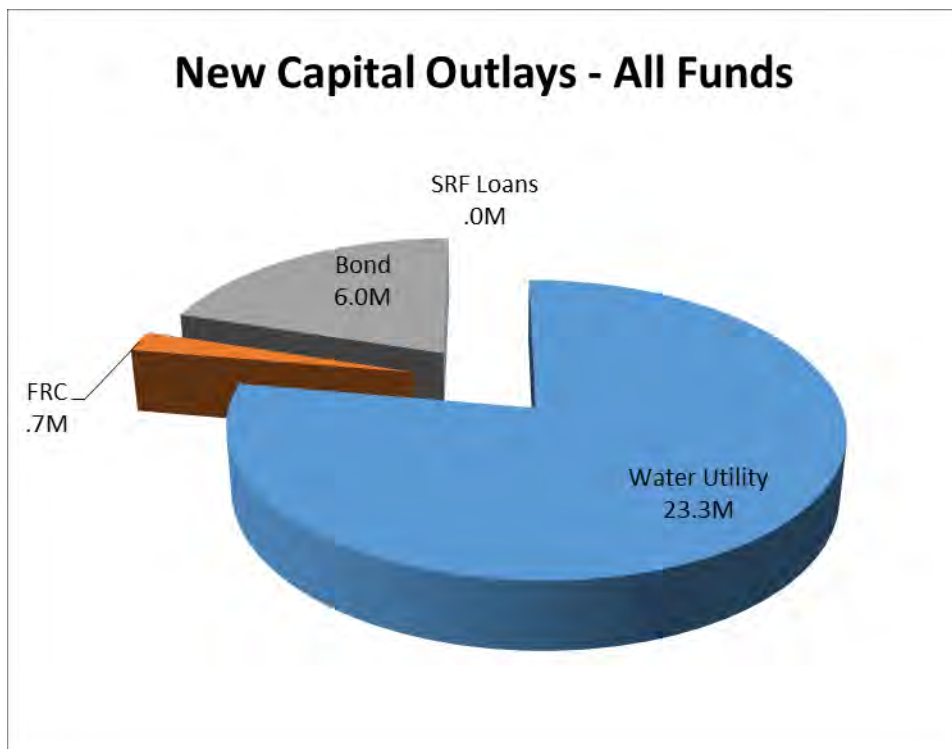
- 1.4.4 Public Relations, increased by \$35.6K, Communications increased by \$3.3K while freight and Postage decreased by 2K.
 - 1.4.5 Insurance –decreased by \$50K. Self-deductible claims for insurance not covered under the county’s insurance policy is covered under the DOW’s reserve fund.
- 1.4 County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

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

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

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

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



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

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

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

- Replacement budget of \$1.17 M consists of the following:
 - Information Technology budget - \$270K for the Replacement of Asset Management System @ \$ 230K and CMDP Federal/State Reporting System @ \$40K.
 - Construction Management budget for miscellaneous building permits - \$10K.
 - Fiscal –billing budget - \$150K to replace two (2) Meter Reader/Field Collection clerks @ \$35K each, \$50K for lobby assessment to address acoustics & slippery surface floor and \$30K for Customer Service counter improvements.
 - Operations budget - \$742K for Pump & Motor replacements @ \$300K, vehicle replacement @ \$60K, two (2) generators @ \$200K and replacement of equipment @ \$182K.

- New Purchases budget of \$453.2K consists of the following:
 - Information Technology budget - \$425K for the development of web based GIS viewer and mapping layer @ \$315K and purchase of new computers @ \$110K.
 - Construction Management budget for miscellaneous building permits - \$10K
 - Operations budget - \$ 18,200 to buy new scanners for inventory stock items.

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

- R&R – Design - \$ 1,090,000.00 proposed budget consists of the following:
 - Building Permit Fees - \$10K
 - Baseyard Master Plan Phase I - \$ 1.08M

- R&R – Construction Management - \$17,705,000 proposed budget consists of the following:
 - Yamada Tank, Clear well connecting PL - \$13.2M
 - Kilauea 1 & 2 MCC - \$3.76M
 - Kukuilono tank demo - \$ 750K

- R&R – Operations - \$2,840,000.00. Proposed budget is as follows:
 - SWTP Water Treatment Delivery Agreement with Grove Farm- \$2.84M

1.3 Capital Outlay - CIP: Expansion – None

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

2.1 Expansion - Design – \$450,000.00.

- Develop Kapa’a well No. 4 site improvement - \$ 450K

2.2 Expansion - CM - \$ 225,000.00.

- Hanapepe River Bridge \$ 225K.

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

3.1 R&R - None

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

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

II. Rollover of Outstanding Purchase Orders (PO).

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

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

MY:ein

Fund Balance Projections

| Fund Balance Projections | | | | | | | | |
|---|-------------------------------|---------------------------------------|-------------------------------|---|--------------------------------------|--------------------|----------------------------|---------------------|
| | Water Utility General Fund | Water Utility Emergency Reserve | Water Utility Debt Reserve | WURF (30% of Previous Years' Last Audited Operating Revenue) | **Facility Reserve Charge Fund | Bond Fund | State Revolving Fund | TOTAL |
| Cash, Investments & Receivables as of 3/31/2020 | \$50,931,938 | \$5,200,000 | \$4,100,000 | \$0 | \$1,926,957 | \$9,825,873 | \$0 | \$71,984,768 |
| Encumbrances - PO & Contracts (-) | \$16,055,769 | \$0 | \$0 | | \$1,234,508 | \$3,742,906 | \$0 | \$21,033,183 |
| Current Liabilities, excluding Debt (-) | \$3,558,343 | | | | | | | \$3,558,343 |
| Estimated Available Resources for Budget Appropriation - 7/1/20 | \$31,317,826 | \$5,200,000 | \$4,100,000 | \$0 | \$692,449 | \$6,082,967 | \$0 | \$47,393,242 |
| Revenues | \$32,743,700 | \$0 | \$0 | | \$640,291 | \$35,000 | \$0 | \$33,418,991 |
| Non- Revenue Cash - Inflow | \$0 | | | | | | \$0 | \$0 |
| Transfers In | \$0 | \$0 | \$0 | | | \$0 | \$0 | \$0 |
| Transfers (Out) | | \$0 | \$0 | | | \$0 | | \$0 |
| Adjusted Balance | \$64,061,527 | \$5,200,000 | \$4,100,000 | \$0 | \$1,332,740 | \$6,117,967 | \$0 | \$80,812,233 |
| Operating Expenses | \$28,836,601 | \$0 | \$0 | | \$0 | \$0 | \$0 | \$28,836,601 |
| Short Term Debt - Principal Repayment | \$5,160,541 | \$0 | \$0 | | \$0 | | | \$5,160,541 |
| Miscellaneous Capital Purchases - TFFE | \$1,625,200 | \$0 | \$0 | | | | | \$1,625,200 |
| New Capital Outlay - CIP | \$21,635,000 | | | | \$675,000 | \$6,000,000 | \$0 | \$28,310,000 |
| Supplemental Budget # 1 | | | | | | | | \$0 |
| Interfund Transfer | | | | | | | | \$0 |
| Estimated Ending Balance - 6/30/21 | \$6,804,185 | \$5,200,000 | \$4,100,000 | \$0 | \$657,740 | \$117,967 | \$0 | \$16,879,892 |
| Note 1: FRC fund balance is not sufficient to fund the Proposed Capital Outlay - Expansion Projects. An Interfund transfer through a Manager's Report will be required in order to proceed with any of the FRC Capital Outlay - Expansion projects. | | | | | | | | |

Revenue Summary

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

Operating Expense Summary

| | | FY 2016-2017 Actuals | FY 2017 - 2018 Actual | FY 2018-2019 Budget | FY 2018 - 2019 Actual | FY 2019-2020 Budget | FY 2019 - 2020 YTD Actual Exp. - As of 2/28/19 | | FY 2020-2021 Proposed Budget |
|--|---|-------------------------|--------------------------|------------------------|--------------------------|------------------------|--|------------|---------------------------------|
| OPERATING EXPENSES | | | | | | | | | |
| Water Utility Fund | | \$21,895,366 | \$22,846,711 | \$29,484,540 | \$22,640,351 | \$29,527,971 | \$15,648,026 | 53% | \$28,836,601 |
| 510-010 | Salaries & Wages (Regular & Compensated Leave) | \$4,935,361 | \$5,243,958 | \$6,458,998 | \$5,329,149 | \$7,065,711 | \$2,917,899 | 41% | \$7,047,876 |
| 510-020 | Temporary Assignment | \$41,924 | \$55,428 | \$61,386 | \$86,571 | \$71,000 | \$50,652 | 71% | \$60,500 |
| 510-030 | Overtime | \$579,324 | \$491,073 | \$519,000 | \$497,658 | \$486,000 | \$328,107 | 68% | \$477,000 |
| 510-040 | Standby Pay | \$182,192 | \$196,342 | \$181,594 | \$192,126 | \$195,000 | \$110,678 | 57% | \$195,000 |
| 520-040 | Vacation & Compensatory Time Pay out | \$0 | \$0 | \$100,000 | \$21,812 | \$100,000 | \$0 | 0% | \$100,000 |
| 530-010 | FICA Taxes | \$404,526 | \$431,116 | \$560,055 | \$447,135 | \$605,705 | \$247,335 | 41% | \$602,849 |
| 530-020 | Retirement Contributions | \$2,269,719 | \$2,157,977 | \$1,382,436 | \$1,108,853 | \$1,731,996 | \$721,798 | 42% | \$1,880,490 |
| 530-030 | Life and Health Insurance | \$465,933 | \$471,557 | \$484,247 | \$517,237 | \$611,045 | \$289,734 | 47% | \$685,145 |
| 530-040 | Workers Compensation | \$2,954 | \$15,215 | \$0 | \$0 | \$0 | \$0 | 0% | \$0 |
| 530-050 | Unemployment Compensation | \$0 | \$0 | \$15,000 | \$0 | \$15,000 | \$0 | 0% | \$0 |
| 530-060 | Post Employment Benefits (OPEB) | \$968,000 | \$988,943 | \$1,011,000 | \$1,223,378 | \$1,077,000 | \$789,186 | 73% | \$1,077,000 |
| 540-010 | Professional Services - General | \$504,191 | \$939,740 | \$3,910,401 | \$1,534,881 | \$3,643,351 | \$1,672,715 | 46% | \$3,131,801 |
| 540-020 | Professional Services - Accounting and Auditing | \$58,805 | \$75,132 | \$106,800 | \$58,668 | \$106,800 | \$69,900 | 65% | \$106,800 |
| 541-010 | Other Services - General | \$47,367 | \$33,676 | \$60,878 | \$33,209 | \$64,478 | \$30,942 | 48% | \$55,088 |
| 541-020 | Other Services - Billing Costs | \$199,586 | \$147,184 | \$206,658 | \$143,393 | \$206,658 | \$117,017 | 57% | \$164,418 |
| 542-010 | Public Relations - General | \$62,009 | \$97,148 | \$111,300 | \$78,061 | \$80,089 | \$55,286 | 69% | \$115,725 |
| 542-020 | Procurement Advertising | \$10,069 | \$12,550 | \$10,000 | \$0 | \$10,000 | \$5,497 | 55% | \$10,000 |
| 543-000 | Communication Services | \$118,711 | \$112,178 | \$120,360 | \$111,602 | \$127,144 | \$75,858 | 60% | \$130,444 |
| 544-000 | Freight and Postage Services | \$338 | \$7,840 | \$16,370 | \$3,891 | \$16,370 | \$2,019 | 12% | \$14,370 |
| 545-000 | Rentals and Leases | \$114,527 | \$44,311 | \$153,075 | \$80,159 | \$131,075 | \$44,014 | 34% | \$131,075 |
| 546-000 | Insurance | \$69,109 | \$279,240 | \$1,195,000 | \$62,466 | \$395,000 | \$1,358 | 0% | \$345,000 |
| 547-000 | County Service Charge | \$2,133,294 | \$2,136,510 | \$2,133,294 | \$2,174,298 | \$2,136,510 | \$1,449,532 | 68% | \$2,174,298 |
| 551-000 | Utility Services | \$2,709,416 | \$2,724,216 | \$2,877,540 | \$2,730,889 | \$2,862,624 | \$1,923,910 | 67% | \$2,863,878 |
| 560-000 | Repairs and Maintenance - Water System | \$43,342 | \$312,502 | \$221,000 | \$151,433 | \$221,000 | \$252,899 | 114% | \$211,000 |
| 561-000 | Repairs and Maintenance - Other than Water System | \$708,299 | \$380,061 | \$627,150 | \$452,061 | \$700,750 | \$287,033 | 41% | \$747,900 |
| 562-000 | Office Supplies | \$13,196 | \$20,307 | \$22,000 | \$20,307 | \$22,000 | \$11,901 | 54% | \$22,000 |
| 563-000 | Operating Supplies | \$565,140 | \$758,364 | \$1,252,050 | \$962,750 | \$1,356,300 | \$710,026 | 52% | \$1,095,300 |
| 564-000 | Fuel | \$82,695 | \$81,993 | \$115,500 | \$101,324 | \$115,500 | \$83,216 | 72% | \$122,500 |
| 565-000 | Bulk Water Purchase | \$1,009,005 | \$847,634 | \$1,810,176 | \$1,225,770 | \$1,816,176 | \$1,157,354 | 64% | \$1,820,176 |
| 570-010 | Books, Publications, Subscriptions, and Memberships | \$23,701 | \$34,110 | \$30,045 | \$10,807 | \$32,845 | \$20,751 | 63% | \$93,300 |
| 570-020 | Books, Publications, Subscriptions, and Memberships - Boa | \$600 | \$375 | \$1,025 | \$450 | \$1,095 | \$150 | 14% | \$1,095 |
| 571-010 | Training and Development | \$74,294 | \$48,120 | \$127,580 | \$72,074 | \$80,880 | \$36,387 | 45% | \$98,500 |
| 572-010 | Travel and Per Diem | \$40,817 | \$45,273 | \$84,570 | \$46,443 | \$106,610 | \$44,740 | 42% | \$118,180 |
| 572-020 | Travel and Per Diem - Board | \$8,862 | \$8,783 | \$17,490 | \$6,139 | \$20,970 | \$0 | 0% | \$20,970 |
| 573-010 | Meeting Expense | \$2,288 | \$3,702 | \$26,400 | \$8,683 | \$37,290 | \$12,927 | 35% | \$42,740 |
| 573-020 | Meeting Expense - Board | \$5,680 | \$5,054 | \$14,075 | \$7,609 | \$9,952 | \$914 | 9% | \$6,952 |
| 582-000 | Interest Expense | \$3,440,092 | \$3,639,100 | \$3,460,087 | \$3,139,065 | \$3,268,048 | \$2,126,288 | 65% | \$3,067,232 |
| Water Utility Fund - Bond and Loan Proceeds and Repayment | | \$4,717,296 | \$4,884,833 | \$4,883,749 | \$4,883,749 | \$5,017,034 | \$4,657,465 | 93% | \$5,160,541 |
| 682-000 | Debt Principal Repayment | \$4,717,296 | \$4,884,833 | \$4,883,749 | \$4,883,749 | \$5,017,034 | \$4,657,465 | 93% | \$5,160,541 |
| Water Utility Fund - Non Budgetary Operating Expenses | | \$7,482,384 | \$7,674,658 | \$8,014,750 | \$6,906,633 | \$8,014,750 | \$4,759,619 | 59% | \$7,252,653 |
| 580-000 | Depreciation | \$6,821,400 | \$6,931,203 | \$7,314,750 | \$6,153,980 | \$7,314,750 | \$4,606,387 | 63% | \$6,500,000 |
| 581-000 | Amortization | \$660,984 | \$743,456 | \$700,000 | \$752,653 | \$700,000 | \$153,232 | 22% | \$752,653 |
| 580-000 | Inflows/Outflows | -\$41,932 | -\$41,932 | -\$41,932 | -\$41,932 | -\$41,932 | -\$27,954 | 67% | -\$41,932 |

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

Operating Expense Detail

| | | FY 2016-2017 Actuals | FY 2017 - 2018 Actual | FY 2018-2019 Budget | FY 2018-2019 Actual | FY 2019-2020 Budget | FY 2019 - 2020 Actual | FY 2020-2021 Proposed Budget |
|--|---|-------------------------|--------------------------|------------------------|------------------------|------------------------|--------------------------|---------------------------------|
| OPERATING EXPENSES (Detail) | | | | | | | | |
| Water Utility Fund Operating Expenses | | \$21,895,366 | \$22,846,711 | \$29,484,540 | \$22,640,351 | \$29,527,971 | \$15,648,026 | \$28,836,601 |
| 510-010 | Salaries and Wages (includes compensated annual leaves and comp time.) | \$4,935,361 | \$5,243,958 | \$6,458,998 | \$5,329,149 | \$7,065,711 | \$2,917,899 | \$7,047,876 |
| 0-01-10-510-010 | WU - Admin - Admin - Salaries and Wages | \$561,707 | \$614,324 | \$908,186 | \$655,545 | \$916,128 | \$348,638 | \$872,571 |
| 0-02-10-510-010 | WU - IT - Admin - Salaries and Wages | \$160,362 | \$194,141 | \$245,649 | \$193,677 | \$214,258 | \$63,235 | \$244,634 |
| 0-10-40-510-010 | WU - Qual - Purification - Salaries and Wages | \$216,663 | \$227,789 | \$233,339 | \$235,476 | \$241,893 | \$130,353 | \$254,442 |
| 0-20-10-510-010 | WU - Eng - Admin - Salaries and Wages | \$243,947 | \$229,591 | \$306,930 | \$195,246 | \$358,838 | \$113,952 | \$280,945 |
| 0-21-10-510-010 | WU - Const - Admin - Salaries and Wages | \$344,275 | \$323,479 | \$550,332 | \$364,817 | \$718,049 | \$231,346 | \$574,282 |
| 0-22-10-510-010 | WU - Plan - Admin - Salaries and Wages | \$425,186 | \$448,385 | \$522,927 | \$462,861 | \$536,606 | \$248,274 | \$536,417 |
| 0-30-20-510-010 | WU - Bill - Collection - Salaries and Wages | \$461,920 | \$477,987 | \$570,078 | \$458,705 | \$542,886 | \$212,067 | \$551,856 |
| 0-31-10-510-010 | WU - Acctg - Admin - Salaries and Wages | \$406,898 | \$447,502 | \$503,168 | \$454,216 | \$506,989 | \$250,920 | \$612,757 |
| 0-40-30-510-010 | WU - Ops - Source - Salaries and Wages | \$248,045 | \$321,729 | \$349,097 | \$301,732 | \$418,864 | \$198,755 | \$464,124 |
| 0-40-40-510-010 | WU - Ops - Purification - Salaries and Wages | \$185,999 | \$187,861 | \$252,491 | \$143,360 | \$216,457 | \$93,895 | \$273,786 |
| 0-40-50-510-010 | WU - Ops - PowerAndPump - Salaries and Wages | \$164,471 | \$177,370 | \$208,607 | \$187,056 | \$205,007 | \$104,721 | \$202,212 |
| 0-40-60-510-010 | WU - Ops - TandD - Salaries and Wages | \$1,515,888 | \$1,593,799 | \$1,808,196 | \$1,676,459 | \$2,189,736 | \$921,745 | \$2,179,851 |
| 510-020 | Temporary Assignment | \$41,924 | \$55,428 | \$61,386 | \$86,571 | \$71,000 | \$50,652 | \$60,500 |
| 0-01-10-510-020 | WU - Admin - Admin - Temporary Assignment | \$2,845 | \$10,814 | \$2,000 | \$9,395 | \$2,000 | \$2,502 | \$2,000 |
| 0-02-10-510-020 | WU - IT - Admin - Temporary Assignment | \$1,105 | \$221 | \$500 | \$2,365 | \$500 | \$8,829 | \$500 |
| 0-10-40-510-020 | WU - Qual - Purification - Temporary Assignment | \$1,415 | \$870 | \$1,500 | \$1,105 | \$1,500 | \$944 | \$1,500 |
| 0-20-10-510-020 | WU - Eng - Admin - Temporary Assignment | \$4,218 | \$6,009 | \$6,000 | \$6,705 | \$8,500 | \$861 | \$1,000 |
| 0-21-10-510-020 | WU - Const - Admin - Temporary Assignment | \$0 | \$1,081 | \$5,000 | \$0 | \$5,000 | \$0 | \$2,000 |
| 0-22-10-510-020 | WU - Plan - Admin - Temporary Assignment | \$825 | \$1,534 | \$10,000 | \$5,646 | \$5,000 | \$3,267 | \$5,000 |
| 0-30-20-510-020 | WU - Bill - Collection - Temporary Assignment | \$5,227 | \$3,358 | \$5,000 | \$5,554 | \$5,000 | \$6,810 | \$5,000 |
| 0-31-10-510-020 | WU - Acctg - Admin - temporary Assignment | \$4,383 | \$4,034 | \$12,000 | \$9,090 | \$10,000 | \$5,024 | \$10,000 |
| 0-40-30-510-020 | WU - Ops - Source - Temporary Assignment | \$983 | \$2,892 | \$886 | \$6,506 | \$3,000 | \$1,724 | \$3,000 |
| 0-40-40-510-020 | WU - Ops - Purification - Temporary Assignment | \$1,296 | \$885 | \$500 | \$2,089 | \$1,500 | \$3,414 | \$1,500 |
| 0-40-50-510-020 | WU - Ops - PowerAndPump - Temporary Assignment | \$2,090 | \$3,866 | \$3,000 | \$5,770 | \$4,000 | \$1,882 | \$4,000 |
| 0-40-60-510-020 | WU - Ops - TandD - Temporary Assignment | \$17,537 | \$19,865 | \$15,000 | \$32,346 | \$25,000 | \$15,395 | \$25,000 |
| 510-030 | Overtime | \$579,324 | \$491,073 | \$519,000 | \$497,658 | \$486,000 | \$328,107 | \$477,000 |
| 0-01-10-510-030 | WU - Admin - Admin - Overtime | \$38,214 | \$23,340 | \$30,000 | \$24,219 | \$30,000 | \$20,842 | \$30,000 |
| 0-02-10-510-030 | WU - IT - Admin - Overtime | \$48,774 | \$44,622 | \$30,000 | \$33,358 | \$30,000 | \$15,104 | \$30,000 |
| 0-10-40-510-030 | WU - Qual - Purification - Overtime | \$1,398 | \$270 | \$2,000 | \$207 | \$2,000 | \$3,759 | \$3,000 |
| 0-20-10-510-030 | WU - Eng - Admin - Overtime | \$23,767 | \$18,322 | \$25,000 | \$8,088 | \$10,000 | \$3,595 | \$10,000 |
| 0-21-10-510-030 | WU - Const - Admin - Overtime | \$14,375 | \$8,770 | \$35,000 | \$10,832 | \$25,000 | \$3,336 | \$15,000 |
| 0-22-10-510-030 | WU - Plan - Admin - Overtime | \$9,952 | \$13,708 | \$30,000 | \$12,016 | \$15,000 | \$31,474 | \$15,000 |
| 0-30-20-510-030 | WU - Bill - Collection - Overtime | \$62,631 | \$53,150 | \$50,000 | \$65,850 | \$60,000 | \$29,840 | \$60,000 |
| 0-31-10-510-030 | WU - Acctg - Admin - Overtime | \$79,401 | \$51,231 | \$60,000 | \$49,116 | \$60,000 | \$35,392 | \$60,000 |
| 0-40-30-510-030 | WU - Ops - Source - Overtime | \$5,447 | \$11,081 | \$6,000 | \$3,711 | \$6,000 | \$1,554 | \$6,000 |
| 0-40-40-510-030 | WU - Ops - Purification - Overtime | \$40,341 | \$27,233 | \$50,000 | \$35,655 | \$30,000 | \$25,051 | \$30,000 |
| 0-40-50-510-030 | WU - Ops - PowerAndPump - Overtime | \$11,770 | \$8,534 | \$1,000 | \$15,224 | \$8,000 | \$13,775 | \$8,000 |
| 0-40-60-510-030 | WU - Ops - TandD - Overtime | \$243,255 | \$230,812 | \$200,000 | \$239,383 | \$210,000 | \$144,385 | \$210,000 |
| 510-040 | Standby Pay | \$182,192 | \$196,342 | \$181,594 | \$192,126 | \$195,000 | \$110,678 | \$195,000 |
| 0-01-10-510-040 | WU - Admin - Admin - Standby Pay | \$390 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 0-40-40-510-040 | WU - Ops - Purification - Standby Pay | \$9,692 | \$8,827 | \$11,594 | \$8,338 | \$10,000 | \$4,556 | \$10,000 |
| 0-40-50-510-040 | WU - Ops - PowerAndPump - Standby Pay | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 0-40-60-510-040 | WU - Ops - TandD - Standby Pay | \$172,110 | \$187,515 | \$170,000 | | \$185,000 | \$106,122 | \$185,000 |
| 520-040 | Vacation & Compensatory Time Payout | | \$0 | \$100,000 | \$21,812 | \$100,000 | \$0 | \$100,000 |
| 0-01-10-520-040 | WU - Admin - Admin - Vacation Payout | \$0 | \$0 | \$90,000 | \$21,812 | \$90,000 | \$0 | \$90,000 |
| 0-01-10-520-040 | WU - Admin - Admin - Compensatory Time Payout | \$0 | \$0 | \$10,000 | \$0 | \$10,000 | \$0 | \$10,000 |

Operating Expense Detail

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

Operating Expense Detail

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

Operating Expense Detail

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

Operating Expense Detail

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

New Capital Outlay

| | FY 2016- 2017 Actual | FY 2017- 2018 Actual | FY 2018- 2019 Budget | FY 2018- 2019 Actual | FY 2019 - 2020 Budget | FY 2019- 2020 Actual | Proposed Budget FY 2020- 2021 |
|--|-------------------------|-------------------------|-------------------------|-------------------------|--------------------------|-------------------------|----------------------------------|
| CAPITAL Outlay (New Appropriations) | \$1,175,237 | \$471,275 | \$1,915,000 | \$51,024 | \$1,918,000 | \$550,972 | \$1,625,200 |
| Water Utility Fund (Misc. Capital Purchases - Replacement) | \$470,491 | \$407,020 | \$1,267,000 | \$44,125 | \$915,000 | \$453,042 | \$1,172,000 |
| 10-01-00-604-999 WU-Admin-RandR Capital Purchases | \$0 | \$0 | \$90,000 | \$0 | \$0 | \$0 | \$0 |
| 10-02-00-604-999 WU-IT-RandR Capital Purchases | \$50,588 | \$216,357 | \$427,000 | \$44,025 | \$565,000 | \$147,940 | \$270,000 |
| 10-10-40-604-999 WU-Qual-Purification-RandR Capital Purchases | \$0 | \$0 | \$37,000 | \$0 | \$0 | \$0 | \$0 |
| 10-21-00-604-999 WU-Const/Admin/Capital Purchases | \$1,669 | \$39,491 | \$10,000 | \$100 | \$10,000 | \$0 | \$10,000 |
| 10-30-00-604-999 WU-Fiscal-RandR Capital Purchases | \$0 | \$0 | \$33,000 | \$0 | \$0 | \$0 | \$150,000 |
| 10-40-00-604-999 WU-Ops-RandR Capital Purchases | \$418,234 | \$151,172 | \$670,000 | \$0 | \$340,000 | \$305,102 | \$742,000 |
| Water Utility Fund (Misc. Capital Purchases - New) | \$704,746 | \$64,256 | \$648,000 | \$6,899 | \$1,003,000 | \$97,930 | \$453,200 |
| 10-01-00-605-999 WU-Admin-RandR Capital Purchases | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 10-02-00-605-999 WU-IT-Expansion Capital Purchases | \$35,567 | \$0 | \$310,000 | \$6,899 | \$425,000 | \$6,899 | \$425,000 |
| 10-10-40-605-999 WU-Qual-Expansion Capital Purchases | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 10-21-00-605-999 WU-Const/Admin/Capital Purchases | \$1,021 | \$0 | \$10,000 | \$0 | \$100,000 | \$0 | \$10,000 |
| 10-30-00-605-999 WU-Fiscal-RandR Capital Purchases | \$596,689 | \$54,384 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 10-31-00-605-999 WU-Const/Admin/Capital Purchases | \$0 | \$0 | \$0 | \$0 | \$3,000 | \$0 | \$0 |
| 10-40-00-605-999 WU-Ops-Expansion Capital Purchases | \$71,469 | \$9,872 | \$328,000 | \$0 | \$475,000 | \$91,031 | \$18,200 |
| CAPITAL OUTLAY - CIP (New Appropriations) | \$1,229,143 | \$1,428,714 | \$5,325,000 | \$8,372,336 | \$6,530,001 | \$2,988,303 | \$28,310,000 |
| Water Utility Fund (Capital Outlay - Rehabilitation & Replacement- Design) | \$13,994 | \$355,061 | \$170,000 | \$119,523 | \$370,000 | \$74,385 | \$1,090,000 |
| 10-20-00-604-000 WU/Eng-Permit Fees | \$0 | \$0 | \$20,000 | \$3,138 | \$20,000 | \$123 | \$10,000 |
| 10-20-00-604-001 WU-Eng-ALLR-KW-07 Paua Valley Tank Repair | \$0 | \$51,764 | \$0 | \$16,539 | \$0 | \$0 | \$0 |
| 10-20-00-604-006 WU-Eng-34%R-PLH-28 Hanamaulu Main (Hoohana Street) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 10-20-00-604-007 WU-Eng-ALLR-WK-11a Upper Wailua Houselots Main Rpl | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 10-20-00-604-009 WU-Eng-ALLR-Hanapepe Stream Crossing | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 10-20-00-604-013 WU-Eng-ALLR-PLH-32 Rice St Kapule Intersection | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 10-20-00-604-120 WU-Eng-Kilauea 1.0 MG tank (RR 10%) | \$3,740 | \$2,671 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 10-20-00-604-146 WU-Eng-Hanapepe-Eleeele Connecting Pipeline HE-1 and HE-10 (RR 12%) | \$10,254 | \$71,960 | \$0 | \$12,999 | \$0 | \$37,126 | \$0 |
| 10-20-00-604-147 WU-Eng-Rehabilitate Puupilo Steel tank | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 10-20-00-604-148 WU-Eng-Kuhio Hwy (Hardy-Oxford) 16" Main Replace (R&R 56% of \$100K) | \$0 | \$0 | \$0 | \$1,283 | \$0 | \$37,136 | \$0 |
| 10-20-00-604-149 WU-Eng-Kuhio Hwy (N. Papalooa to Waikaea Canal) Main Replace (RR 56%) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 10-20-00-604-150 WU-Eng-Makanui and Kuai Road Main Replacement (RR 37%) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 10-20-00-604-151 KP-14a Koloa 6" and 12" Main Replacement plus additional area (Wailani and Waihoonou) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 10-20-00-604-152 WU-Eng-Hoona, Hoone, Pane Road main replacement (RR 37%) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 10-20-00-604-157 Kilauea Wells MCC rehab | \$0 | \$228,666 | \$0 | | | \$0 | \$0 |
| 10-20-00-604-163 WU-Eng-ALLR-18-8 Limahuli Stream and Mānoa Stream Water Line Repairs | \$0 | \$0 | \$0 | \$85,564 | \$350,000 | \$0 | \$0 |
| 10-20-00-604-162 WU-Eng-17-13 & 14, Engineering Services for Islandwide Vulnerability and Resiliency Assessment. | \$0 | \$0 | \$150,000 | | | \$0 | \$0 |
| 10-20-00-604-169 Baseyard MP Ph 1 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$1,080,000 |

New Capital Outlay

| | | FY 2016- 2017 Actual | FY 2017- 2018 Actual | FY 2018- 2019 Budget | FY 2018- 2019 Actual | FY 2019 - 2020 Budget | FY 2019- 2020 Actual | Proposed Budget FY 2020- 2021 |
|---|---|-------------------------|-------------------------|-------------------------|-------------------------|--------------------------|-------------------------|----------------------------------|
| Water Utility Fund (Misc. Capital Purchases - Expansion) | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 10-20-00-605-017 | 18" Cane Haul Road Main | | | | | | | |
| 10-20-00-605-xxx | Kuhio Hwy (Hardy-Oxford) 16" Main replacement (EXP 44% of \$150K) | | | | | | | |
| 10-20-00-605-xxx | Kilauea 1.0 MG tank (EXP 90%) | | | | | | | |
| Water Utility Fund (Capital Projects - R&R - Construction) | | \$315,299 | \$5,650 | \$5,155,000 | \$3,564,521 | \$5,255,000 | \$895,234 | \$17,705,000 |
| 10-21-00-604-017 | WU/Cns/1.45%R-18In Cane Haul Main (1.45% RR of \$3.15M) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 10-21-00-604-029 | WU/Const/Capital Outlay/09-01, Yamada Tank, Clearwell & connecting PL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$13,200,000 |
| 10-21-00-604-033 | WU-Cns-ALLR-13-07, Koloa Well D Repairs (Sub 20 per Dustin) | \$315,299 | \$5,650 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 10-21-00-604-035 | WU-Cns-ALLR-XX-YY, HE-14, Eleele Booster Rehab | \$0 | \$0 | \$0 | \$1,073,665 | \$0 | \$34,492 | \$0 |
| 10-21-00-604-102 | WU-Cns-44%R-10-01 Ani-01b-Anini Rd WL DOW-Princl | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 10-21-00-604-132 | WU-Cns-ALLR-13-05 Kolo Road Main (Kilauea School) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 10-21-00-604-146 | WU/Cns/78%RR/15-07/HE-01,HE-10, Reorganize Wtr Sys. PL connecting Hanapepe & Eleele (6" Main Repl) Ph I (County R/W)(78%RR of \$1.9M) | \$0 | \$0 | \$0 | \$2,490,856 | \$0 | \$860,742 | \$0 |
| 10-21-00-604-001 | Paua Valley Tank Repair | \$0 | \$0 | \$1,400,000 | \$0 | \$1,400,000 | \$0 | \$0 |
| 10-21-00-604-157 | Kilauea 1&2 MCC (engineer's estimate - \$2.576M) | \$0 | \$0 | \$3,755,000 | \$0 | \$3,755,000 | \$0 | \$3,755,000 |
| 10-21-00-604-167 | Kukuiohono Tank Demo | | | | | \$100,000 | \$0 | \$750,000 |
| 10-21-00-604-XXX | 02-06, WKK-15 - Construct Kilauea 466 Tank, 1.0MG, Puu Pane Well 3 (R&R - 10%) (Total= \$5M) | | | | | \$0 | \$0 | \$0 |
| Water Utility Fund (Capital Outlay - Rehabilitation & Replacement- Operations) | | \$0 | \$0 | \$0 | \$0 | \$1 | \$0 | \$2,840,000 |
| 10-40-00-604-166 | SWTP - Water Treatment Delivery Agreement with Grove Farm - R&R | \$0 | \$1,050 | \$0 | | \$1 | \$212,679 | \$2,840,000 |
| Water Utility Fund (Capital Projects - Exp - Construction) | | \$0 | \$0 | \$0 | \$2,302,856 | \$0 | \$1,394,452 | \$0 |
| 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 | \$0 |
| 10-21-00-605-146 | WU/Cns/22%EXP/15-07/HE-01,HE-10, Reorganize Wtr Sys. PL connecting Hanapepe & Eleele (6" Main Repl) Ph I (County R/W)(22%EXP of \$1.9M) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 10-21-00-605-146 | WU/Cns/100%EXP/15-07/HE-01,HE-10, Reorganize Wtr Sys. PL connecting Hanapepe & Eleele (6" Main Repl) Ph II State R/W) | \$0 | \$0 | \$0 | \$1,552,856 | \$0 | \$1,126,224 | \$0 |
| 10-21-00-605-017 | Kapaia Cane Haul Road 18" Main (98.55% Exp) \$3,241,350 | \$0 | \$0 | \$0 | \$0 | \$0 | \$268,228 | \$0 |
| FRC Fund (Capital Projects - Expansion - Design) | | \$33,657 | \$190,102 | \$0 | \$85,510 | \$680,000 | \$0 | \$450,000 |
| 20-20-00-605-006 | FRC-Eng-66%E-PLH-28 Hanamaulu Main (Hoohana Street) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 20-20-00-605-010 | FRC-Eng-ALLE-Wailua Homesteads 538 1.0 MG Tank | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 20-20-00-605-014 | FRC-Eng-ALLE-Purchase Water System 1 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 20-20-00-605-016 | FRC-Eng-ALLE-Poipu 1 MG Storage Tank | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 20-20-00-605-018 | FRC-Eng-ALLE-H-08 Hanalei Well 2 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 20-20-00-605-019 | FRC-Eng-E-Kapaia SWTP Expansion | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 20-20-00-605-120 | FRC-Eng-Kilauea 1.0 MG tank (EXP 90%) | \$33,657 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 20-20-00-605-148 | FRC-Eng-Kuhio Hwy (Hardy-Oxford) 16" Main replacement (EXP 44% of \$150K) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 20-20-00-605-149 | FRC-Eng-Kuhio Hwy (N. Papaloa to Waikaea Canal) Main Replacement (EXP 44%) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 20-20-00-605-150 | FRC-Eng-Makanui and Kuai Road Main Replacement (EXP 63%) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 20-20-00-605-151 | KP-14A Koloa 6" & 12" Main Repla + addtl area (Wailani & Waihihino Rds, prt of KP-14 (Exp 50%)) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 20-20-00-605-152 | FRC-Eng-Hoona, Hoone, Pane Road main replacement (EXP 63%) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 20-20-00-605-154 | FRC-Eng-Drill and Test Kilauea Well #3 (EXP) | \$0 | \$2,760 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 20-20-00-605-155 | FRC-Eng-Wainiha Well #4 (EXP) | \$0 | \$0 | \$0 | \$0 | \$160,000 | \$0 | \$0 |
| 20-20-00-605-156 | FRC-Eng-land acquisition for Kilauea Well #3 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 20-20-00-605-156 | FRC-Eng-land acquisition for jelly factory booster pump | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 20-20-00-605-156 | FRC-Eng-land acquisition for Poipu tank | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 20-20-00-605-153 | FRC-Eng-Haena 0.2 MG tank | \$0 | \$187,342 | \$0 | \$85,510 | \$30,000 | \$0 | \$0 |

New Capital Outlay

| | | FY 2016- 2017 Actual | FY 2017- 2018 Actual | FY 2018- 2019 Budget | FY 2018- 2019 Actual | FY 2019 - 2020 Budget | FY 2019- 2020 Actual | Proposed Budget FY 2020- 2021 |
|--|--|-------------------------|-------------------------|-------------------------|-------------------------|--------------------------|-------------------------|----------------------------------|
| 20-20-00-605-156 | FRC-Eng-land acquisition for SWTP expansion | \$0 | \$0 | \$0 | | \$0 | \$0 | \$0 |
| 20-20-00-605-118 | Develop Kapaa Well No. 4 site improvements (production well) | | \$0 | \$0 | | \$450,000 | \$0 | \$450,000 |
| 20-20-00-605-117 | UH Experiment Station Tank - land acquisition | | \$0 | \$0 | | \$0 | \$0 | \$0 |
| 20-20-00-605-168 | Kalaheo System Improvements - recertify plans/permits | | \$0 | \$0 | | \$40,000 | \$0 | \$0 |
| FRC Fund (Capital Projects - Expansion - Construction) | | \$0 | \$0 | \$0 | \$0 | \$225,000 | \$0 | \$225,000 |
| 20-21-00-605-017 | FRC-Eng-ALLE-18IN Cane Haul Road Main | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 20-21-00-605-029 | FRC-Cns-56%E-09-01 Yamada Tank Clearwell, Conn Pip | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 20-21-00-605-102 | WU/Const/Capital Outlay/10-01 Ani-01b anini Rd. WL DOW -Princevl (56% Exp) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 20-21-00-605-116 | WU/Const/Capital Outlay/WK-08-Kapaa Homestead 313' 1.0 MG Tank (Ornellas) (0% RR of \$10M) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 20-21-00-605-161 | Hanapepe River Bridge, Kaunualii Hwy. Rt. 50, HI STP SR50 (1) Project, Hanapepe, Kauai, HI | \$0 | \$0 | \$0 | \$0 | \$225,000 | \$0 | \$225,000 |
| 20-21-00-605-XXX | 02-06, WKK-15 - Construct Kilauea 466 Tank, 1.0MG, Puu Pane Well 3 (Expansion - 90%) | | | | | \$0 | \$0 | \$0 |
| Bond Fund (Capital Projects - R&R - Construction) | | \$866,193 | \$877,902 | \$0 | \$1,623,383 | \$0 | \$44,514 | \$0 |
| 30-21-00-604-101 | BAB-Cns-ALLR-10-01 Ani01a-Anini Kalihiwai 6IN Main | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 30-21-00-604-102 | BAB-Cns-44%R-10-01 Ani-01b-Anini Rd WL DOW-Princvl | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 30-21-00-604-107 | BAB-Cns-ALLR-XX-YY KP-09-MCC Chlor KoloaWell16-A,E | \$0 | \$877,902 | \$0 | \$1,623,383 | \$0 | \$44,514 | \$0 |
| 30-21-00-604-109 | BAB-Cns-19%R-XX-YYLO-08LO-10-Koloa Al.-Piko, Lawai | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 30-21-00-604-112 | BAB-Cns-40%R-11-02 PLH-01a Grove Farm Tanks 1 - 2 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 30-21-00-604-114 | BAB-Cns-ALLR-XX-YY PLH-39a-Lihue Baseyard Imprvmt | \$605,698 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 30-21-00-604-120 | BAB-Cns-10%R-0206WKK15-Kilauea 466 Tnk Puu Pane W3 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 30-21-00-604-129 | BAB-Cns-ALLR-11-10 8IN WL Halewili, Kaum to HHale | \$260,495 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 30-21-00-604-136 | BAB-Cns-11%R-XX-YY H-05 Weke Anae Hee 6-8IN Mains | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 30-21-00-604-017 | BAB-Cns-Kapaia Cane Haul Road 18" main (1.45% R&R - \$3,241,350)) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Bond Fund (Capital Projects: Expansion - Design) | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 30-20-00-605-139 | BAB-Eng-ALLE-Moloaa Tank Site Acquisition | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 30-20-00-605-140 | BAB-Eng-ALLE-Koloa Well F Land Acquisition | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Bond Fund (Capital Projects - Expansion - Construction) | | \$0 | \$0 | \$0 | \$676,543 | \$0 | \$579,718 | \$6,000,000 |
| 30-21-00-605-102 | BAB-Cns-56%E-10-01 Ani-01b-Anini Rd WL DOW-Princvl | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 30-21-00-605-106 | BAB-Cns-50%E-03-04 K05a-Kalaheo Tank 0.5MG 886FT | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 30-21-00-605-109 | BAB-Cns-81%E-XX-YYLO-08LO-10-Koloa Al.-Piko, Lawai | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 30-21-00-605-110 | BAB-Cns-ALLE-WK-08-Kapaa Homestead Tank (Ornellas) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 30-21-00-605-112 | BAB-Cns-60%E-11-02 PLH-01a Grove Farm Tanks 1 - 2 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 30-21-00-605-118 | BAB-Cns-ALLE-WK-39-Kapaa Homestead Well No. 4 | \$0 | \$0 | \$0 | \$676,543 | \$0 | \$579,718 | \$0 |
| 30-21-00-605-120 | BAB-Cns-90%E-0206WKK15-Kilauea 466 Tnk Puu Pane W3 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 30-21-00-605-136 | BAB-Cns-89%E-XX-YY H-05 Weke Anae Hee 6-8IN Mains | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 30-21-00-605-029 | BAB-Cns-CO-09-01 Kalaheo 1111' & 1112' WS Improv Pkg A,B,C | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$6,000,000 |
| 30-21-00-605-017 | BAB-Cns-CO-Kapaia Cane Haul Road 18" Main (98.55% Exp \$3,241,350) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SRF Fund (Capital Projects - R&R - Construction) | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 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) Cumulative 52% R&R/48% Expansion - \$ 9,984,000 | | | | | | | \$0 |
| 60-21-00-604-114 | SRF-Cns-ALLR-X-YY PLH-39a-Lihue Baseyard Imprvmts | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |

REVENUES

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

As of 3/31/2020

FY 2020 - 2021 Water Sales Projection

WU/Water Sales

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

Projected Water Sales FY 2020-2021

24,174,188.62

Sch. 1

Year To Date Water Sales (7 months)

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

24,174,188.62

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

June 30, 2019

Demand of DEPARTMENT OF WATER, COUNTY OF KAUAI

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

DOLLARS

Fund _____

Appropriation _____

| ITEMS AND QUANTITY | | RATE | AMOUNT | TOTAL |
|--------------------|----------------------|-----------------|----------|------------------------|
| 2,645 | 6-inch Fire Hydrants | \$67.00 a month | \$804.00 | \$ 2,126,580.00 |
| 28 | 4-inch Fire Hydrants | \$23.00 a month | \$276.00 | \$ 7,728.00 |
| 310 | Stand Pipes | \$10.75 a month | \$129.00 | \$ 39,990.00 |
| 2,983 | TOTAL | | | \$ 2,174,298.00 |
| | | | | |
| | | | | |
| | | | | |

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

General Expenses - Admin

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

General Expenses - Admin

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

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

General Expenses - Admin

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 |

General Expenses - Admin

TOTAL: WU/Admin/Admin/Rentals and Leases **\$20,000** **\$20,000** **\$52,900** **\$20,595** **\$50,900** **\$15,612** **\$50,900** [Admin Expe](#)

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

TOTAL: WU/Admin/Admin/Insurance

\$69,109

\$279,240

\$1,195,000

\$62,466

\$395,000

\$1,358

\$345,000 [Admin Expe](#)

| Line Item | Notes | FY 2016-2017 Actual | FY 2017-2018 Actual | FY 2018-2019 Budget | FY 2018-2019 Actual | FY 2019-2020 Budget | FY 2019-2020 Actual | FY 2020-2021 Budget | New Request? |
|----------------------------------|--|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|--------------|
| Insurance and Bonds | General, Excess, Liability/Property Insurance and Provision **A provision of \$100,000 each is provided annually to cover both premium and reserves for General Liability and Property Insurance; the Department of Water in conjunction with the County of Kauai is self-insured for liability and automobile insurance. Excess coverage after a certain limit is obtained. Claims exceeding the approved budget may use the DOW's reserve fund with a board approval. | \$0.00 | | \$1,000,000.00 | | \$200,000.00 | | \$150,000.00 | No |
| Small Claims | Small Claims fund per Board Policy #25 authorizing the County Attorney to investigate, settle and pay all claims filed against the Board of Water Supply where such claims amount to \$10,000 | \$98.21 | | \$5,000.00 | | \$5,000.00 | | \$5,000.00 | No |
| Board Approved Claims | Claims outside of the County Attorney's discretion. | \$0.00 | | \$40,000.00 | | \$40,000.00 | | \$40,000.00 | No |
| Workers Compensation Settlements | Workers Comp, etc | \$18,124.00 | | \$150,000.00 | | \$150,000.00 | | \$150,000.00 | No |

General Expenses - Admin

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

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

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

\$12,158

\$21,555

\$0

\$18,987

\$0

\$0

[Admin Expe](#)

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

General Expenses - Admin

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

| Line Item | Notes | FY 2016-2017 Actual | FY 2017-2018 Actual | FY 2018-2019 Budget | FY 2018-2019 Actual | FY 2019-2020 Budget | FY 2019-2020 Actual | FY 2020-2021 Budget | New Request? |
|--|--|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|--------------|
| Operating Supplies/Small Tools & Equipment | With expected vacancies, safety supplies, dual monitors, screen protectors, working table, notarial supplies, phone accessories etc. | | | \$5,000.00 | | \$5,000.00 | | \$5,000.00 | NO |

TOTAL: WU/Admin/Admin/Books, Publications, Subscriptions, and Memberships **\$21,958** **\$33,290** **\$26,685** **\$9,237** **\$26,685** **\$18,891** **\$26,440** [Admin Expe](#)

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

General Expenses - Admin

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

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

General Expenses - Admin

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 | Registration for administration personnel workshops and technical workshops and other educational workshops, mindfulness, including human resources, public relations and attorney (see GL 572-010 travel & per diem if travel is required) | \$2,234.96 | | \$7,000.00 | | \$7,000.00 | | \$17,000.00 | No |
| Recognition Program | Retirees, Water Bucks, Recognition Awards (Trophies, Leis, Plaques) | \$211.26 | | \$6,500.00 | | \$6,500.00 | | \$6,500.00 | No |

General Expenses - Admin

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

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

General Expenses - Admin

| TOTAL: WU/Admin/Admin/Travel and Per Diem - Board | | \$8,862 | \$8,783 | \$17,490 | \$6,139 | \$20,970 | | \$20,970 | 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 | Per diem and airfare for Board workshops and technical conferences and other educational workshops (see GL 573-020:Meeting Expense for registration fees) | | | \$1,000.00 | | \$1,000.00 | | \$1,000.00 | No |
| AWWA National Conference | June 13-16 2020 (San Diego, CA) x 3 Personnel Anticipated travel (June 11-17) 6 days & 5 nights w/ 3 rooms | \$7,471.69 | | \$10,710.00 | | \$10,710.00 | | \$10,710.00 | No |
| AWWA Hawaii HWEA Pacific Water Conference | Date TBA 2020 (Honolulu, HI) x 4 Personnel Anticipated travel (Date February TBA) 3 days & 2 nights w/ 4 rooms | \$2,282.02 | | \$3,480.00 | | \$3,480.00 | | \$3,480.00 | No |
| HWWA Hawaii Section Conference | Date TBA 2020 (Honolulu, HI) x 4 Personnel Anticipated travel (Date November TBA) 3 days & 2 nights w/ 4 rooms | \$998.49 | | \$0.00 | | \$3,480.00 | | \$3,480.00 | No |
| Mileage | | | | \$300.00 | | \$300.00 | | \$300.00 | No |
| Ground Transportation | Car Rental, Shuttle Services, Airport Parking Reimbursement | \$324.80 | | \$1,000.00 | | \$1,000.00 | | \$1,000.00 | No |
| Unanticipated Travels | For board training & development - travel & per diem | | | \$1,000.00 | | \$1,000.00 | | \$1,000.00 | No |

General Expenses - Admin

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

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

General Expenses - Admin

| TOTAL: WU/Admin/Admin/Meeting Expense - Board | | \$5,680 | \$5,054 | \$14,075 | \$7,609 | \$9,952 | \$914 | \$6,952 | Admin Exp |
|--|---|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|---------------------------|
| 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 | Registration for Board workshops and technical conferences and other educational workshops | | | \$1,000.00 | | \$500.00 | | \$500.00 | No |
| AWWA National Conference | Registration & Course Materials X2 (Orlando, FL) (June 14-17 2020) (\$900 X 3) | \$2,100.00 | | \$5,400.00 | | \$2,700.00 | | \$1,800.00 | No |
| AWWA Hawaii HWEA Pacific Water Conference | Registration & Course Materials X 4 (Honolulu, HI) (Date TBA Feb 2020) (\$550 X 2) | \$2,370.00 | | \$2,800.00 | | \$2,200.00 | | \$1,100.00 | No |
| HWWA Hawai'i Section Conference | Registration & Course Materials (Honolulu, HI) (Date TBA Nov 2020) (\$500 X 2) | \$375.00 | | \$2,975.00 | | \$2,000.00 | | \$1,000.00 | No |
| Meals | Board Meetings | | | \$900 | | \$1,512 | | \$1,512 | No |
| Drinks and supplies | Board Meetings | | | \$500 | | \$540 | | \$540 | No |
| Publications | Advertising, Public Notices (moved budget to 542-020) | | | | | \$0.00 | | \$0.00 | |
| Miscellaneous | Contingency for Board trainings | | | \$500.00 | | \$500.00 | | \$500.00 | |

General Expenses - I.T.

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

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

| Line Item | Notes | FY 2016 - 2017 Actual | FY 2017 - 2018 Actual | FY 2018-2019 Budget | FY 2018 - 2019 Actual | FY 2019-2020 Budget | FY 2019 - 2020 Actual as of 2.29.20 | FY 2020 -2021 Budget |
|--|---|-----------------------|-----------------------|---------------------|-----------------------|---------------------|-------------------------------------|----------------------|
| Frame Relay (128K) | Monthly charge of 225 x 12 | | | \$2,700 | | 2,700 | | \$2,700 |
| Frame Relay (56K) | Monthly charge of 115 x 12 | | | \$1,380 | | \$1,380 | | \$1,380 |
| Main Telephone Lines | Monthly charge of 450 x 12 | | | \$5,400 | | \$5,400 | | \$5,400 |
| Bandwidth | Monthly charge of 2500 x 12 | \$38,362.00 | | \$30,000 | | \$30,000 | | \$30,000 |
| Microlab Elevator; Panic Button; Fire Alarm - 2nd Line New Building; Elevator New Building; Fire Alarm 1st line New Building | Monthly 315 x 12 months | | | \$3,780 | | \$3,780 | | \$3,780 |
| Ops Fax Line; Microlab Fire Alarm; Fax Machine | Monthly 150 x 12 months | | | \$1,800 | | \$1,800 | | \$1,800 |
| Fax for New Building - 1st Floor Office | Monthly 50 x 12 months | | | \$600 | | \$600 | | \$600 |
| Fire Alarm 2 Lines - Ops | Monthly 90 x 12 months | | | \$1,080 | | \$1,080 | | \$1,080 |
| Frame Relay (AS400) | Monthly charge of 115 x 12 | | | \$1,380 | | \$1,380 | | \$1,380 |
| Internet Connection | Monthly charge of 600 x 12 (RR) | \$5,982.00 | | \$7,200 | | \$7,200 | | \$7,200 |
| Lavanet | Monthly charge of 50 x 12 | \$2,787.75 | | \$3,300 | | \$3,300 | | \$600 |
| Long Distance Charges | Monthly 120 x 12 months | \$1,174.00 | | \$1,440 | | \$1,440 | | \$1,440 |
| Cellular Phone (Office, includes cell phones, Ipads, and Mobile Hot Spots; Telemetry for SCADA) | Monthly 2000 x 12 months - This cost is only for monthly services. Any replacement/new equipment and/or accessories will come from IT's Operating Budget line item. | \$16,755.35 | | \$22,200 | | \$24,000 | | \$24,000 |
| Unanticipated Costs | increased costs in surcharges & taxes | | | | | \$2,000 | | \$2,000 |
| DOW hotspot - combined with Internet Connection | Monthly 200 X 12 (HOTSPOT For Employees to connect their personal devices to) | | | | | \$0 | | |
| Fax for Administration | Monthly 50 x 3 months | | | | | \$0 | | |
| Fax for Main Office | Monthly 50 x 3 months | | | | | \$0 | | |
| Microlab Fire Alarm | Monthly 150 x 12 months | | | | | \$0 | | |
| Office Alarm Circuit | Monthly 100 x 12 months | | | | | \$0 | | |
| Elevator Phone - New Building | Monthly 50 x 12 months | | | | | \$0 | | |
| Fire Alarm - New Building | Monthly 50 x 12 months | | | | | \$0 | | |

IT Expenses

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

| Line Item | Notes | FY 2016 - 2017 Actual | FY 2017 - 2018 Actual | FY 2018-2019 Budget | FY 2018 - 2019 Actual | FY 2019-2020 Budget | FY 2019 - 2020 Actual | FY 2020 -2021 Budget | IT Expenses |
|---|---|--------------------------|--------------------------|------------------------|--------------------------|------------------------|--------------------------|-------------------------|-------------------|
| OCE Printer/Scanner | | \$ 5,634.84 | | \$ 6,250 | | 6,250 | | \$6,400 | lease |
| HP Printers | | pending invoice | | \$ 3,500 | | \$ 3,500 | | | |
| Firewall | | | | \$ 5,000 | | \$ 5,000 | | \$6,000 | |
| Dell Maintenance | Extension of Yearly Server Maintenance | \$ 3,854.14 | | \$ 2,500 | | \$ 24,000 | | \$24,000 | ?? |
| AMR Software/Trimble Handhelds (Badger) | Handhelds for Meter Readers | pending invoice | | \$ 9,000 | | \$ 9,000 | | \$9,000 | billing |
| Anti-Virus | | \$ 3,854.00 | | \$ 5,000 | | \$ 5,000 | | \$6,000 | IT Expenses |
| ESRI | DOW supplement payment to County for use of ESRI | \$ 260.42 | | \$ 2,500 | | \$ 17,500 | | \$17,500 | water resources |
| Great Plains | Maintenance & Support | pending contract | | \$ 12,000 | | \$ 12,000 | | \$9,700 | Fiscal |
| Citrix (Go to Assist/Meeting) | | \$ 1,847.04 | | \$ 2,000 | | \$ - | | \$0 | |
| XC2 | | \$ 960.00 | | \$ 1,300 | | \$ 1,300 | | \$1,500 | Resource Planning |
| MPET/MMIS | | \$ 7,250.00 | | \$ 20,000 | | \$ 20,000 | | \$20,000 | Ops |
| AutoCAD | 5 licenses | | | \$ 5,500 | | \$ 5,500 | | \$6,000 | Eng |
| Go Exchange | | | | \$ 3,500 | | \$ 3,500 | | \$3,500 | ?? |
| IP Switch | | | | \$ 1,000 | | \$ - | | \$0 | |
| VoIP Phone | | \$ 9,843.09 | | \$ 13,000 | | \$ 13,000 | | \$13,000 | ALL |
| Team | | | | \$ 500 | | \$ 500 | | \$500 | Admin |
| SSL Certificate | | | | \$ 800 | | \$ 800 | | \$900 | ALL |
| Paramount | Maintenance & Support | pending review of | | \$ 3,000 | | \$ 3,000 | | \$4,000 | Fiscal |
| Websense | | \$ 8,511.95 | | \$ 4,000 | | \$ 5,000 | | \$0 | |
| Terrago | | | | \$ 500 | | \$ - | | \$0 | |
| Fire Suppression Systems | Fenwall FM-200 Fire Suppression System | | | \$ 3,000 | | \$ 3,000 | | \$3,000 | Ops |
| Backup | | | | | | \$ 900 | | \$900 | ALL |
| Egnyte | | | | | | \$ 3,000 | | \$3,000 | ?? |
| Project Management Software | | | | \$ 40,000 | \$ - | \$ 40,000 | \$ - | \$40,000 | CM |
| Adobe Subscription | Annual Subscription Renewals | | | \$ 3,000 | | \$ 8,000 | | \$0 | moved to 570 |
| Oracle Cloud Services | Mau'i's share = 62.5% of \$200,000 shown as miscellaneous revenues in the budget. Full amount is requested in the budget so that DOW can proceed with procurement without having to wait for Mau'i's portion. Mau'i's payment will be credited to this account. | \$ 26,403.00 | | \$200,000 | \$ - | \$0 | \$ - | \$0 | |
| CCnB Cloud Hosting Services | Multi-year contract | | | | \$ - | \$250,000 | \$ - | \$250,000 | Fiscal |
| Customer Care & Billing License | Kauai License | | | \$30,000 | \$ - | \$30,000 | \$ - | \$30,000 | Fiscal |
| Innovyze | | | | \$4,000 | \$ - | \$4,000 | \$ - | \$4,000 | water resources |
| Beacon Subscription Fee | Subscription Fee for AMI Meters (\$0.89 per meter per month) For MK16 | \$ 240.00 | | \$ 15,000.00 | \$ - | \$ 15,000.00 | \$ - | \$0 | moved to 570 |
| Maintenance/Troubleshooting | Various As-Needed Technical Support | \$ 19,513.13 | | \$ - | \$ - | \$ - | \$ - | | |
| Water CAD | | \$ 3,469.16 | | \$ - | \$ - | \$ - | \$ - | | |
| Busch Consulting - Hours | firewall block of hours | | | \$ - | \$ - | \$ - | \$ - | | |
| Stellent | | | | \$ - | \$ - | \$ - | \$ - | | |
| Office Watch - Metropolis | | \$ 913.00 | | \$ - | \$ - | \$ - | \$ - | | |
| Canon Scanner | | | | \$ 1,300 | \$ - | \$ - | \$ - | | |
| Trimble Handhelds (Badger) | Handhelds for Meter Readers | pending invoice | | | | | | | |

TOTAL: WU/IT/Admin/Operating Supplies

\$66,131

\$75,827

\$61,000

\$58,465

\$61,000

\$25,827

\$61,000

| Line Item | Notes | FY 2016 - 2017 Actual | FY 2017 - 2018 Actual | FY 2018-2019 Budget | FY 2018 - 2019 Actual | FY 2019-2020 Budget | FY 2019 - 2020 Actual | FY 2020 -2021 Budget |
|---------------------------------------|---------------------------------------|--------------------------|--------------------------|------------------------|--------------------------|------------------------|--------------------------|-------------------------|
| Computer Supplies | Software, storage devices, toner, etc | \$ 23,219 | | \$ 40,000 | | 40,000 | | 40,000 |
| Computer Hardware | Printers, external hard drives, etc | \$ 17,816 | | \$ 10,000 | | \$ 10,000 | | \$ 10,000 |
| Paper for Oce & Large Format Printers | Paper for Large Format Printers | \$ 5,628 | | \$ 8,000 | | \$ 8,000 | | \$ 8,000 |
| Replacement of cell phone equipment | Hardware and Accessories | | | \$3,000 | | \$3,000 | | \$3,000 |
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TOTAL: WU/IT/Capital Outlay - Rehabilitation and Replacement/Misc. Capital Purchases **\$50,588** **\$216,357** **\$427,500** **\$65,363** **\$815,000** **\$147,940** **\$270,000**

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

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. Testintg 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.
- .

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

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 |
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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 | | | | | | | | | |
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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*

| PROGRAM MEASURES | FY 2018-2019 (estimate) | FY 2019-2020 (estimate) | FY 2020-2021 (estimate) |
|---|--|--|--|
| 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 |

General Expenses - Engineering

| 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 |
|----------------------------------|--|------------------------|------------------------|------------------------|------------------------|------------------------|----------------------------|---------------------------------|
| OPERATING EXPENSES | | | | | | | | |
| 10-20-10-540-010 | WU/Eng/Admin/Professional Services | \$ 111,932 | \$ 288,716 | \$ 425,000 | \$ 296,451 | \$ 405,000 | \$ 445,056 | \$ 485,000 |
| 10-20-10-563-000 | WU/Eng/Admin/Operating Supplies | \$ 115 | \$ 341 | \$ 300 | \$ 147 | \$ 300 | \$ - | \$ 300 |
| 10-20-10-570-010 | WU/Eng/Admin/Books, Publications, Subscriptions, and Memberships | \$ - | \$ - | \$ 200 | \$ - | \$ - | \$ - | \$ - |
| 10-20-10-571-010 | WU/Eng/Admin/Training and Development | \$ 705 | \$ 705 | \$ 1,130 | \$ 375 | \$ 1,130 | \$ 375 | \$ 500 |
| 10-20-10-572-010 | WU/Eng/Admin/Travel and Per Diem | \$ 20 | \$ 2,357 | \$ 3,760 | \$ - | \$ 1,880 | \$ 225 | \$ 1,880 |
| 10-20-10-573-010 | WU/Eng/Admin/Meeting Expense | \$ 254 | \$ - | \$ 1,050 | \$ - | \$ 1,050 | \$ - | \$ 600 |
| | SUMMARY OF OPERATING EXPENSES | \$ 113,025.60 | \$ 292,119.79 | \$ 431,440.00 | \$ 296,972.23 | \$ 409,360.00 | \$ 445,655.77 | \$ 488,280.00 |

| 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 |
|----------------------------------|--|------------------------|------------------------|----------------------------|------------------------|----------------------------|------------------------|----------------------------|
| Water Utility Fund | | | | | | | | |
| 10-20-00-604-000 | WU/Eng/Admin/Misc. Capital Outlay - R&R | \$ 13,994 | \$ 355,061 | \$ 170,000 | \$ 119,523 | \$ 370,000 | \$ 74,385 | \$ 1,090,000 |
| | Water Utility Fund - Capital Outlay | \$ 13,994 | \$ 355,061 | \$ 170,000 | \$ 119,523 | \$ 370,000 | \$ 74,385 | \$ 1,090,000 |
| FRC Fund | | | | \$ - | \$ - | \$ - | \$ - | \$ - |
| 20-20-00-605-000 | FRC/Eng/Admin/Misc. Capital Outlay - Expansion | \$ 33,657 | \$ 190,102 | \$ - | \$ 85,510 | \$ 680,000 | \$ - | \$ 450,000 |
| | FRC Fund - Capital Outlay | \$ 33,657 | \$ 190,102 | \$ - | \$ 85,510 | \$ 680,000 | \$ - | \$ 450,000 |
| BAB Fund | | | | | | | | |
| 30-20-00-605-000 | BAB/Eng/Admin/Capital Outlay - Expansion/Capital Purchases | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| | BAB Fund - Capital Outlay | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| | Water Utility Fund | \$ 13,994 | \$ 355,061 | \$ 170,000 | \$ 119,523 | \$ 370,000 | \$ 74,385 | \$ 1,090,000 |
| 20-20-00-605-000 | FRC Fund | \$ 33,657 | \$ 190,102 | \$ - | \$ 85,510 | \$ 680,000 | \$ - | \$ 450,000 |
| 30-20-00-605-000 | BAB Fund | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| | SUMMARY OF CAPITAL OUTLAY | \$ 47,650.98 | \$ 545,162.54 | \$ 170,000.00 | \$ 205,032.89 | \$ 1,050,000.00 | \$ 74,385.36 | \$ 1,540,000.00 |

TOTAL: WU/Eng/Admin/Professional Services

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

| Line Item | Notes | FY 2016 - 2017 Actual | FY 2017 - 2018 Actual | FY 2018 - 2019 Budget | FY 2018 - 2019 Actual | FY 2019 - 2020 Budget | FY 2019 - 2020 Actual | FY 2020 - 2021 Budget |
|---|---|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Title searches | title searches, as needed | | | \$25,000 | | \$25,000 | \$0 | \$25,000 |
| 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 |
| Engineering Services | | | | | | \$50,000 | \$0 | |
| Preliminary Engineering Report, EA | 18-8 Limahuli Stream and Mānoa Stream Water Line Repairs | | | | | \$130,000 | \$0 | |
| Design services for emergency generators housing structures at remote sites | Engineering design for structures at remote sites to protect portable emergency generators; emergency generator evaluation for SWTP -P.E.R. only Phase I <i>(budget was moved from Operations)</i> | | | \$300,000 | | | | |
| Preliminary Engineering Report, EA | Drill and Develop Kilauea Well #3 | | | | | | | |
| Preliminary Engineering Report | Baseyard MP Ph 1 | | | | | | | \$160,000 |
| Preliminary Engineering Report, EA | Kuhio Highway (Hardy to Oxford) Main Replacement | | | | | | | |
| PER, Testing Report | Wailua Homesteads Well GAC | | | | | | | \$100,000 |
| Preliminary Engineering Report, EA | hanapepe stream crossing | | | | | | | |
| PER, Soil investigation, EA | UH Experiment Station Tank | | | | | \$50,000 | ^^ | \$50,000 |
| PER, site location, hydraulic analysis, feasibility, EA | Poipu Tank 1.0 MG tank | | | | | | | |
| PER; site location, hydraulic analysis, feasibility, EA | Wailua Homesteads 538 1.0 MG Tank | | | | | | | |
| Preliminary Engineering Report | Island wide study for suitable well sites | | | | | | | |
| Preliminary Engineering Report, EA | PLH-36 SWTP expansion | | | | | | | |
| Preliminary Engineering Report, EA | Makanui and Kuai Road Main Replacement | | | | | | | |
| Preliminary Engineering Report, EA | Hoona, Hoone, Pane Road Main Replacement | | | | | | | |
| Preliminary Engineering Report | KP-14a Koloa 6" and 12" main replacement and additional area | | | | | | | |
| PER/Feasibility | Paua Valley tank repair | | | | | | | |
| Preliminary Feasibility Report, EA | Kuhio Hwy (N. Papaloa to Waikaea Canal) Main Replacement | | | | | | | |
| Surveying | As-needed surveying services | | | | | | | |
| Preliminary Engineering report | Kilauea Wells MCC | | | | | | | |
| STOP -- Correct Sum at top if there are more than 40 line items | | | | | | | | |

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

| Line Item | Notes | FY 2016 - 2017 Actual | FY 2017 - 2018 Actual | FY 2018 - 2019 Budget | FY 2018 - 2019 Actual | FY 2019 - 2020 Budget | FY 2019 - 2020 Actual | FY 2020 - 2021 Budget |
|------------------|---|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| 10-20-00-604-000 | Permit Fees | | | \$ 20,000 | \$ 3,138 | \$ 20,000 | \$ 123 | \$ 10,000 |
| 10-20-00-604-001 | KW-07 Paua Valley Tank Repair | \$ - | \$ 51,764 | | \$ 16,539 | | \$ - | |
| 10-20-00-604-006 | PLH-28 Hanamaulu Main Replacement (Hoohana Street) | | \$ - | \$ - | \$ - | | \$ - | |
| 10-20-00-604-007 | WK-11a Upper Wailua Houselots Main Replacement | | \$ - | \$ - | \$ - | | \$ - | |
| 10-20-00-604-009 | Hanapepe Stream Crossing | | \$ - | \$ - | \$ - | | \$ - | |
| 10-20-00-604-013 | PLH-32 Rice Street/Kapule Intersection Improvements | | \$ - | \$ - | \$ - | | \$ - | |
| 10-20-00-604-120 | Kilauea 1.0 MG tank (RR 10%) | \$ 3,740 | \$ 2,671 | \$ - | \$ - | | \$ - | |
| 10-20-00-604-146 | Hanapepe-Eleele Connecting Pipeline HE-1 and HE-10 (RR 12%) | \$ 10,254 | \$ 71,960 | \$ - | \$ 12,999 | | \$ 37,126 | |
| 10-20-00-604-147 | Rehabilitate Puupilo Steel tank | | \$ - | \$ - | \$ - | | \$ - | |
| 10-20-00-604-148 | Kuhio Hwy (Hardy-Oxford) 16" Main replacement (R&R 56% of \$180K) | | \$ - | \$ - | \$ 1,283 | | \$ 37,136 | |
| 10-20-00-604-149 | Kuhio Hwy (N. Papaloa to Waikaea Canal) Main Replacement (RR 56%) | | \$ - | | \$ - | | \$ - | |
| 10-20-00-604-150 | Makanui and Kuai Road Main Replacement (RR 37%) | | \$ - | | \$ - | | \$ - | |
| 10-20-00-604-151 | KP-14a Koloa 6" and 12" Main Replacement plus additional area (Wailani and Waihohonou Roads part of KP-14) (RR 50%) | | \$ - | | \$ - | | \$ - | |
| 10-20-00-604-152 | Hoona, Hoone, Pane Road main replacement (RR 37%) | | \$ - | | \$ - | | \$ - | |
| 10-20-00-604-157 | Kilauea Wells MCC rehab | \$0 | \$228,666 | | \$85,564 | | | |
| 10-20-00-604-163 | 18-8 Limahuli Stream and Mānoa Stream Water Line Repairs | | | | | \$350,000 | \$0 | |
| 10-20-00-604-162 | WU-Eng-17-13 & 14, Engineering Services for Island Wide Vulnerability and Resiliency Assessment | | | \$150,000 | | | | |
| 10-20-00-604-169 | Baseyard MP Ph 1 (subject to state funding of \$160K) | | | | | | | \$1,080,000 |
| | | | | | | | | |

General Expenses - Engineering

| TOTAL: FRC/Eng/Admin/Capital Outlay - Expansion/Capital Purchases | | \$33,657 | \$190,102 | \$0 | \$85,510 | \$680,000 | \$0 | \$450,000 |
|--|--|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| 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 |
| 20-20-00-605-153 | Haena 0.2 MG tank | | \$ 187,342 | | \$ 85,510 | \$ 30,000 | \$ - | \$ - |
| 20-20-00-605-118 | Develop Kapaa Well No. 4 site improvements (production well) | | | | | \$ 450,000 | | \$ 450,000 |
| 20-20-00-605-117 | UH Experiment Station Tank - land acquisition | | | | | \$ - | | * |
| 20-20-00-605-168 | Kalaheo System Improvements - recertify plans/permits | | | | | \$ 40,000 | \$ - | \$ - |
| 20-20-00-605-006 | PLH-28 Hanamaulu main replacement | | | | | | | |
| 20-20-00-605-010 | Wailua Homesteads 538 1.0 MG Storage Tank | | | | | | | |
| 20-20-00-605-014 | Purchase Water System 1 | | | | | | | |
| 20-20-00-605-016 | land acquisition for Poipu tank | | | | | | | |
| 20-20-00-605-018 | Hanalei Well no, 2 | \$ - | | | | | | |
| 20-20-00-605-019 | Kapaia SWTP expansion | | | | | | | |
| 20-20-00-605-120 | Kilauea 1.0 MG tank (EXP 90%) | \$ 33,657 | | | | | | |
| 20-20-00-605-148 | Kuhio Hwy (Hardy-Oxford) 16" Main replacement (EXP 44% of \$180K) | | | | | | | |
| 20-20-00-605-149 | Kuhio Hwy (N. Papaloa to Waikaea Canal) Main Replacement (EXP 44%) | | | | | | | |
| 20-20-00-605-150 | Makanui and Kuai Road Main Replacement (EXP 63%) | | | | | | | |
| 20-20-00-605-151 | KP-14a Koloa 6" and 12" Main Replacement plus additional area (Wailani and Waihohonou Roads part of KP-14) (EXP 50%) | | | | | | | |
| 20-20-00-605-152 | Hoona, Hoone, Pane Road main replacement (EXP 63%) | | | | | | | |
| 20-20-00-605-154 | Drill and Test Kilauea Well #3 (EXP) | \$ - | \$ 2,760 | | | | | |
| 20-20-00-605-155 | Wainiha Well #4 (EXP) | | | | | \$ 160,000 | | \$ - |
| 20-20-00-605-156 | land acquisition for Kilauea Well #3 | \$ - | | | | | | |
| 20-20-00-605-156 | land acquisition for jelly factory booster pump | | | | | | | |
| 20-20-00-605-156 | Poipu 1 MG Storage Tank | | | | | | | |
| 20-20-00-605-156 | land acquisition for Haena 0.2 MG tank | | | | | | | |
| 20-20-00-605-156 | land acquisition for SWTP expansion | | | | | | | |

Construction Management Division

Program Budget - FY 2020-2021

Construction Management Division:

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

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

The Division had been extremely short staffed for the past five fiscal years but we made strides during FY 2018-2019 in hiring staff. There were eight (8) permanent positions for the Construction Management Division for FY 2019 – 2020. Of the eight positions, four positions are within the Civil Engineering Series and three positions are within the Inspector Series along with an Engineering Program Assistant. All inspectors progressed during the year to the next level via reallocations.. Two new hires were made in the Civil Engineering Series at the CE I and III levels. The CE I has progressed to the CE II level. There is (1) one vacancy remaining [Civil Engineer V (SR-26)] which has been extremely difficult to fill. We are recruiting for the position continuously. We are optimistic that the current positions once filled will balance project management needs for engineering and inspectional tasks in FY 2019-2020 and beyond.

The DOW Construction Management division has had an extremely difficult time attracting and retaining qualified staff and continues to implement a plan to deal with the problem. During FY 2019-2020 the DOW relied heavily on As Needed Construction Management consultant contracts to meet the desired construction schedules for several Water Plan 2020 projects. Based on the relatively high costs of these services, the division hopes to reduce costs to our ratepayers by creating hiring the staff positions mentioned above to save on overall costs and operate more efficiently as the in-house staff, once hired, can manage multiple projects at any given time. This will provide better service to construction contractors, developers, design consultants and customers while reducing the overall costs to the ratepayers.

The FY 2020-2021 CM budget proposal reflect the efforts of the Chief of Construction Management to lead a successful division. Due to the short staffing, the CM division will continue to utilize the procured two (2) separate As Needed Construction Management contracts to help in the short term and procure a new As-Need Construction Management contract until all remaining positions are filled. We have utilized one for the Hanapēpē Waterline project which is very costly. We will also utilize one for the Kīlauea MCC project. Having the proper balance of DOW priority projects and private projects is vital to construction management with in-house staff. If DOW can be realistic with projects wanted, that will lead to more realistic project management. It will be vital that the Department have support in this process to retain, attract and recruit staff in a timely manner.

Program Description:

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

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

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

Program Objectives: Perform construction management duties for Department funded, government funded, and privately funded waterworks projects

1. Improve the water facilities infrastructure by constructing new well sources, storage tanks and waterlines through its Water Plan 2020 CIP Program as assigned.
2. Maintain and upgrade existing water facilities through the Water Plan 2020 CRP/CRPL Program as assigned.
3. Coordinate construction and integration of privately constructed water system improvements, as assigned, that are dedicated into the Department's system.
4. Provide construction management and inspectional services to ensure the assigned construction of water facilities adhere to plans and specifications and the standards and policies of the Department.
5. Provide engineering design review for all Water Plan 2020 Projects. Provide guidance to the Engineering Division to evaluate the feasibility of all water infrastructure improvements and sites for water facilities. Perform waterworks construction plan review in regards to constructability.
6. Provide Request for Information (RFI) responses on all Water Plan 2020 and Private Construction projects which include engineering redesigns. This was primarily done by the engineering division the past several years but was taken on by CM Division during FY 2017-2018 to provide better service to contractors to efficiently meet construction schedules in a timely manner. The response from contractors since have been positive but it has taken up more time of CM staff to provide field design changes.
7. Served as system administrator for the electronic project management platform (PMWEB) which includes preparing and managing waterworks construction contracts in a professional manner and within project budget requirements. Manage and organize all closing documents for waterworks construction projects.
8. Coordinate and administer special projects or maintenance projects which require construction management and procurement support for the Department.
9. Coordinate and implement some of the Department's State and Federal programs.

Program Highlights:

1. The Construction Management Division continued worked with the Deputy County Attorney (Water) to do the revisions to the General Provisions for Construction Contracts with the Department of Water.
2. During fiscal year 2019-2020, the Construction Management Division continued the design review and construction of several major capital improvements and rehabilitation projects as part of our overall effort to address capacity deficiencies and aging infrastructure issues in our water systems.

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

The Construction Management Division completed construction on the Koloa Well 16 A & B site and building improvements and the Hanapepe-Element 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'e 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 Subdivision, 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 Kahilihō 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 |
|--|--|------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| Water Utility Fund - Operating Expenses | | | | | | | | |
| 10-21-10-540-010 | WU/Const/Admin/Professional Services - General | \$ - | \$ 17,505 | \$ 500,000 | \$ 625,038 | \$ 700,000 | \$ 388,283 | \$ 50,000 |
| 10-21-10-563-000 | WU/Const/Admin/Operating Supplies | \$ 3,230 | \$ 1,671 | \$ 4,500 | \$ 5,243 | \$ 4,500 | \$ 1,618 | \$ 4,500 |
| 10-21-10-570-010 | WU/Const/Admin/Books, Publications, Subscriptions, and Memberships | \$ 1,543 | \$ 769 | \$ 1,550 | \$ 1,052 | \$ 1,550 | \$ 775 | \$ 1,550 |
| 10-21-10-571-010 | WU/Const/Admin/Training and Development | \$ 5,341 | \$ 255 | \$ 6,250 | \$ 1,285 | \$ 6,250 | \$ 1,639 | \$ 6,250 |
| 10-21-10-572-010 | WU/Const/Admin/Travel and Per Diem | \$ 213 | \$ - | \$ 5,000 | \$ - | \$ 5,000 | \$ 2,195 | \$ 7,000 |
| 10-21-10-573-010 | WU/Const/Admin/Meeting Expense | \$ - | \$ - | \$ 3,250 | \$ - | \$ 3,250 | \$ 2,200 | \$ 7,500 |
| | SUMMARY OF OPERATING EXPENSES | \$ 10,327.29 | \$ 20,200.36 | \$ 520,550.00 | \$ 632,618.40 | \$ 720,550.00 | \$ 396,709.39 | \$ 76,800.00 |
| CAPITAL OUTLAY | | FY 2016-2017 YTD Actual | FY 2017-2018 YTD Actual | FY 2018 - 2019 Proposed | FY 2018-2019 YTD Actual | FY 2019 - 2020 Proposed | FY 2018-2019 YTD Actual | FY 2019 - 2020 Proposed |
| 10-21-00-604-999 | WU/Const/Admin/Capital Outlay - R & R/Misc. Capital Purchases | \$ 1,669 | \$ 39,491 | \$ 10,000 | \$ - | \$ 10,000 | \$ - | \$ 10,000 |
| 10-21-00-605-999 | WU/Const/Admin/Capital Outlay - Expansion/Misc. Capital Purchases | \$ 1,021 | \$ - | \$ 10,000 | \$ - | \$ 100,000 | \$ - | \$ 10,000 |
| | Water Utility Fund - Capital Outlay (Capital Purchases) | \$2,690 | \$39,491 | \$20,000 | \$0 | \$110,000 | \$0 | \$20,000 |
| 10-21-00-604-000 | 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 |
| 10-21-00-605-000 | WU/Capital Outlay - Expansion/Capital Projects - CM | \$ - | \$ - | \$ - | \$ 2,302,856 | \$ - | \$ 1,394,452 | \$ - |
| | Water Utility Fund - Capital Outlay (Capital Projects) | \$315,299 | \$5,650 | \$5,155,000 | \$5,867,377 | \$5,255,000 | \$2,289,686 | \$17,705,000 |
| 20-21-00-605-000 | FRC/Capital Outlay - Expansion/Capital Projects - CM | \$ - | \$ - | \$ - | \$ - | \$ 225,000 | \$ - | \$ 225,000 |
| | FRC Fund - Capital Outlay | \$0 | \$0 | \$0 | \$0 | \$225,000 | \$0 | \$225,000 |
| 30-21-00-604-000 | BAB/Capital Outlay - R&R/Capital Projects - CM | \$ 866,193 | \$ 877,902 | \$ - | \$ 1,623,383 | \$ - | \$ 44,514 | \$ - |
| 30-21-00-605-000 | BAB/Capital Outlay - Expansion/Capital Projects - CM | \$ - | \$ - | \$ - | \$ 676,543 | \$ - | \$ 579,718 | \$ 6,000,000 |
| | BAB Fund - Capital Outlay | \$866,193 | \$877,902 | \$0 | \$2,299,926 | \$0 | \$624,232 | \$6,000,000 |
| 60-21-00-604-000 | SRF/Capital Outlay - R&R/Capital Projects - CM | | | \$ - | | \$ - | | \$ - |
| | SRF Fund - Capital Outlay | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| | Water Utility Fund - Capital Outlay/Miscellaneous Capital Purchases | \$ 2,690 | \$ 39,491 | \$ 20,000 | \$ - | \$ 110,000 | \$ - | \$ 20,000 |
| | Water Utility Fund - Capital Outlay/Capital Projects | \$ 315,299 | \$ 5,650 | \$ 5,155,000 | \$ 5,867,377 | \$ 5,255,000 | \$ 2,289,686 | \$ 17,705,000 |
| | FRC Fund/Capital Outlay/Capital Projects | \$ - | \$ - | \$ - | \$ - | \$ 225,000 | \$ - | \$ 225,000 |
| | BAB Fund/Capital Outlay/Capital Projects | \$ 866,193 | \$ 877,902 | \$ - | \$ 2,299,926 | \$ - | \$ 624,232 | \$ 6,000,000 |
| | SRF Fund/Capital Outlay/Capital Projects | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| | SUMMARY OF CAPITAL OUTLAY | \$ 1,184,182.12 | \$ 923,043.17 | \$ 5,175,000.00 | \$ 8,167,302.94 | \$ 5,590,000.00 | \$ 2,913,917.94 | \$ 23,950,000.00 |
| | OPERATING EXPENSES PLUS CAPITAL OUTLAY | \$ 1,194,509.41 | \$ 943,243.53 | \$ 5,695,550.00 | \$ 8,799,921.34 | \$ 6,310,550.00 | \$ 3,310,627.33 | \$ 24,026,800.00 |

General Expenses - Construction Management

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 |
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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 |
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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 | | |
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General Expenses - Construction Management

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

\$213

\$0

\$5,000

\$0

\$5,000

\$2,195

\$7,000

| Line Item | Notes | FY 2016 - 2017 Actual | FY 2017 - 2018 Actual | FY 2018 - 2019 Proposed | FY 2018 - 2019 Actual | FY 2019 - 2020 Budget | FY 2019 - 2020 Actual | FY 2020 - 2021 Budget |
|--|--|--------------------------|--------------------------|----------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Conference Travel and Per Diem (Non AWWA/HWWA) | Would like to send CM Staff to water related construction project management/inspection trainings off-island should beneficial conferences be available. | \$213 | \$0 | \$5,000 | \$0 | \$5,000 | \$2,194.83 | \$7,000 |
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TOTAL: WU/Const/Admin/Meeting Expense

\$0

\$0

\$3,250

\$0

\$3,250

\$2,200

\$7,500

| Line Item | Notes | FY 2016 - 2017 Actual | FY 2017 - 2018 Actual | FY 2018 - 2019 Proposed | FY 2018 - 2019 Actual | FY 2019 - 2020 Budget | FY 2019 - 2020 Actual | FY 2020 - 2021 Budget |
|---|--|--------------------------|--------------------------|----------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Conference fees and registrations (non AWWA/HWWA) | Would like to send CM Staff to water related construction project management/inspection trainings off-island should beneficial conferences or webinars be available. | \$0 | \$0 | \$3,250 | \$0 | \$3,250 | \$2,200.00 | \$7,500 |
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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 | | |
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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 |
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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) Cumulative 52% R&R/48% Expansion - \$ 9,984,000 | \$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 (Alaloke Pl. - Piko Rd) 8 Inch Main Replacement (1,700 Ft) Lawai 6 Inch and 8 Inch Main Replacement (6,400 Ft) (R&R - 19%) | \$ - | | | | | | |
| 30-21-00-604-112 | Bond/Const/Capital Outlay/11-02, PLH-01a - Replace Grove Farm Tanks 1 and 2 (R&R - 40% of \$2.835M) | \$ - | | | | | | |
| 30-21-00-604-114 | Bond/Const/Capital Outlay/XX-YY, PLH-39a - Lihue Baseyard Improvements for Department of Water | \$ 605,698 | | | | | | |
| 30-21-00-604-120 | Bond/Const/Capital Outlay/02-06, WKK-15 - Construct Kilauea 466 Tank, 1.0MG, Puu Pane Well 3 (R&R - 10%) | \$ - | | | | | | |
| 30-21-00-604-129 | Bond/Const/Capital Outlay/11-10, 8"WL along Halewili Rd (Kaumualii 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 | \$ - | | | \$ - | | \$ - | |

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.

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

TOTAL: WU/Plan/Admin/Training and Development

\$14,565

\$14,740

\$20,000

\$11,050

\$18,000

\$1,100

\$19,500

| Line Item | Notes | FY 2016-2017 Actual | FY 2017-2018 Actual | FY 2018-2019 Budget | FY 2018-2019 Actual | FY 2019-2020 Budget | FY 2019-2020 Actual | FY 2020-2021 Budget |
|---|--|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| ESRI ArcMAP/GIS - Innovyze InfoWater Training Classes | On-site or off-island training courses for the Department's GIS & hydraulic modeling supervisors and implementors. The training courses will include updated and advanced GIS and hydraulic modeling concepts, utilization and implementation. | \$12,480 | | \$14,000 | | \$15,000 | | \$16,000 |
| Training - Various | As needed on-island and/or off-island training to assist with the professional development of the Water Resources and Planning Division's staff. (i.e. Law, Legislation & Regulation updates & changes, GIS & GPS Concepts, Microsoft Training, Business Writing, etc). | \$60 | | \$3,000 | | \$3,000 | | \$3,500 |
| Innovyze InfoWater subscription Renewal | Hydraulic Model (Innovyze) Maintenance and Support renewal. | \$2,025 | | \$0 | | \$0 | | \$0 |
| ESRI User Conference | Registration for one (1) staff member to attend the annual ESRI User Conference. Annual ESRI User Conference includes GIS classes, hands on software training, water & utility user group sessions and networking to assist with the professional development of ESRI users. ESRI Users Conference attendees will learn & understand updates and advancements in ESRI GIS services, support and best practices to continue to advance the Department's GIS & hydraulic modeling program. | | | \$1,800 | | \$0 | | \$0 |
| American Backflow Prevention Association Conference | Registration for two (2) staff members to attend the American Backflow Prevention Association Annual Conference. The American Backflow Prevention Association Annual conference includes, backflow prevention continuing education, backflow prevention device testing certification classes, hands on backflow prevention device training and professional networking with industry professionals to assist with the professional development of backflow prevention implementors. Attendees will learn & understand updates and advancements in backflow prevention research and best practices to continue to advance the Department's backflow prevention program. | | | \$1,200 | | \$0 | | \$0 |
| | | | | | | | | |

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

\$8,100

\$4,463

\$22,300

\$7,547

\$25,600

\$5,888

\$18,350

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

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

| Line Item | Notes | FY 2016-2017 Actual | FY 2017-2018 Actual | FY 2018-2019 Budget | FY 2018-2019 Actual | FY 2019-2020 Budget | FY 2019-2020 Actual | FY 2020-2021 Budget |
|---|---|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| American Backflow Prevention Association Conference | Registration for one (1) staff member to attend the American Backflow Prevention Association Annual Conference. The American Backflow Prevention Association Annual conference includes, backflow prevention continuing education, backflow prevention device testing certification classes, hands on backflow prevention device training and professional networking with industry professionals to assist with the professional development of backflow prevention implementors. Attendees will learn & understand updates and advancements in backflow prevention research and best practices to continue to advance the Department's backflow prevention program. | | | | | \$650 | | \$0 |
| American Planning Association Conference | Registration for two (2) staff members to attend the American Planning Association Annual Conference. The American Planning Association Annual conference includes, planning area continuing education, focused water utility classes and training and professional networking with industry professionals to assist with the professional development of Planners. Attendees will learn & understand updates and advancements in planning research and best practices to continue to advance the Department's water planning and outreach program. | | | | | \$1,500 | | \$1,700 |
| Conference/Training - Various - Registration | Registration fees for staff to attend various on-island and off-island professional development training and webinars. | | | | | \$2,000 | | \$2,250 |
| ESRI User Conference | Registration for one (1) staff member to attend the annual ESRI User Conference. Annual ESRI User Conference includes GIS classes, hands on software training, water & utility user group sessions and networking to assist with the professional development of ESRI users. ESRI Users Conference attendees will learn & understand updates and advancements in ESRI GIS services, support and best practices to continue to advance the Department's GIS & hydraulic modeling program. | | | | | \$1,800 | | \$2,000 |
| ESRI Water Utilities Conference | Registration for one (1) staff member to attend the annual ESRI Water GIS Conference. Annual ESRI Water GIS Conference includes GIS classes, hands on software training, water utility specific group sessions and networking to assist with the professional development of ESRI users. ESRI Water GIS Conference attendees will learn & understand updates and advancements in ESRI GIS services, support and best practices to continue to advance the Department's GIS & hydraulic modeling program. | | | | | | | \$0 |
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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 |
|--|--|------------------------|------------------------|------------------------|------------------------|------------------------|----------------------------|--------------------------|
| Water Utility Fund | | \$ 226,695 | \$ 175,248 | \$ 483,033 | \$ 225,159 | \$ 253,373 | \$ 138,232 | \$ 303,733 |
| 10-30-20-540-010 | WU/Bill/Collection/Professional Services - General | \$ - | \$ 1,802 | \$ 230,000 | \$ 56,245 | \$ - | \$ - | \$ 100,000 |
| 10-30-20-541-010 | WU/Bill/Collection/Other Services | \$ 24,513 | \$ 23,715 | \$ 35,100 | \$ 20,918 | \$ 35,100 | \$ 15,083 | \$ 26,700 |
| 10-30-20-541-020 | WU/Bill/Collection/Billing Costs | \$ 199,586 | \$ 147,184 | \$ 206,658 | \$ 143,393 | \$ 206,658 | \$ 117,017 | \$ 164,418 |
| 10-30-20-563-000 | WU/Bill/Collection/Operating Supplies | \$ 2,520 | \$ 2,547 | \$ 3,500 | \$ 2,688 | \$ 4,500 | \$ 4,323 | \$ 4,500 |
| 10-30-20-570-010 | WU/Bill/Collection/Books, Publications, Subscriptions, and Memberships | \$ - | \$ - | \$ 350 | \$ - | \$ 350 | \$ - | \$ 350 |
| 10-30-20-571-010 | WU/Bill/Collection/Training and Development | \$ 75 | \$ - | \$ 3,000 | \$ 550 | \$ 3,000 | \$ - | \$ 4,000 |
| 10-30-20-572-010 | WU/Bill/Collection/Travel and Per Diem | \$ - | \$ - | \$ 4,425 | \$ 1,365 | \$ 3,765 | \$ 1,809 | \$ 3,765 |
| Miscellaneous Capital Purchases | | \$596,689 | \$318,340 | \$33,000 | \$24,514 | \$0 | \$0 | \$150,000 |
| 10-30-00-604-999 | WU/Bill/Collection/Capital Outlay - R&R/Misc. Capital Purchases | \$ - | \$ - | \$ 33,000 | \$ 24,514 | \$ - | \$ - | \$ 150,000 |
| 10-30-00-605-999 | WU/Bill/Collection/Capital Outlay - Expansion/Misc. Capital Purchases | \$596,689 | \$318,340 | \$0 | \$0 | \$0 | \$0 | \$0 |
| | SUMMARY OF OPERATING EXPENSES | \$ 226,695 | \$ 175,248 | \$ 483,033 | \$ 225,159 | \$ 253,373 | \$ 138,232 | \$ 303,733 |
| | SUMMARY OF CAPITAL PURCHASES | \$ 596,689 | \$ 318,340 | \$ 33,000 | \$ 24,514 | \$ - | \$ - | \$ 150,000 |
| | OPERATING EXPENSES PLUS CAPITAL OUTLAY | \$ 823,384 | \$ 493,588 | \$ 516,033 | \$ 249,673 | \$ 253,373 | \$ 138,232 | \$ 453,733 |

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

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 | |
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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 \$4,485

| Line Item | Notes | FY 2016-2017 Actual | FY 2017-2018 Actual | FY 2018-2019 Budget | FY 2018-2019 Actual | FY 2019-2020 Budget | FY 2019-2020 YTD Actual | FY 2020-2021 Proposed | New Request ? |
|----------------------|--|---------------------|---------------------|---------------------|---------------------|---------------------|-------------------------|-----------------------|---------------|
| Travel & Per Diem | GFOA Conference - Continuing Education for GAAP and GASB updates | | | \$3,765 | | \$3,765 | | \$3,765 | NO |
| | Airfare for 1 (\$1,400) | | | | | | | | |
| | Hotel (\$240*5) | | | | | | | | |
| | Per diem (\$145*7) | | | | | | | | |
| | Miscellaneous (\$150) | | | | | | | | |
| Interisland meetings | Interisland travels (240 * 3) | | | \$720 | | \$720 | | \$720 | |
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TOTAL: WU/Bill/Collection/Capital Outlay - Expansion/Misc. Capital Purchases \$0 \$0 \$0 \$0 \$3,000 \$0 \$0

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

| Line Item | Notes | FY 2016-2017 Actual | FY 2017-2018 Actual | FY 2018-2019 Budget | FY 2018-2019 Actual | FY 2019-2020 Budget | FY 2018-2019 YTD Actual as of 12/31/18 | FY 2020-2021 Proposed Budget | New Request? |
|---------------------|--------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|--|------------------------------|--------------|
| New Computer System | complete set up for one new position | | | | | \$3,000 | | | |
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| 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 |
|----------------------------------|--|------------------------|------------------------|----------------------------|------------------------|------------------------|------------------------|----------------------------|--------------------------|
| Water Utility Fund | | 18,716,452 | 21,967,834 | 19,020,434 | 20,975,949 | 9,924,798 | 20,095,410 | 13,761,737 | 18,701,793 |
| 10-01-10-530-060 | 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 |
| 10-00-10-547-000 | 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 |
| 10-00-90-580-000 | 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 |
| 10-00-90-581-000 | WU/Depreciation/Amortization** | \$660,984 | \$650,000 | \$743,456 | \$700,000 | \$752,653 | \$700,000 | \$153,232 | \$752,653 |
| 10-00-90-582-000 | WU/Inflows/Outflows** | -\$41,932 | \$0 | -\$41,932 | -\$41,932 | -\$41,932 | -\$41,932 | -\$27,954 | -\$41,932 |
| 10-00-00-582-000 | 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 |
| 10-00-00-590-000 | WU/Transfers to/from Other Funds | \$0 | \$0 | \$0 | \$0 | -\$2,987,016 | \$0 | \$0 | \$0 |
| 10-00-00-590-001 | WU/Transfers to Other Funds (DSR) | \$0 | -\$100,000 | \$0 | -\$100,000 | \$0 | -\$200,000 | \$0 | \$0 |
| 10-00-00-590-002 | WU/Transfers to Other Funds (ER) | \$0 | \$400,000 | \$0 | \$600,000 | \$0 | \$800,000 | \$0 | \$0 |
| 10-00-00-602-000 | WU/Loan Proceeds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 10-00-00-682-000 | 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 |
| 20-00-00-590-000 | FRC/Transfers to Other Funds | \$0 | \$2,080,486 | \$0 | \$1,000,000 | \$585,510 | \$0 | \$0 | \$0 |
| 30-31-10-541-010 | Bond/Transfers to Other Funds | \$17,318 | \$24,000 | \$0 | \$15,000 | \$13,664 | \$24,000 | \$7,601 | \$12,000 |
| 60-00-00-590-000 | 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 |
|--|--|------------------------|------------------------|------------------------|----------------------------|--------------------------|----------------------------|--------------------------|
| Operating Expenses | | \$4,530,088 | \$5,158,368 | \$6,674,677 | \$5,023,638 | \$6,406,677 | \$4,073,305 | \$6,213,677 |
| 10-40-50-501-001 | WU/Ops/Power/Pump/Exc-Kalaheo | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 10-40-50-501-002 | WU/Ops/Power/Pump/Exc-Kilauea | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 10-40-60-540-010 | WU/Ops/TandD/Professional Services - General | \$0 | \$0 | \$325,001 | \$0 | \$1 | \$0 | \$1 |
| 10-40-60-541-010 | WU/Ops/TandD/Other Services | \$993 | \$640 | \$2,000 | \$294 | \$2,000 | \$662 | \$2,000 |
| 10-40-50-543-000 | WU/Ops/Power/Pump/Communication Services | \$36,194 | \$0 | \$0 | \$215 | \$0 | \$0 | \$0 |
| 10-40-60-545-000 | WU/Ops/TandD/Rentals and Leases | \$69,831 | \$4,713 | \$70,000 | \$38,903 | \$50,000 | \$10,408 | \$50,000 |
| 10-40-50-551-000 | 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 |
| 10-40-50-560-000 | WU/Ops/PandP/Repairs and Maintenance - Water System | \$8,292 | \$5,730 | \$50,000 | \$40,658 | \$50,000 | \$5,695 | \$40,000 |
| 10-40-60-560-000 | WU/Ops/TandD/Repairs and Maintenance - Water System | \$35,050 | \$306,772 | \$171,000 | \$110,775 | \$171,000 | \$247,204 | \$171,000 |
| 10-40-60-561-000 | WU/Ops/TandD/Repairs and Maintenance - Other than Water System | \$207,879 | \$103,933 | \$228,000 | \$73,912 | \$209,000 | \$63,887 | \$285,000 |
| 10-40-30-563-000 | WU/Ops/Source/Operating Supplies | \$38,008 | \$49,962 | \$75,000 | \$52,877 | \$60,000 | \$46,450 | \$210,000 |
| 10-40-40-563-000 | WU/Ops/Purification/Operating Supplies | \$34,245 | \$48,115 | \$78,000 | \$115,070 | \$101,000 | \$40,982 | \$91,000 |
| 10-40-50-563-000 | WU/Ops/PandP/Operating Supplies | \$36,568 | \$22,616 | \$95,000 | \$53,144 | \$185,000 | \$164,259 | \$35,000 |
| 10-40-60-563-000 | WU/Ops/TandD/Operating Supplies | \$251,688 | \$22,616 | \$250,000 | \$590,894 | \$255,000 | \$265,180 | \$255,000 |
| 10-40-50-563-010 | WU/Ops/PandP/Operating Supplies/Invty. Stock | \$1,857 | \$6,580 | \$15,000 | \$0 | \$15,000 | \$11,873 | \$15,000 |
| 10-40-60-563-010 | WU/Ops/TandD/Operating Supplies/Invty. Stock | \$119,269 | \$260,804 | \$646,000 | \$0 | \$646,000 | \$139,710 | \$386,000 |
| 10-40-60-564-000 | WU/Ops/TandD/Fuel | \$82,695 | \$81,993 | \$115,500 | \$101,324 | \$115,500 | \$83,216 | \$122,500 |
| 10-40-30-565-000 | 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 |
| 10-40-60-571-010 | WU/Ops/TandD/Training & Development | \$31,519 | \$12,177 | \$30,000 | \$22,085 | \$25,000 | \$20,373 | \$25,000 |
| 10-40-60-572-010 | WU/Ops/TandD/Travel & Per Diem | \$3,980 | \$3,321 | \$6,000 | \$6,983 | \$6,000 | \$5,308 | \$6,000 |
| 10-40-60-573-010 | WU/Ops/TandD/Meeting Expense | \$0 | \$0 | \$8,000 | \$4,525 | \$0 | \$1,000 | \$0 |
| Miscellaneous Capital Purchases | | \$489,703 | \$161,043 | \$998,000 | \$396,133 | \$815,000 | \$396,133 | \$760,200 |
| 10-40-00-604-999 | WU/Ops/Capital Outlay - R&R/Misc. Capital Purchases | \$418,234 | \$151,172 | \$670,000 | \$305,102 | \$340,000 | \$305,102 | \$742,000 |
| 10-40-00-605-999 | WU/Ops/Capital Outlay - Expansion/Misc. Capital Purchases | \$71,469 | \$9,872 | \$328,000 | \$91,031 | \$475,000 | \$91,031 | \$18,200 |
| Capital Outlay | | \$0 | \$0 | \$0 | \$0 | \$1 | \$212,679 | \$2,840,000 |
| 10-40-00-604-166 | WU/Ops/Capital Outlay - R&R/SWTP Water Treatment Delivery Agreeeme | \$0 | \$0 | \$0 | \$0 | \$1 | \$212,679 | \$2,840,000 |
| SUMMARY OF OPERATING EXPENSES | | <u>\$4,530,088</u> | <u>\$5,158,368</u> | <u>\$6,674,677</u> | <u>\$5,023,638</u> | <u>\$6,406,677</u> | <u>\$4,073,305</u> | <u>\$6,213,677</u> |
| SUMMARY OF CAPITAL PURCHASES | | <u>\$489,703</u> | <u>\$161,043</u> | <u>\$998,000</u> | <u>\$396,133</u> | <u>\$815,000</u> | <u>\$396,133</u> | <u>\$760,200</u> |
| SUMMARY OF CAPITAL OUTLAY | | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$1</u> | <u>\$212,679</u> | <u>\$2,840,000</u> |
| OPERATING EXPENSES PLUS CAPITAL OUTLAY | | <u>\$5,019,791</u> | <u>\$5,319,411</u> | <u>\$7,672,677</u> | <u>\$5,419,772</u> | <u>\$7,221,678</u> | <u>\$4,682,118</u> | <u>\$9,813,877</u> |

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

\$0

\$0

\$325,001

\$0

\$1

\$1

| Line Item | Notes | FY 2016 - 2017 Actual | FY 2017 - 2018 Actual | FY 2018 - 2019 Budget | FY 2018 - 2019 Actual | FY 2019 - 2020 Proposed | FY 2019 - 2020 Actual | FY 2020 - 2021 Proposed |
|---|--|-----------------------|-----------------------|-----------------------|-----------------------|-------------------------|-----------------------|-------------------------|
| Design services for emergency generators housing structures at remote sites | Engineering design for structures at remote sites to protect portable emergency generators; emergency generator evaluation for SWTP -P.E.R. only Phase I (budget was moved to Engineering) | | | \$0 | | | | |
| Phase II of generator shelter design | Actual design services for remote site emergency generator and shelters | | | | | | | |
| Design services for Kilauea MCC replacement | | | | | | | | |
| Design Services for old Admin Building Renovation | Preliminary Engineering Report and Assessment | | | \$0 | | | | |
| Baseyard Renovation | Preliminary Engineering Report and Assessment | | | \$275,000 | | | | |
| Medical Practitioner | Independent Medical Examiner - to examine employees with established patterns of sick leave abuse | | | \$1 | | \$1 | | \$1 |
| Various MCC Refurbishments PER | Preliminary Engineering Report and Assessment | | | \$50,000 | | | | |
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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 |
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TOTAL: WU/Ops/TandD/Repairs and Maintenance - Other than Water System **\$207,879** **\$103,933** **\$228,000** **\$73,912** **\$209,000** **\$63,887** **\$285,000**

| Line Item | Notes | FY 2016 - 2017 Actual | FY 2017 - 2018 Actual | FY 2018 - 2019 Budget | FY 2018 - 2019 Actual | FY 2019 - 2020 Proposed | FY 2019 - 2020 Actual | FY 2020 - 2021 Proposed |
|---------------------------------|---|-----------------------|-----------------------|-----------------------|-----------------------|-------------------------|-----------------------|-------------------------|
| Rehab and Restoration Services | Roadway rehab and repairs | | | \$75,000 | | \$55,000 | | \$55,000 |
| Baseyard Parking Lot | Baseyard Parking Lot | | | \$0 | | \$0 | | \$0 |
| Vehicle maintenance and service | Outside repair services and maintenance. | | | \$75,000 | | \$55,000 | | \$55,000 |
| Debris and HazMat Disposal | Landfill and Off-Island disposal | | | \$20,000 | | \$20,000 | | \$20,000 |
| Building Equipment Repairs | Building Equipment Repairs | \$0.00 | | \$10,000 | | \$10,000 | | \$10,000 |
| A/C & Refrigerator Maintenance | A/C & Ref. Maint. For OPS Bldg., Microlab, New Admin Bldg., Old Admin Bldg. | | | \$40,000 | | \$40,000 | | \$40,000 |
| Elevator Maintenance | Elevator Maint. For New Admin Bldg., & Microlab | | | \$5,000 | | \$5,000 | | \$5,000 |
| Fire Protection | Fire Extinguishers | | | \$3,000 | | \$4,000 | | \$5,000 |
| Alarm Service | Alarm Services and Maintenance | | | | | \$20,000 | | \$20,000 |
| Offices | Operations offices | | | | | | | \$75,000 |
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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 |
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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 | | |
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TOTAL: WU/Ops/Capital Outlay - R&R/Misc. Capital Purchases **\$418,234** **\$845,000** **\$151,172** **\$670,000** **\$722,596** **\$340,000** **\$305,102** **\$742,000**

| Line Item | Notes | FY 2016 - 2017 Actual | FY 2017 - 2018 Budget | FY 2017 - 2018 Actual | FY 2018 - 2019 Proposed | FY 2018 - 2019 Actual | FY 2019 - 2020 Proposed | FY 2019 - 2020 Actual | FY 2020 - 2021 Proposed |
|---|--|--------------------------|--------------------------|--------------------------|----------------------------|--------------------------|----------------------------|--------------------------|----------------------------|
| Mini-Excavator | Replace Skid Steer Loader | | \$65,000 | | | | | | |
| Leak Detection Equipment | Replacing Outdated and Non-Functioning Loggers and Pipe Locators | | \$55,000 | | | | | | |
| 4x4 P/U truck with Accessories | Replacing 2007 CK1957 due to mileage | | \$55,000 | | | | | | |
| Medium Duty P/U Truck with Utility Body | Replacing 2004 F450 (4x4) CK1785 due to mileage | | \$220,000 | | \$110,000 | | | | |
| Generators Repair | Body repair work for existing generators | | | | \$70,000 | | | | |
| Fuel Master | Replace Gas Boy | | | | \$25,000 | | | | |
| Pump and Motor Replacement | Pump and Motor Replacement - on going program | | \$300,000 | | \$300,000 | | \$300,000 | | \$300,000 |
| Dump Truck | Replace CK2020 due to age and mileage | | \$150,000 | | \$165,000 | | | | |
| 2 trailers | Replace trailers | | | | | | \$40,000 | | |
| 4x4 P/U truck with Accessories | Replace CK2143 2011 Dodge RAM 1500 | | | | | | | | \$60,000 |
| Generators | 150 KVA Emergency Generator (2 each) | | | | | | | | \$200,000 |
| Skid Steer Loaders | Replace SSL-4 and SSL-5 | | | | | | | | \$182,000 |
| Sewer Lift Station SCADA Control Panel | Replace existing lift station control panel | | | | | | | | \$0 |

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

| Line Item | Notes | FY 2016 - 2017 Actual | FY 2017 - 2018 Budget | FY 2017 - 2018 Actual | FY 2018 - 2019 Proposed | FY 2018 - 2019 Actual | FY 2019 - 2020 Proposed | FY 2019 - 2020 Actual | FY 2020 - 2021 Proposed |
|--|--|--------------------------|--------------------------|--------------------------|----------------------------|--------------------------|----------------------------|--------------------------|----------------------------|
| 6 tablets or laptops | 6 Tablets for Remote Access to DOW Assets Information | | | | | | \$15,000 | | |
| 18' tilt deck trailer | trailer for tractor shredder | | | | | | \$10,000 | | |
| Tractor/Shredder/Sprayer | Multi-purpose Equipment for Maintenance Workers | | | | | | \$45,000 | | |
| 4x4 P/U truck | Multi-purpose p/u w/hydraulic lift for new Utility Worker/Meter Mechanic/Water Service Inv | | | | | | \$45,000 | | |
| Dump truck/trailer/excavator | Equipment for new Equipment Operator II | | | | | | \$250,000 | | |
| F450 p/u w/utility body | work truck for new Maintenance Worker Crew | | | | | | \$110,000 | | |
| F150 pickup with utility body | Water Service Leak Investigtor needs vehicle | | | | | | | | |
| Leak Detection Equipment | Updated Equipment for Leak Detection | | | | | | | | |
| Utility Cart with trailer or truck bed | Equipment for office personnel to transport transmittals and parcel deliveries. Protection from the elements | | | | \$8,000 | | | | |
| 4x4 P/U truck | service vehicle for Groundskeeper | | | | \$30,000 | | | | |
| 4x4 P/U truck | service vehicle for Field Superintendent | | | | \$60,000 | | | | |
| Emergency Generators | Puupilo Booster-70KW; Nursery Booster-10KW; Baseyard-125KW; Wainiha Redwood-10KW | | | | \$200,000 | | | | |
| Large Tools | Auto shop heavy duty post lift (15-18K lbs); tire Chager & tire Balancer | | | | \$30,000 | | | | |
| Tanker Truck | Potable water tanker truck to supplement water delivery and road cleaning after repairs | | \$200,000 | | | | | | |
| 2-4x4 P/U Truck with Utility Body | Service Vehicles for Plant Electrician and Welder | | \$140,000 | | | | | | |
| New 2-way and handheld radios | 6 vehicular radios and 3 handheld | | | | | | | | |
| Brake Equipment | Brake equipment for auto mechanics | | \$15,000 | | | | | | |
| Brush mower | Mower attachment for mini-excavator with HI-Flow Kit | | \$65,000 | | | | | | |
| Compressor | Trailer mounted compressor | | \$30,000 | | | | | | |
| Light tower | 2-trailer mounted light tower | | \$50,000 | | | | | | |
| Inventory Scanners includes Programming and Implementation | | | | | | | | | \$18,200 |

Department of Water
County of Kauai
FY 2020-2021

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

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

**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> |
| Water Utility Fund | | | | | | | |
| ADMIN | | 901,816.04 | 950,272.63 | 1,040,377.49 | 1,415,946.49 | 507,465.24 | 1,378,969.92 |
| 10-01-10-510-010 | WU/Admin/Admin/Salaries and Wages | 561,707.14 | 614,324.00 | 655,545.19 | 871,128.00 | 348,638.31 | 827,571.00 |
| 10-01-10-510-015 | WU/Admin/Admin/Salaries and Wages - Other | | | | 45,000.00 | | 45,000.00 |
| 10-01-10-510-020 | WU/Admin/Admin/Temporary Assignment | 2,845.29 | 10,814.09 | 9,394.98 | 2,000.00 | 2,502.20 | 2,000.00 |
| 10-01-10-510-030 | WU/Admin/Admin/Overtime | 38,213.87 | 23,340.03 | 24,218.60 | 30,000.00 | 20,842.46 | 30,000.00 |
| 10-01-10-510-040 | WU/Admin/Admin/Standby Pay | 390.40 | | | - | | - |
| 10-01-10-520-040 | WU/Admin/Admin/Compensated Annual leave | | | | 90,000.00 | | 90,000.00 |
| 10-01-10-520-040 | WU/Admin/Admin/Compensated CT | | | | 10,000.00 | | 10,000.00 |
| 10-01-10-530-010 | WU/Admin/Admin/FICA Taxes | 42,472.85 | 49,319.20 | 49,371.14 | 80,182.00 | 26,897.42 | 76,849.68 |
| 10-01-10-530-020 | WU/Admin/Admin/Retirement Contributions | 208,649.35 | 211,494.08 | 247,866.36 | 220,688.06 | 79,500.32 | 230,297.04 |
| 10-01-10-530-030 | WU/Admin/Admin/Life and Health Insurance | 47,537.14 | 40,981.23 | 53,981.22 | 66,949.12 | 29,084.53 | 67,252.20 |
| I.T. | | 315,235.20 | 359,163.89 | 356,499.18 | 334,668.51 | 120,348.05 | 388,033.95 |
| 10-02-10-510-010 | WU/IT/Admin/Salaries and Wages | 160,361.59 | 194,141.00 | 193,677.00 | 214,258.00 | 63,235.23 | 244,633.50 |
| 10-02-10-510-020 | WU/IT/Admin/Temporary Assignment | 1,105.38 | 221.20 | 2,365.42 | 500.00 | 8,828.63 | 500.00 |
| 10-02-10-510-030 | WU/IT/Admin/Overtime | 48,773.82 | 44,621.74 | 33,358.14 | 30,000.00 | 15,104.05 | 30,000.00 |
| 10-02-10-510-040 | WU/IT/Admin/Standby Pay | | | | - | | - |
| 10-02-10-530-010 | WU/IT/Admin/FICA Taxes | 15,046.33 | 17,843.61 | 20,666.00 | 18,724.00 | 5,839.52 | 21,047.71 |
| 10-02-10-530-020 | WU/IT/Admin/Retirement Contributions | 77,651.55 | 90,218.03 | 90,206.48 | 53,847.00 | 17,399.26 | 66,032.04 |
| 10-02-10-530-030 | WU/IT/Admin/Life and Health Insurance | 12,296.53 | 12,118.31 | 16,226.14 | 17,340.00 | 9,941.36 | 25,820.70 |
| WATER QUALITY | | 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 |
| ENGINEERING | | 407,261.81 | 381,265.81 | 321,314.07 | 510,008.24 | 166,367.14 | 406,038.92 |
| 10-20-10-510-010 | WU/Eng/Admin/Salaries and Wages | 243,947.20 | 229,591.00 | 195,245.50 | 358,838.00 | 113,951.77 | 280,944.70 |
| 10-20-10-510-020 | WU/Eng/Admin/Temporary Assignment | 4,218.18 | 6,008.52 | 6,705.13 | 8,500.00 | 861.31 | 1,000.00 |
| 10-20-10-510-030 | WU/Eng/Admin/Overtime | 23,766.51 | 18,322.22 | 8,087.88 | 10,000.00 | 3,595.46 | 10,000.00 |
| 10-20-10-510-040 | WU/Eng/Admin/Standby Pay | | | | | | |
| 10-20-10-530-010 | WU/Eng/Admin/FICA Taxes | 19,670.48 | 18,751.22 | 15,553.35 | 28,866.36 | 9,237.94 | 22,333.77 |
| 10-20-10-530-020 | WU/Eng/Admin/Retirement Contributions | 95,413.03 | 90,700.06 | 78,870.86 | 83,014.36 | 27,768.23 | 70,066.73 |
| 10-20-10-530-030 | WU/Eng/Admin/Life and Health Insurance | 20,246.41 | 17,892.79 | 16,851.35 | 20,789.52 | 10,952.43 | 21,693.72 |

| Account | Description | FY 2016 - 2017 | FY 2017 - 2018 | FY 2018 - 2019 | FY 2019-2020 | FY 2019 - 2020 | FY 2020-2021 |
|--------------------------------|--|-------------------|-------------------|-------------------|---------------------|-------------------|-------------------|
| | | Actual | Actual | Actual | Budget | Actual | Proposed Budget |
| CONSTRUCTION MANAGEMENT | | 528,520.74 | 512,244.52 | 579,089.08 | 1,031,848.57 | 327,020.06 | 833,332.83 |
| 10-21-10-510-010 | WU/Const/Admin/Salaries and Wages | 344,275.35 | 323,479.00 | 364,816.96 | 718,049.00 | 231,346.00 | 574,282.00 |
| 10-21-10-510-020 | WU/Cons/Admin/Temporary Assignment | | 1,081.40 | - | 5,000.00 | | 2,000.00 |
| 10-21-10-510-030 | WU/Cons/Admin/Overtime | 14,374.69 | 8,770.22 | 10,831.53 | 25,000.00 | 3,336.44 | 15,000.00 |
| 10-21-10-510-040 | WU/Cons/Admin/Standby Pay | | | | | | |
| 10-21-10-530-010 | WU/Cons/Admin/FICA Taxes | 25,929.62 | 24,298.69 | 27,351.52 | 57,225.75 | 17,444.91 | 45,233.07 |
| 10-21-10-530-020 | WU/Cons/Admin/Retirement Contributions | 129,751.38 | 123,801.47 | 139,428.87 | 164,570.78 | 52,111.62 | 141,907.68 |
| 10-21-10-530-030 | WU/Cons/Admin/Life and Health Insurance | 14,189.70 | 30,813.74 | 36,660.20 | 62,003.04 | 22,781.09 | 54,910.08 |
| WRP | | 677,803.00 | 720,596.91 | 748,438.84 | 781,812.96 | 396,998.18 | 806,472.02 |
| 10-22-10-510-010 | WU/Wrp/Admin/Salaries and Wages | 425,186.07 | 448,385.00 | 462,861.00 | 536,606.00 | 248,273.80 | 536,417.00 |
| 10-22-10-510-020 | WU/Wrp/Admin/Temporary Assignment | 824.80 | 1,533.99 | 5,645.97 | 5,000.00 | 3,266.85 | 5,000.00 |
| 10-22-10-510-030 | WU/Wrp/Admin/Overtime | 9,951.78 | 13,708.04 | 12,015.69 | 15,000.00 | 31,474.02 | 15,000.00 |
| 10-22-10-510-040 | WU/Wrp/Admin/Standby Pay | | | | | | |
| 10-22-10-530-010 | WU/Wrp/Admin/FICA Taxes | 29,733.29 | 32,782.50 | 33,338.14 | 42,580.36 | 19,590.16 | 42,565.90 |
| 10-22-10-530-020 | WU/Wrp/Admin/Retirement Contributions | 162,516.79 | 173,924.57 | 178,814.59 | 122,453.32 | 62,832.73 | 133,540.08 |
| 10-22-10-530-030 | WU/Wrp/Admin/Life and Health Insurance | 49,590.27 | 50,262.81 | 55,763.45 | 60,173.28 | 31,560.62 | 73,949.04 |
| FISCAL-BILLING | | 791,742.13 | 802,644.47 | 807,338.15 | 835,985.00 | 340,523.95 | 874,872.56 |
| 10-30-20-510-010 | WU/Bill/Colln/Salaries and Wages | 461,919.77 | 477,987.00 | 458,705.48 | 542,886.00 | 212,066.85 | 551,856.00 |
| 10-30-20-510-020 | WU/Bill/Colln/Temporary Assignment | 5,227.33 | 3,358.28 | 5,554.43 | 5,000.00 | 6,809.92 | 5,000.00 |
| 10-30-20-510-030 | WU/Bill/Colln/Overtime | 62,631.46 | 53,149.91 | 65,849.87 | 60,000.00 | 29,839.56 | 60,000.00 |
| 10-30-20-510-040 | WU/Bill/Colln/Standby Pay | | | | - | | - |
| 10-30-20-530-010 | WU/Bill/Colln/FICA Taxes | 37,253.29 | 37,160.41 | 39,088.98 | 46,503.28 | 17,642.36 | 47,189.48 |
| 10-30-20-530-020 | WU/Bill/Colln/Retirement Contributions | 190,998.54 | 196,161.19 | 193,936.57 | 133,734.92 | 54,535.22 | 148,045.44 |
| 10-30-20-530-030 | WU/Bill/Colln/Life and Health Insurance | 33,711.74 | 34,827.68 | 44,202.82 | 47,860.80 | 22,533.09 | 62,781.64 |
| FISCAL - ACCOUNTING | | 746,732.18 | 761,442.47 | 779,374.74 | 795,850.72 | 398,459.00 | 949,298.79 |
| 10-31-10-510-010 | WU/Acctg/Admin/Salaries and Wages | 406,898.03 | 447,502.00 | 454,216.14 | 506,989.00 | 250,920.10 | 612,757.00 |
| 10-31-10-510-020 | WU/Acctg/Admin/Temporary Assignment | 4,382.88 | 4,033.92 | 9,089.62 | 10,000.00 | 5,023.57 | 10,000.00 |
| 10-31-10-510-030 | WU/Acctg/Admin/Overtime | 79,401.27 | 51,231.33 | 49,115.51 | 60,000.00 | 35,391.74 | 60,000.00 |
| 10-31-10-510-040 | WU/Acctg/Admin/Standby Pay | | | | - | | - |
| 10-31-10-530-010 | WU/Acctg/Admin/FICA Taxes | 34,451.42 | 36,268.62 | 39,291.42 | 44,139.66 | 21,462.74 | 52,230.91 |
| 10-31-10-530-020 | WU/Acctg/Admin/Retirement Contributions | 177,864.49 | 181,912.05 | 187,296.47 | 126,937.58 | 62,722.35 | 163,861.68 |
| 10-31-10-530-030 | WU/Acctg/Admin/Life and Health Insurance | 43,734.09 | 40,494.55 | 40,365.58 | 47,784.48 | 22,938.50 | 50,449.20 |
| OPS - PLANT - SOURCE | | 396,368.60 | 520,008.41 | 480,829.60 | 590,112.12 | 277,539.22 | 653,770.21 |
| 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 |
| OPS - PLANT - PURIFICATION | | 366,519.49 | 338,533.98 | 290,438.90 | 346,752.41 | 169,238.24 | 439,121.42 |
| 10-40-40-510-010 | WU/Ops/Purification/Salaries and Wages | 185,999.05 | 187,861.00 | 143,359.68 | \$ 216,457.00 | 93,894.50 | \$ 273,786.00 |
| 10-40-40-510-020 | WU/Ops/Purification/Temporary Assignment | 1,295.98 | 885.27 | 2,088.56 | 1,500.00 | 3,414.47 | 1,500.00 |
| 10-40-40-510-030 | WU/Ops/Purification/Overtime | 40,341.47 | 27,233.46 | 35,655.27 | 30,000.00 | 25,051.01 | 30,000.00 |
| 10-40-40-510-040 | WU/Ops/Purification/Standby Pay | 9,691.64 | 8,826.60 | 8,338.32 | 10,000.00 | 4,556.24 | 10,000.00 |
| 10-40-40-530-010 | WU/Ops/Purification/FICA Taxes | 18,410.88 | 16,763.05 | 14,514.35 | 19,733.71 | 9,454.15 | 24,119.38 |
| 10-40-40-530-020 | WU/Ops/Purification/Retirement Contributions | 97,591.10 | 86,107.24 | 77,297.04 | 56,750.54 | 27,818.80 | 75,668.64 |
| 10-40-40-530-030 | WU/Ops/Purification/Life and Health Insurance | 13,189.37 | 10,857.36 | 9,185.68 | 12,311.16 | 5,049.07 | 24,047.40 |
| OPS - PLANT - POWER & PUMPING | | 273,200.64 | 289,952.07 | 317,751.28 | 300,746.05 | 166,143.66 | 301,639.86 |
| 10-40-50-510-010 | WU/Ops/PnP/Salaries and Wages | 164,471.07 | 177,370.00 | 187,056.00 | \$ 205,006.96 | 104,720.50 | \$ 202,211.92 |
| 10-40-50-510-020 | WU/Ops/PnP/Temporary Assignment | 2,089.78 | 3,865.90 | 5,769.80 | 4,000.00 | 1,882.32 | 4,000.00 |
| 10-40-50-510-030 | WU/Ops/PnP/Overtime | 11,769.64 | 8,533.74 | 15,224.32 | 8,000.00 | 13,774.51 | 8,000.00 |
| 10-40-50-510-040 | WU/Ops/PnP/Standby Pay | | | | | | |
| 10-40-50-530-010 | WU/Ops/PnP/FICA Taxes | 12,093.11 | 13,213.34 | 14,806.54 | 16,601.03 | 8,716.97 | 16,387.21 |
| 10-40-50-530-020 | WU/Ops/PnP/Retirement Contributions | 64,477.71 | 69,549.98 | 76,561.95 | 47,741.53 | 26,577.60 | 51,410.86 |
| 10-40-50-530-030 | WU/Ops/PnP/Life and Health Insurance | 18,299.33 | 17,419.11 | 18,332.67 | 19,396.52 | 10,471.76 | 19,629.86 |
| OPS - FIELD - TandD | | 3,147,051.63 | 3,068,716.09 | 3,206,815.68 | 3,594,239.36 | 1,613,098.78 | 3,665,471.70 |
| 10-40-60-510-010 | WU/Ops/TnD/Salaries and Wages | 1,515,887.78 | 1,593,799.00 | 1,676,458.90 | 2,189,736.00 | 921,744.88 | 2,179,850.50 |
| 10-40-60-510-020 | WU/Ops/TnD/Temporary Assignment | 17,536.58 | 19,864.56 | 32,346.36 | 25,000.00 | 15,394.77 | 25,000.00 |
| 10-40-60-510-030 | WU/Ops/TnD/Overtime | 243,254.53 | 230,811.55 | 239,382.82 | 210,000.00 | 144,385.40 | 210,000.00 |
| 10-40-60-510-040 | WU/Ops/TnD/Standby Pay | 172,110.24 | 187,515.12 | 183,787.68 | 185,000.00 | 106,122.22 | 185,000.00 |
| 10-40-60-530-010 | WU/Ops/TnD/FICA Taxes | 136,584.49 | 144,652.30 | 153,422.70 | 199,644.80 | 86,702.34 | 198,888.56 |
| 10-40-60-530-020 | WU/Ops/TnD/Retirement Contributions | 889,969.14 | 722,391.20 | 736,571.55 | 574,141.92 | 236,677.77 | 623,964.12 |
| 10-40-60-530-030 | WU/Ops/TnD/Life and Health Insurance | 171,708.87 | 169,682.36 | 184,845.67 | 210,716.64 | 102,071.40 | 242,768.52 |
| GRAND TOTALS | | 8,878,978.67 | 3,880,073.66 | 3,880,073.66 | 10,866,456.84 | 3,880,073.66 | 11,048,859.01 |
| 10-01-10-510-010 | WU/Admin/Admin/Salaries and Wages | 4,935,360.72 | 5,243,957.00 | 5,329,149.39 | 7,065,710.51 | 2,917,899.48 | 7,047,875.62 |
| 10-01-10-510-020 | WU/Admin/Admin/Temporary Assignment | 41,924.24 | 55,428.39 | 86,571.03 | 71,000.00 | 50,652.47 | 60,500.00 |
| 10-01-10-510-030 | WU/Admin/Admin/Overtime | 579,323.55 | 491,072.75 | 497,657.99 | 486,000.00 | 328,107.18 | 477,000.00 |
| 10-01-10-510-040 | WU/Admin/Admin/Standby Pay | 182,192.28 | 196,341.72 | 192,126.00 | 195,000.00 | 110,678.46 | 195,000.00 |
| 10-01-10-520-010 | WU/Admin/Admin/Compensated Annual leave | - | - | - | 90,000.00 | - | 90,000.00 |
| 10-01-10-520-030 | WU/Admin/Admin/Compensated CT | - | - | - | 10,000.00 | - | 10,000.00 |
| 10-01-10-530-010 | WU/Admin/Admin/FICA Taxes | 404,525.55 | 431,116.05 | 447,134.67 | 605,704.85 | 247,335.24 | 602,848.73 |
| 10-01-10-530-020 | WU/Admin/Admin/Retirement Contributions | 2,269,718.92 | 2,157,979.82 | 2,212,293.66 | 1,731,996.31 | 721,798.13 | 1,880,490.15 |
| 10-01-10-530-030 | WU/Admin/Admin/Life and Health Insurance | 465,933.41 | 471,556.60 | 517,237.21 | 611,045.16 | 289,733.70 | 685,144.50 |
| Budget Increase | | | | | 1,118,740.85 | | 182,402.17 |

New Business

H. NEW BUSINESS

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

TO BE RECEIVED FOR THE RECORD

DEPARTMENT OF WATER

County of Kaua'i

"Water has no Substitute – Conserve It!"

MANAGER'S REPORT No. 20-52

May 28, 2020

Re: 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

RECOMMENDATION:

It is recommended that the Board approve additional funds for the subject project related to proposed change order #9 and additional contingency for construction.

FUNDING:

Approved Budget to date:

| | |
|--|----------------------|
| 30-21-00-605-118 BAB Bond/ Capital Outlay-EXP/WK-39 | \$1,535,000.00 |
| 10-21-00-605-118 WU/ Capital Outlay – EXP/WK-39 | <u>\$ 750,000.00</u> |
| Total Approved Funding in FY 17-18 Budget = | \$2,285,000.00 |

| | |
|--|--------------|
| 30-21-00-605-118 BAB Bond/ Capital Outlay-EXP/WK-39 | \$ 95,208.36 |
| Per March and August 2019 Board Meetings | |

| | |
|-------------------------|-----------------------|
| Total Approved Funding: | <u>\$2,380,208.36</u> |
|-------------------------|-----------------------|

| | |
|---|---------------------|
| Construction Contract No. 656 | \$ 2,176,400.00 |
| Approved Change Order No. 1 | \$ 20,000.00 |
| Approved Change Order No. 2 | \$ 23,853.47 |
| Approved Change Order No. 3 | \$ 88,083.90 |
| Approved Change Order No. 4 | \$ -1,371.55 |
| Approved Change Order No. 5 | \$ 15,641.30 |
| Approved Change Order No. 6 | \$ 27,601.24 |
| Approved Change Order No. 7 | \$ 22,637.99 |
| Approved Change Order No. 8 (days only while awaiting Esaki resolution) | \$ 0.00 |
| Proposed Change Order No. 9 (COVID 19 Stop Work Order) | \$ 8,642.00 |
| Proposed additional contingency | \$ 10,000.00 |

| | |
|------------------------|-----------------|
| Total Funding Required | \$ 2,391,488.35 |
|------------------------|-----------------|

| | |
|--|-----------------------|
| Total Certified Funding to Date as of August 2019 Board meeting: | <u>\$2,380,208.36</u> |
|--|-----------------------|

| | |
|---|---------------------|
| Additional Funds Requested for, 30-21-00-605-118 | |
| BAB / Capital Outlay – EXP/WK-39 | <u>\$ 11,279.99</u> |

BACKGROUND:

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 PROJECT: This scope consists of furnishing all materials, labor, tools, and equipment for installation of twenty-two drain manholes, one drain inlet, approximately 3,550 linear feet of 18-inch reinforced concrete drain line, a retention basin with headwall, grouted rubble pavement overflow and grass berm, chain link fence, and removal of existing wall and existing chain link fence.

WATER PLAN 2020 PROJECT NO. WK-39 DRILL & DEVELOP KAPA‘A WELL NO. 4: This scope consists of furnishing all materials, labors, tools, and equipment and appurtenances to drill, case, and pump test a new 12-inch diameter, 550-foot deep drinking water well. The well site is located at the existing Ornellas tank site, at the intersection of Kawaihau Road and Ka‘apuni Road in Kapa‘a, Kaua‘i, Hawai‘i.

The project notice to proceed was issued on June 30, 2018. To date, the construction is a little over 47% completed as a majority of the work has been concentrated on the well drilling. The majority of the project’s costs are related to the drainage package, which has been delayed by unanticipated conditions and subsequent re-designs. To date the following change orders have been approved:

Approved change order #1: Per the contract requirements, if additional drilling was necessary during the pilot borehole process at the direction of the well engineer of record, the Department would require additional drilling at an additional cost. Subsequently, during the pilot borehole drilling, the contractor was required to drill an additional 20 feet at a cost of \$20,000.00 with an additional 24 calendar day extension.

Approved change order #2: The design team recognized conflicts and re-designed via Request for Information (RFI) #11. The design team provided three (3) revised plan sheets that required structure modifications: a CRM wall was added with fencing, additional grading, and a reduction in curbing. The cost was \$23,853.47 with an additional 22 calendar day extension.

Approved change order #3: There were issues with the survey control data which were revised by the design team via RFI 24 & 26 responses. There were differences between the design survey and construction survey, in some cases as much as 1.01 feet. To fix the discrepancy, the design team revised a total of five (5) plan sheets which affected approximately 3,300 LF of the 3,600 linear feet (station 0+15 to 33+01) of drain line grades and numerous manhole structures. The contractor submitted a change request in the amount of \$91,367.00 for the additional geotechnical, surveying, and construction work required to complete construction related to the design conflicts at a cost of \$88,083.90 with an additional 84 calendar day extension. At the March 22, 2019 Board meeting, additional funding was approved to compensate the contractor for this additional scope of work. A contingency of \$20,000 was also included in the additional funds approved for the contract.

Approved change order #4: The DOW CM Division requested a credit for bonding and taxes that were to be included in the percentage of overhead and profit for previous change orders. The credit amounted to \$1,371.55.

Approved change order #5: Per RFI 40, the contractor encountered an underground structure that was not shown on the approved plans that had to be removed. Per RFI 40 response, the contractor was directed to re-excavate the area, demolish & remove existing concrete sides and top within

the limits of the drain line trench. The scope includes fill, forming and pouring of CLSM, placing and compacting base course, cold mix, and traffic control. The additional work was approved with an additional 7 calendar day time extension.

Approved Change order #6 (reference Manager's Report No. 20-05): Per approved RFI 35, the contractor encountered an existing SCADA conduit on the project site which was not shown on the approved plans. This conduit conflicts with the new drain line installation and it is anticipated that there will be an additional cost of \$27,601.24 to relocate this conduit and an additional 28 calendar day time extension for the scope of work.

Additional contingency request: An additional contingency of \$30,000 was also requested via Manager's Report No. 20-05 for any potential future change order requests which may be required. The intent in requesting the \$30,000 in contingency funds was to avoid any further delays to complete the contract while awaiting Board approval of additional funds.

Approved Change Order #7 (Drainage ditch design delays)

The Esaki Drainage system delays require a change order to compensate contractor for delays costs such as overhead related to trailer, demobilization and remobilization as well as grass stabilization for the graded areas to be compliant with NPDES requirements. The cost was 22,637.99 and added 30 calendar days.

Approved Change Order #8 (Drainage ditch delays)

The Esaki Drainage system resolution has taken longer than expected. In order to maintain a current contract each month, time extension of \$0 and 30 calendar days. These monthly extensions will continue until the Esaki situation is resolved.

Proposed Change Order #9 (COVID19 Stop Work Order-Delays)

On March 25, 2020 the DOW issued a stop work order to all field construction. The order was lifted on April 30, 2020. During the stop work order, NPDES requirements were still in effect and there were a few overhead items. The proposed change order of \$8,642.00 and 38 calendar days are attributed to this COVID19 time period in which work resumed on May 4, 2020.

Additional contingency request: An additional contingency of \$10,000 is also requested in contingency funds to avoid any further delays to complete the contract while awaiting Board approval of additional funds during the Esaki drainage system resolution time period.

The contractor submitted a change request in the amount of \$8,642.00 for the COVID 19 delays and requests 38 calendar day time extension related to the COVID 19 stop work order. The Department has reviewed the contractor's proposed change order #9 request and we find it to be fair and reasonable. We recommend approval of the additional funding in the amount of \$11,279.99 for the proposed change order #9 and additional contingency.

OPTIONS:

Option 1: Approve additional funds in the amount of \$11,279.99 for the proposed changes to the project.

Pros: The contractor can be compensated for the unforeseen COVID19 stop work order time period and construction can continue while we await the Esaki resolution.

Cons: The cost of the project is higher than anticipated and an additional time would be needed to complete the project.

Option 2: Do not approve the additional funds in the amount of \$11,279.99 for the proposed changes to the project.

Pros: The Department would not spend more than previously approved and the project would not be delayed further from the changes associated with the requested change order.

Cons: Contractor would not be compensated for the COVID19 related delays and project completion could be further delayed besides the Esaki Drainage resolution.

DM/ein

Attachments:

1. COVID19 Delays – Kapa'a Well 4
2. COVID19 Contract No. 656, Emergency Work Order
3. COVID19 Contract No. 656, Cancellation, Emergency Stop Work Order

Mgrrp/May 2020/20-52/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 (5-28-20):ein



P.O. Box 1326 Phone 808-246-8808
Lihue, HI 96766 Fax 808-246-8812
License # AC-24741

May 8, 2020

County of Kauai
Department of Water
ATTN: Dustin Moises
4398 Pua Loke Street
Lihue, HI 96766

RE: Develop Kapa'a Homesteads Well No. 4 & Package A – Well and Drainage Package, Contract No. 656 Delays Associated with COVID-19 Pandemic

Dustin,

On March 25, we received an **EMERGENCY STOP WORK ORDER** that directed us to stop work on this project as of that date in response to Governor Ige's Third Supplemental Proclamation, dated March 23, 2020. This proclamation required all persons in the State to stay home starting March 25, 2020, through April 30, 2020.

We have incurred cost and delays associated with this delay. Please see attached CHANGE ORDER REQUEST for a breakdown of the associated costs that have been incurred during the STOP WORK period, as well as an explanation for these charges. Also included are the BMP INSPECTION REPORTS that were completed during this time period.

Our subcontractor (Oasis Water Systems) incurred three crew hours while demobilizing from the site, and they will incur an estimated four crew hours to remobilize and set up over the well casing.

We were required to maintain compliance with NPDES and DOH Clean Water Branch during this shutdown. This involved daily site visits (26 times) to see if it had rained over night and to record the rainfall on the log in the office trailer. We had to complete eight BMP inspections, either because there were rain events that exceeded $\frac{1}{4}$ " or because one week had lapsed since our last inspection. We then had to take photos, draft the reports, and upload all to PMWeb for review and approval. We also had to maintain the sites by weed trimming to keep the vegetation down and the site accessible

If acceptable, please issue a change order for \$8,642, along with a 38 calendar day time extension. If there are any questions or comments, please advise.

Sincerely,



Bryan Davidson,
Project Manager/Superintendent

Attachments:

- 1.) CHANGE ORDER REQUEST Dated ~~4/30/20~~ Rev. 2 - 5/8/20
- 2.) Oasis Water Systems CHANGE ORDER REQUEST Dated ~~4/30/20~~ Rev. 2 - 5/8/20
- 3.) Oasis Water Systems Weekly Time & Job Recap for Kapa & Logan Week of 4/3/20 to 4/9/20
- 4.) BMP INSPECTION FORMS dated 3/26/20, 3/30/20, 3/31/20, 4/6/20, 4/8/20, 4/15/20, 4/22/20, 4/29/20.

Cc: File

CHANGE ORDER REQUEST

Contractor Earthworks Pacific, Inc Date: 4/30/2020-Rev 2. 5/8/20
 Project Package A & Kapa'a Wells Contract No. Job 02-14 WK39; WK 08

Delays associated with COVID-19 pandemic. Office trailer rental, BMP inspections & maintenance as required to maintain compliance with DOH-CWB regulations.

| | NO. | QUANT. | UNIT | RATE | COST | TOTAL |
|---|-----|--------|------|--------------------------------|------------|-------------------|
| A. LABOR | | | | | | |
| Supervisor | 1 | 40 | Hrs. | \$32.50 | \$1,300.00 | |
| | | | Hrs. | | | |
| | | | Hrs. | | | |
| | | | Hrs. | | | |
| | | | Hrs. | | | |
| SUBTOTAL | | | | | | \$1,300.00 |
| FRINGES | | | | | | |
| Supervisor | 1 | 40 | Hrs. | \$28.70 | \$1,148.00 | |
| | | | Hrs. | | | |
| | | | Hrs. | | | |
| | | | Hrs. | | | |
| | | | Hrs. | | | |
| SUBTOTAL | | | | | | \$1,148.00 |
| OH/PROFIT on Labor Plus Fringes | 1 | | | 20% | \$2,448.00 | \$489.60 |
| B. *LABOR INS. & TAX on (A.) | 1 | | | 23.00% | \$1,300.00 | \$299.00 |
| C. OH/PROFIT on (B.) | | | | 6% | \$299.00 | \$17.94 |
| TOTAL LABOR | | | | | | \$3,254.54 |
| D. MATERIALS | | | | | | |
| Water usage for grassing | 1 | 1 | MO | \$84.00 | \$84.00 | |
| Meter Fees for 2" Hydrant Meter | 1 | 1 | MO | \$181.00 | \$181.00 | |
| SUBTOTAL | | | | | | \$265.00 |
| OH & PROFIT | | | | | | 20% |
| TOTAL MATERIALS | | | | | | \$318.00 |
| E. EQUIPMENT | | | | | | |
| P-522 Ford F150 | 1 | 40 | Hrs. | \$16.17 | \$646.80 | |
| 8' x 20' Office Trailer Rental | 1 | 1 | MO | \$700.00 | \$700.00 | |
| TOTAL EQUIPMENT | | | | | | \$1,346.80 |
| F. SUBCONTRACTORS | | | | | | |
| Oasis Well Drilling - Break Down, Demobilize & Remobilize | 1 | 1 | LS | \$3,384.04 | \$3,384.04 | |
| SUBTOTAL | | | | | | \$3,384.04 |
| OH & PROFIT | | | | | | 10% |
| TOTAL MATERIALS | | | | | | \$3,722.44 |
| DESCRIPTION: BMP inspections, reports, maintenance during COVID-19 shut-down. Also, office trailer rental for one month, water meter and water usage fees for grassing (estimated). Inspections, photos, reports 3/26/20, 3/30/20, 3/31/20, 4/6/20, 4/8/20, 4/15/20, 4/22/20, 4/29/20, total of 24 hours for inspections, reports & minor maintenance. Site inspections completed by Brandon Ezaki. Total of 16 hours for well site maintenance and vegetation trimming and Outfall site maintenance and vegetation trimming. All maintenance work completed by Brandon Ezaki. | | | | | | |
| *Public Liability & Property Damage Insurances, Social Security & Federal Unemployment Taxes, Workmen's Compensation & State Unemployment Contributions. To be based on approved contractor documentation. | | | | TOTAL | | \$8,641.78 |
| | | | | Bond Fee | 0% | \$0.00 |
| | | | | Subcontractor Total | | |
| | | | | Subtotal | | \$8,641.78 |
| | | | | State Excise Tax | | \$0.00 |
| | | | | GRAND TOTAL THIS REPORT | | \$8,641.78 |

Oasis Water Systems CHANGE ORDER REQUEST

Contractor Earthworks Pacific, Inc Date: 4/30/2020-Rev 2. 5/8/20
 Project Package A & Kapa'a Wells Contract No. Job 02-14 WK39; WK 08

| DESCRIPTION | NO. | QUANT. | UNIT | RATE | COST | TOTAL | |
|--|-----|--------|------|-------------------------|------------|------------|--------|
| A. LABOR | | | | | | | |
| Operator | 1 | 7 | Hrs. | \$42.59 | \$298.13 | | |
| Foreman | 1 | 7 | Hrs. | \$29.35 | \$205.45 | | |
| Labrorer | 1 | 7 | Hrs. | \$29.35 | \$205.45 | | |
| SUBTOTAL | | | | | | \$709.03 | |
| FRINGES | | | | | | | |
| Operator | 1 | 7 | Hrs. | \$34.39 | \$240.73 | | |
| Foreman | 1 | 7 | Hrs. | \$20.71 | \$144.97 | | |
| Labrorer | 1 | 7 | Hrs. | \$20.71 | \$144.97 | | |
| SUBTOTAL | | | | | | \$530.67 | |
| OH/PROFIT on Labor Plus Fringes | | | | 1 | 20% | \$1,239.70 | |
| B. *LABOR INS. & TAX on (A.) | | | | 1 | 21.23% | \$709.03 | |
| C. OH/PROFIT on (B.) | | | | | 6% | \$150.53 | |
| TOTAL LABOR | | | | | | \$1,647.20 | |
| D. MATERIALS | | | | | | | |
| SUBTOTAL | | | | | | \$0.00 | |
| OH & PROFIT | | | | 20% | \$0.00 | \$0.00 | |
| TOTAL MATERIALS | | | | | | \$0.00 | |
| E. EQUIPMENT | | | | | | | |
| Lattice Boom Truck With Winches | 1 | 4 | Hrs. | \$350.00 | \$1,400.00 | | |
| 1 Ton Labor Tool Truck, Welder | 1 | 7 | Hrs. | \$24.06 | \$168.42 | | |
| 1 Ton Labor Tool Truck | 1 | 7 | Hrs. | \$24.06 | \$168.42 | | |
| TOTAL EQUIPMENT | | | | | | \$1,736.84 | |
| F. SUBCONTRACTORS | | | | | | | |
| SUBTOTAL | | | | | | \$0.00 | |
| OH & PROFIT | | | | 10% | \$0.00 | \$0.00 | |
| TOTAL MATERIALS | | | | | | \$0.00 | |
| Description: Time required to break down and demobilize well tender truck (3 hrs), then remobilize and re-set truck over hole (4 Hrs, estimated) | | | | | | | |
| *Public Liability & Property Damage Insurances, Social Security & Federal Unemployment Taxes, Workmen's Compensation & State Unemployment Contributions. To be based on approved contractor documentation. | | | | TOTAL | | \$3,384.04 | |
| | | | | Bond Fee | | 0% | \$0.00 |
| | | | | Subcontractor Total | | | |
| | | | | Subtotal | | \$3,384.04 | |
| | | | | State Excise Tax | | 0.0000% | \$0.00 |
| | | | | GRAND TOTAL THIS REPORT | | \$3,384.04 | |

Weekly Time & Job Recap



Name: Yoon Kano

Start Date: 4/3/20 End Date: 4/9/20

| Date | Job | Work Description | Hours |
|------|----------------------------------|--|-------|
| Fri | molocai/ Kapahi/ Base yard | pull wire, inspect job, Break down pump rig, haul to base yard, wash pump rig, prep for Koloan job. | 8 |
| Sat | | | |

Weekly Time & Job Recap



Name: Logan yata

Start Date: April-3-2020 End Date: April-9-2020

| Date | Job | Work Description | Hours |
|---------------------------|------------------------------|---|-------|
| Fri April 3 2020 | molocai KAPahi Kilavea | go to molocai pull and replace wire. (take out wire only) go to base yard paint T4 drill rig. go to KAPahi drop down tower on pump truck, bring back to base yard wash pump rig, get ready pump rig | 8 |
| Sat | | | |



LETTER OF TRANSMITTAL

4398 PUA LOKE STREET,
LĪHU'E, KAUA'I, HAWAI'I 96766
PHONE: 808-245-5400 / FAX: 808-245-5813

DATE: March 25, 2020

| | |
|---|---|
| TO: Mr. Jeffrey Fisher Earthworks Pacific, Inc. 4180 Hoala Street Līhu'e, HI 96766 | JOB #: 02-14, WK-08, WK-39 RE: Package A-Well and Drainage Package (Job No. 02-14, WK-08), and Kapa'a Well 4 (WK-39) |
|---|---|

We are sending you the following items:

| COPIES | DESCRIPTION |
|--------|--------------------------------------|
| 1 EA | Emergency Stop Work Order (COVID-19) |
| | |


These are transmitted as checked below:

- | | | | |
|-------------------------------------|----------------------------|--------------------------|-------------------|
| <input type="checkbox"/> | For signature | <input type="checkbox"/> | Approved as Noted |
| <input type="checkbox"/> | For review and comment | <input type="checkbox"/> | Approved |
| <input type="checkbox"/> | For your use | <input type="checkbox"/> | Revise & Resubmit |
| <input checked="" type="checkbox"/> | Other (see comments below) | <input type="checkbox"/> | Rejected |

Aloha Mr. Fisher:

Enclosed for your records is the above referenced document for Contract No. 656. Please note, this applies to on-site work only. Administrative work may still resume (ex: PMWEB, etc.). Should you have any questions, please contact Dustin Moises at (808) 245-5459 or email at dmoises@kauaiwater.org.

Mahalo.

COPIES TO: FILE, CM, MK, FISCAL SIGNED:  Christine Erorita, Dept Contracts Officer

If enclosures are not as noted, kindly notify us at once.



March 25, 2020

Mr. Jeffrey Fisher
Earthworks Pacific, Inc.
4180 Hoala Street
Lihue, HI 96766

SUBJECT: **EMERGENCY STOP WORK ORDER** - CONTRACT NO. 656
Job No. 02-14, Water Plan 2020 Project No. WK-08, WK-39,
Package A-Well and Drainage Package

Dear Mr. Fisher,

All work for Contract No. 656 shall be suspended effective **IMMEDIATELY** until 11:59pm on APRIL 30, 2020.

The suspension is required to comply with the national emergency in response to the COVID-19 pandemic; Governor Ige’s Third Supplemental Proclamation, dated March 23, 2020 requiring all persons in the State to stay home or in their place of residence starting March 25, 2020, at 12:01 am and remain in place until 11 :59 pm on April 30, 2020; and Mayor Kawakami’s Emergency Rule No. 5, dated March 24, 2020, which incorporates and implements the Governor’s Third Supplementary Proclamation throughout the County of Kaua’i, and establishes further guidance and definitions for implementation, particularly with regard to exemption classifications set forth by the Governor, as follows:

| Governor’s Rule PART A | Local Rule |
|--|---|
| 10. Critical trades. Building and Construction Tradesmen and Tradeswomen, and other trades including but not limited to plumbers, electricians, exterminators, cleaning and janitorial staff for commercial and governmental properties, security staff, operating engineers, HVAC, painting, moving and relocation services, and other service providers who provide services that are necessary to maintaining the safety, sanitation, and essential operation of residences, essential activities, and essential businesses and operations; | Does not include new market home, or commercial construction. Essential maintenance and repairs only, and construction related to the response and recovery effort as directed by a governmental agency. Utility and refuse workers are critical trade employees if actively engaging in work for that business. |

Please find attached the Mayor’s Emergency Rule No.5 for your convenience.

Work that is not suspended by the Governor’s Proclamation including but not limited to compliance with chapter 342G, Hawai’i Revised Statutes, may continue until such time as the authorizing statute is suspended by a supplemental proclamation or rule, or until you are notified by the Department of Water. Please find attached Department of Health guidance dated March 23, 2020.

Please take all reasonable steps to minimize the occurrence of all costs, including subcontractors, allocable to the project during the period of work stoppage. To that end, please notify all subcontractors, if any, of this Emergency Stop Work Order. It is recommended that costs associated with the stopped work be accounted for separately so as to be easily tracked and readily identifiable as attributable to the Stop Work period.

Should you have any questions, please contact Dustin Moises of our Construction Management Division at (808) 245-5459 or via email at dmoises@kauaiwater.org.

Sincerely,

Dustin Moises

Dustin Moises (Mar 25, 2020)

Dustin Moises, Construction Management Division

cc: Christine Erorita, Departmental Contracts Officer (via email only)
Mahealani M. Krafft, Deputy County Attorney (via email only)



**OFFICE OF THE MAYOR
THE COUNTY OF KAUAI**

DEREK S. K. KAWAKAMI, MAYOR
MICHAEL A. DAHLIG, MANAGING DIRECTOR

Mayor's Emergency Rule #5

I. PURPOSE:

On March 13, 2020, the President of the United States of America declared a national emergency in response to the COVID-19 pandemic. On March 16, 2020, the President of the United States of America issued new Coronavirus Guidelines for America. The guidelines included avoidance of social gatherings in groups of more than 10 people. On March 17, 2020, Governor David Y. Ige issued a directive to slow the spread of COVID-19, he re-emphasized limiting social gatherings to groups of 10 people or less to follow Centers for Disease Control and Prevention (CDC) guidelines.

On the afternoon of March 23, 2020, Governor Ige issued a Third Supplementary Proclamation requiring all persons in the State to stay home or in their place of residence starting March 25, 2020, at 12:01 am and remain in place until 11:59 pm on April 30, 2020.

This rule incorporates and implements the Third Supplementary Proclamation throughout the County of Kauai, and establishes further guidance and definitions for implementation, particularly with regard to exemption classifications set forth by the Governor.

The Mayor incorporates the Governor's Rules with the **over-arching goal of limiting as much movement as possible** on island with four (4) goals in mind concerning essential activities:

- A. OBTAINING NECESSARY SUPPLIES AND SERVICES for family or household members and pets, such as groceries, food, and supplies for household consumption and use, supplies and equipment needed to work from home, and products necessary to maintain safety, sanitation and essential maintenance of the home or residence.
- B. ENGAGING IN ACTIVITIES ESSENTIAL FOR THE HEALTH AND SAFETY of family, household members and pets, including things such as seeking medical or behavioral health or emergency services and obtaining medical supplies or medication.

- C. CARING FOR a family member, friends, or pet in another household or residence, and to transport a family member, friend or their pet or essential health and safety activities, and to obtain necessary supplies and services.
- D. ENGAGING IN OUTDOOR EXERCISE ACTIVITIES such as walking, hiking, surfing, running, or biking, but only if appropriate social distancing practices are used.

II. "LOCAL" RULES WITH RESPECT TO THIRD SUPPLEMENTARY PROCLAMATION PART I.A:

| Governor's Rule PART A | Local Rule |
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| 1. Healthcare services and facilities. Hospitals, clinics, physician offices, assisted living facilities, and other healthcare facilities and services; | Includes those training medical professionals finishing a course of study and expected to immediately enter the health response to the disaster. |
| 2. Stores that sell groceries and medicine. Grocery stores, pharmacies, licensed medical cannabis dispensaries, certified farmers' markets, farm and produce stands, supermarkets, convenience stores, and other establishments engaged in the sale of groceries, canned food, dry goods, frozen foods, fresh fruits and vegetables, pet supplies, fresh meats, fish, and poultry, alcoholic and non-alcoholic 3 of 8 beverages, and any other household consumer products (such as cleaning and personal care products). This includes establishments that sell groceries, medicine, including medication not requiring a medical prescription, supplies for children under the age of five and also that sell other non-grocery products, and products necessary to maintain the safety, sanitation, health and | <p>Must primarily provide the products (e.g. an establishment that sells snacks on the side is not a store under this rule).</p> <p>Establishments under 2,500 square feet must only allow 5 patrons at a time.</p> <p>Establishments 2,500 to 5,000 square feet must only allow 10 patrons at a time</p> <p>Establishments 5,001 to 10,000 square feet must only allow 15 patrons at a time</p> <p>Establishments 10,001 to 25,000 square feet must only allow 25 patrons at a time</p> |

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| <p>essential operation of residences and essential businesses and operations;</p> | <p>Establishments 25,001 to 50,000 square feet must only allow 30 patrons at a time.</p> <p>Establishments over 50,000 square feet must allow only 50 patrons at a time.</p> <p>All establishments must implement controls to discourage hoarding of essential supplies.</p> <p>All establishments must establish wait in line procedures that require patrons waiting to enter must be six (6) feet apart at all times.</p> |
| <p>3. Food, beverage, cannabis production and agriculture. Food and beverage manufacturing, production, processing, and cultivation, including farming, livestock, hunting, gathering, fishing, baking, and other agriculture, including marketing, production, cultivation and distribution of animals and goods for consumption; licensed cannabis cultivation centers; and businesses that provide food, shelter, and other necessities of life for animals, including animal shelters, rescues, shelters, kennels, and adoption facilities;</p> | <p>Cannabis production only for medical cannabis.</p> <p>Fishing includes subsistence and commercial fishing for fish sales, not recreational or sport fishing.</p> <p>Food production means food for consumption.</p> <p>Any indoor facilities must require social distancing consistent with the CDC guidelines.</p> |
| <p>4. Educational institutions. Educational institutions – including public and private pre-K-12 schools, colleges, and universities – for purposes of implementing appropriate learning measures, performing critical research, or performing essential functions, provided that the social distancing requirements identified herein are maintained to the greatest extent possible;</p> | <p>Class sizes, including the teacher, cannot be more than five (5) individuals.</p> |

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| <p>5. Organizations that provide charitable and social services. Businesses and religious and secular nonprofit organizations, including food banks, when providing food, shelter, and social services, and other necessities of life for economically disadvantaged or otherwise needy individuals, individuals who need assistance as a result of this emergency, and people with disabilities;</p> | <p>Organizations must be actively providing the needs articulated. Any gathering or work space cannot be more than five (5) individuals.</p> <p>Recommend strongly that religious gatherings be postponed.</p> |
| <p>6. Media. Newspapers, television, radio, and other media services;</p> | <p>No additional local rule.</p> |
| <p>7. Gas stations and businesses needed for transportation. Gas stations and auto-supply, auto-repair, and related facilities and bicycle shops and related facilities;</p> | <p>Essential maintenance only (no paint jobs, detailing, etc.).</p> <p>Establishments under 2,500 square feet must only allow 5 patrons at a time.</p> <p>Establishments 2,500 to 5,000 square feet must only allow 10 patrons at a time</p> <p>Establishments 5,001 to 10,000 square feet must only allow 15 patrons at a time</p> <p>Establishments 10,001 to 25,000 square feet must only allow 25 patrons at a time</p> <p>Establishments 25,001 to 50,000 square feet must only allow 30 patrons at a time.</p> <p>Establishments over 50,000 square feet must allow only 50 patrons at a time.</p> |

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| | <p>All establishments must implement controls to discourage hoarding of essential supplies.</p> <p>All establishments must establish wait in line procedures that require patrons waiting to enter must be six (6) feet apart at all times.</p> |
| <p>8. Financial institutions. Financial institutions, currency exchanges, consumer lenders, including but not limited to payday lenders, pawnbrokers, consumer installment lenders and sales finance lenders, credit unions, appraisers, title companies, financial markets, trading and futures exchanges, affiliates of financial institutions, entities that issue bonds, related financial institutions, and institutions selling financial products;</p> | <p>Online banking must be heavily promoted as an option to remain open.</p> <p>Establishments under 2,500 square feet must only allow 5 patrons at a time.</p> <p>Establishments 2,500 to 5,000 square feet must only allow 10 patrons at a time</p> <p>Establishments 5,001 to 10,000 square feet must only allow 15 patrons at a time</p> <p>Establishments 10,001 to 25,000 square feet must only allow 25 patrons at a time</p> <p>Establishments 25,001 to 50,000 square feet must only allow 30 patrons at a time.</p> <p>Establishments over 50,000 square feet must allow only 50 patrons at a time.</p> <p>All establishments must implement controls to discourage hoarding of essential supplies.</p> |

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| | <p>All establishments must establish wait in line procedures that require patrons waiting to enter must be six (6) feet apart at all times.</p> |
| <p>9. Hardware and supply stores. Hardware stores and businesses that sell electrical, plumbing, and heating material;</p> | <p>Must primarily provide the products (e.g. an establishment that sells hammers on the side is not a store under this rule).</p> <p>Establishments under 2,500 square feet must only allow 5 patrons at a time.</p> <p>Establishments 2,500 to 5,000 square feet must only allow 10 patrons at a time</p> <p>Establishments 5,001 to 10,000 square feet must only allow 15 patrons at a time</p> <p>Establishments 10,001 to 25,000 square feet must only allow 25 patrons at a time</p> <p>Establishments 25,001 to 50,000 square feet must only allow 30 patrons at a time.</p> <p>Establishments over 50,000 square feet must allow only 50 patrons at a time.</p> <p>All establishments must implement controls to discourage hoarding of essential supplies.</p> |

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| | All establishments must establish wait in line procedures that require patrons waiting to enter must be six (6) feet apart at all times. |
| 10. Critical trades. Building and Construction Tradesmen and Tradeswomen, and other trades including but not limited to plumbers, electricians, exterminators, cleaning and janitorial staff for commercial and governmental properties, security staff, operating engineers, HVAC, painting, moving and relocation services, and other service providers who provide services that are necessary to maintaining the safety, sanitation, and essential operation of residences, essential activities, and essential businesses and operations; | Does not include new market home, or commercial construction. Essential maintenance and repairs only, and construction related to the response and recovery effort as directed by a governmental agency. Utility and refuse workers are critical trade employees if actively engaging in work for that business. |
| 11. Mail, post, shipping, logistics, delivery, and pick-up services. Post offices and other businesses that provide shipping and delivery services, and businesses that ship or deliver groceries, food, alcoholic and non-alcoholic beverages, goods or services to end users or through commercial channels; | No additional local rule. |
| 12. Laundry services. Laundromats, dry cleaners, industrial laundry services, laundry rooms in hotels, condominiums, townhomes, apartments, and other multi-unit dwelling structures, and laundry service providers; | Establishments under 2,500 square feet must only allow 5 patrons at a time. Establishments 2,500 to 5,000 square feet must only allow 10 patrons at a time Establishments 5,001 to 10,000 square feet must only allow 15 patrons at a time Establishments 10,001 to 25,000 square feet must only allow 25 patrons at a time |

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| | <p>Establishments 25,001 to 50,000 square feet must only allow 30 patrons at a time.</p> <p>Establishments over 50,000 square feet must allow only 50 patrons at a time.</p> <p>All establishments must establish wait in line procedures that require patrons waiting to enter must be six (6) feet apart at all times.</p> |
| <p>13. Restaurants for consumption off-premises. Restaurants and other facilities that prepare and serve food, but only for consumption off-premises, through such means as in-house delivery, third-party delivery, drive-through, curbside pick-up, and carry-out. Entities that typically provide food services to members of the public may continue to do so under this Third Supplementary Proclamation on the condition that the food is provided on a pick-up, delivery or takeaway basis only. Entities that provide food services under this exemption shall not permit the food to be eaten at the site where it is provided, or at any other gathering site due to the virus's propensity to physically impact surfaces and personal property;</p> | <p>No patrons can enter the establishment.</p> <p>All establishments must establish wait in line procedures that require patrons waiting to enter must be six (6) feet apart at all times.</p> <p>Food cannot be consumed on site, including outdoor spaces.</p> <p>Electronic commerce encouraged, cash is discouraged.</p> |
| <p>14. Supplies to work from home. Businesses that sell, manufacture, or supply products needed for people to work from home;</p> | <p>Limited to essential supplies. Electronic commerce encouraged, cash is discouraged.</p> |
| <p>15. Supplies for essential businesses and operations. Businesses that sell, manufacture, or supply other essential businesses and operations with the support or materials necessary to operate, including computers, audio and video electronics, household appliances; IT and telecommunication equipment; hardware, paint, flat glass;</p> | <p>Establishments under 2,500 square feet must only allow 5 patrons at a time.</p> <p>Establishments 2,500 to 5,000 square feet must only allow 10 patrons at a time</p> |

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| <p>electrical, plumbing and heating material; sanitary equipment; personal hygiene products; food, food additives, ingredients and components; medical and orthopedic equipment; optics and photography equipment; diagnostics, food and beverages, chemicals, soaps and detergent; and firearm and ammunition suppliers and retailers for purposes of safety and security;</p> | <p>Establishments 5,001 to 10,000 square feet must only allow 15 patrons at a time</p> <p>Establishments 10,001 to 25,000 square feet must only allow 25 patrons at a time</p> <p>Establishments 25,001 to 50,000 square feet must only allow 30 patrons at a time.</p> <p>Establishments over 50,000 square feet must allow only 50 patrons at a time.</p> <p>All establishments must establish wait in line procedures that require patrons waiting to enter must be six (6) feet apart at all times.</p> |
| <p>16. Transportation. Airlines, taxis, transportation network providers (such as Uber and Lyft), vehicle rental services, paratransit, and other private, public, and commercial transportation and logistics providers necessary for essential activities and other purposes expressly authorized in this Third Supplementary Proclamation;</p> | <p>Only to conduct or access essential businesses or operations. Must apply social distancing protocols prescribed by the CDC and enhanced sanitation and hygiene.</p> |
| <p>17. Home-based care and services. Home-based care for adults, seniors, children, and/or people with developmental disabilities, intellectual disabilities, substance use disorders, and/or mental illness, including caregivers such as nannies who may travel to the child's home to provide care, and other in-home services including meal delivery;</p> | <p>Must apply social distancing protocols prescribed by the CDC and enhanced sanitation and hygiene.</p> |
| <p>18. Residential facilities and shelters. Residential facilities and shelters for adults, seniors, children, and/or people with developmental disabilities, intellectual disabilities, substance use disorders, and/or mental illness;</p> | <p>Must apply social distancing protocols prescribed by the CDC and enhanced sanitation and hygiene. Visitors discouraged.</p> |

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| 19. Professional services. Professional services, such as legal services, accounting services, insurance services, real estate services (including appraisal and title services); | Only as essential to maintain essential businesses or operations. Tax services are not essential given the federal and state extensions for filing. |
| 20. Child care services for employees exempted by this Order. Child care services, licensed or authorized under the law, for the children of employees exempted by this Third Supplementary Proclamation; | Class sizes, including the teacher, cannot be more than 5 individuals. |
| 21. Manufacture, distribution, and supply chain for critical products and industries. Manufacturing companies, distributors, and supply chain companies producing and supplying essential products and services in and for industries such as pharmaceutical, technology, biotechnology, healthcare, chemicals and sanitization, waste pickup and disposal, agriculture, food and beverage, transportation, energy, steel and steel products, petroleum and fuel, mining, construction, national defense, communications, as well as products used by essential businesses and operations; | Emphasize that this is only for critical products and industries. |
| 22. Critical labor union functions. Labor Union essential activities including the administration of health and welfare funds and personnel checking on the well-being and safety of members providing services in essential businesses and operations – provided that these checks should be done remotely where possible; | No additional local rule. |
| 23. Hotels and motels. Hotels and motels, to the extent used for lodging and delivery or carry-out food services; | Tourist usage is discouraged. Individuals staying at these properties are not allowed to utilize any common spaces like pools, game rooms, and spas, etc. |
| 24. Funeral services. Funeral, mortuary, cremation, burial, cemetery, and related services; | A funeral may not exceed 10 individuals. |

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| <p>25. Government functions. For purposes of this Third Supplementary Proclamation, all first responders, emergency management personnel, emergency dispatchers, health workers, court personnel, law enforcement and corrections personnel, hazardous materials responders, child protection and child welfare personnel, housing and shelter personnel, national guard, and other governmental employees working for or to support essential businesses and operations are exempt. Nothing in this Third Supplementary Proclamation shall prohibit any person from performing or accessing essential governmental functions. Furthermore, this Third Supplementary Proclamation does not apply to the United States government.</p> | <p>Must have government identification while conducting business, or be conducting work in a clearly marked government vehicle.</p> |
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III. "LOCAL" RULES WITH RESPECT TO THIRD SUPPLEMENTARY PROCLAMATION PART I.B:

| Governors Rule PART B | Local Rule |
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| 1. Travel for health and safety; | No additional local rule. |
| 2. Travel to engage in, receive or obtain goods or services from the essential businesses or operations identified herein; | One (1) person per household to leave the residence at a time, unless engaging in supervisory care for an elder, minor, dependent, person with disability, or other high risk person. |
| 3. Travel to engage in minimum basic operations of non-essential businesses, including the minimum necessary activities to maintain the value of the business's inventory, ensure security, process payroll and employee benefits, | Online work encouraged as much as possible. Social distancing is required. |

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| and related functions as well as the minimum necessary activities to facilitate employees of the business being able to continue to work remotely from their residences; | |
| 4. Travel to care for elderly, minors, dependents, persons with disabilities, or other high risk persons; | One (1) person per household to leave the residence at a time, unless engaging in supervisory care for an elder, minor, dependent, person with disability, or other high risk person. |
| 5. Travel from a person's home or place of residence to the nearest airport or other facility for departure from the State; | Also includes picking up arrivals from the airport. |
| 6. Travel required by law enforcement or court order, including to transport children pursuant to a custody agreement; | No additional local rule. |
| 7. Outdoor exercise activities, including ocean activities such as surfing and swimming, so long as social distancing requirements are maintained; | Reaffirming that Mayor's Emergency Rule #4 in effect. Only with members of same household encouraged. Must maintain 6 feet of separation in public spaces. |
| 8. Walking pets on a leash. | Only with members of same household encouraged. Must maintain 6 feet of separation in public spaces. |

IV. OTHER PROVISIONS:

- A. For the purposes of this rule, "Social Distancing" includes maintaining at least six (6) foot social distancing from other individuals, washing hands with soap and water for at least twenty seconds as frequently as possible or using hand sanitizer, covering coughs or sneezes (into sleeve or elbow, not hands), regularly cleaning high-touch surfaces, and not shaking hands.

B. This rule shall have the force and effect of law. Violation of this rule is a misdemeanor, subject to penalty per HRS §127A-29.

Penalty per §127A-29:

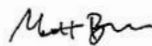
Any person violating any rule of the governor or mayor prescribed and promulgated pursuant to this chapter and having the force and effect of law, shall, if it shall be so stated in the rule, be guilty of a misdemeanor. Upon conviction, the person shall be fined not more than \$5,000, or imprisoned not more than one year, or both.

Term: Effective March 25, 2020, through April 30, 2020, subject to modification. Executed on this 24th day of March 2020.



Derek S.K. Kawakami
Mayor
County of Kaua'i

APPROVED FOR FORM & LEGALITY:



Matthew M. Bracken
County Attorney
County of Kaua'i

OFFICE OF THE GOVERNOR
STATE OF HAWAII

THIRD SUPPLEMENTARY PROCLAMATION

By the authority vested in me by the Constitution and laws of the State of Hawai'i, in order to provide relief for disaster damages, losses, and suffering, and to protect the health, safety, and welfare of the people, I, DAVID Y. IGE, Governor of the State of Hawai'i, hereby determine, designate and proclaim as follows:

WHEREAS, on March 4, 2020, I issued a Proclamation declaring a state of emergency to support ongoing State and county responses to COVID-19;

WHEREAS, on March 16, 2020, I issued a Supplementary Proclamation suspending certain laws hindering State and county responses to COVID-19;

WHEREAS, on March 21, 2020, I issued a Second Supplementary Proclamation and Emergency Rules Relating to COVID-19 implementing a mandatory self-quarantine for all persons entering the State, effective at 12:01 a.m. on Thursday, March 26, 2020;

WHEREAS, COVID-19 continues to spread throughout the nation and world at an unprecedented rate;

WHEREAS, as of March 23, 2020, there have been at least 77 documented cases of COVID-19 in the State;

WHEREAS, the United States Centers for Disease Control and Prevention (CDC) and the Hawai'i Department of Health recommend implementing social distancing strategies to reduce the spread of COVID-19;

WHEREAS, the dangers of COVID-19 require the serious attention, effort, and sacrifice of all people in the State to avert unmanageable strains on our healthcare system and other catastrophic impacts to the State;

WHEREAS, it has become necessary to supplement the Proclamation of March 4, 2020, the Supplementary Proclamation of March 16, 2020, and the Second Supplementary Proclamation of March 21, 2020, to mandate and effectuate social distancing measures throughout the State in order to reduce the spread of COVID-19;

NOW, THEREFORE, I, DAVID Y. IGE, Governor of the State of Hawai'i, hereby further supplement the Proclamation of March 4, 2020 and the Supplementary Proclamations set forth above, all of which shall remain in full force and effect, and

order the following:

I. All Persons in the State Must Stay at Home or in Their Place of Residence

Pursuant to sections 127A-12(a)(5), 127A-12(a)(14), 127A-13(a)(1), and 127A-13(a)(7), HRS, all persons within the State of Hawai'i are ordered to stay at home or in their place of residence except as necessary to maintain continuity of operations of the federal critical infrastructure sectors, as identified at <https://www.cisa.gov/identifying-critical-infrastructure-during-covid-19> and as further designated below or by the Director of the Hawai'i Emergency Management Agency (HIEMA). With respect to persons residing in hotels, condominiums, townhomes, apartments, or other multi-unit dwellings, "place of residence" means the person's individual hotel room or unit. To the extent persons use shared or outdoor spaces when outside their residence, they must comply with the social distancing requirements set forth herein to the fullest extent possible. All persons may leave their home or place of residence only for essential activities or to engage in the essential businesses and operations identified herein. **This order shall take effect on March 25, 2020 at 12:01 am and remain in place until 11:59 pm on April 30, 2020.**

A. Work in essential businesses or operations

Persons may travel to and from the following essential businesses and operations to the extent that such businesses or operations cannot be conducted through remote technology from homes or places of residence. Businesses include for-profit, non-profit, or educational entities, regardless of the nature of the service, the function they perform, or their corporate or entity structure. All businesses or operations not identified as federal critical infrastructure sectors at <https://www.cisa.gov/identifying-critical-infrastructure-during-covid-19> or designated by the Director of HIEMA or listed below, must cease:

1. Healthcare services and facilities. Hospitals, clinics, physician offices, assisted living facilities, and other healthcare facilities and services;
2. Stores that sell groceries and medicine. Grocery stores, pharmacies, licensed medical cannabis dispensaries, certified farmers' markets, farm and produce stands, supermarkets, convenience stores, and other establishments engaged in the sale of groceries, canned food, dry goods, frozen foods, fresh fruits and vegetables, pet supplies, fresh meats, fish, and poultry, alcoholic and non-alcoholic

beverages, and any other household consumer products (such as cleaning and personal care products). This includes establishments that sell groceries, medicine, including medication not requiring a medical prescription, supplies for children under the age of five and also that sell other non-grocery products, and products necessary to maintain the safety, sanitation, health and essential operation of residences and essential businesses and operations;

3. Food, beverage, cannabis production and agriculture. Food and beverage manufacturing, production, processing, and cultivation, including farming, livestock, hunting, gathering, fishing, baking, and other agriculture, including marketing, production, cultivation and distribution of animals and goods for consumption; licensed cannabis cultivation centers; and businesses that provide food, shelter, and other necessities of life for animals, including animal shelters, rescues, shelters, kennels, and adoption facilities;

4. Educational institutions. Educational institutions – including public and private pre-K-12 schools, colleges, and universities – for purposes of implementing appropriate learning measures, performing critical research, or performing essential functions, provided that the social distancing requirements identified herein are maintained to the greatest extent possible;

5. Organizations that provide charitable and social services. Businesses and religious and secular nonprofit organizations, including food banks, when providing food, shelter, and social services, and other necessities of life for economically disadvantaged or otherwise needy individuals, individuals who need assistance as a result of this emergency, and people with disabilities;

6. Media. Newspapers, television, radio, and other media services;

7. Gas stations and businesses needed for transportation. Gas stations and auto-supply, auto-repair, and related facilities and bicycle shops and related facilities;

8. Financial institutions. Financial institutions, currency exchanges, consumer lenders, including but not limited to payday lenders, pawnbrokers, consumer installment lenders and sales finance lenders, credit unions, appraisers, title companies, financial markets, trading and futures exchanges, affiliates of financial institutions, entities that issue bonds, related financial institutions, and institutions selling financial

products;

9. Hardware and supply stores. Hardware stores and businesses that sell electrical, plumbing, and heating material;

10. Critical trades. Building and Construction Tradesmen and Tradeswomen, and other trades including but not limited to plumbers, electricians, exterminators, cleaning and janitorial staff for commercial and governmental properties, security staff, operating engineers, HVAC, painting, moving and relocation services, and other service providers who provide services that are necessary to maintaining the safety, sanitation, and essential operation of residences, essential activities, and essential businesses and operations;

11. Mail, post, shipping, logistics, delivery, and pick-up services. Post offices and other businesses that provide shipping and delivery services, and businesses that ship or deliver groceries, food, alcoholic and non-alcoholic beverages, goods or services to end users or through commercial channels;

12. Laundry services. Laundromats, dry cleaners, industrial laundry services, laundry rooms in hotels, condominiums, townhomes, apartments, and other multi-unit dwelling structures, and laundry service providers;

13. Restaurants for consumption off-premises. Restaurants and other facilities that prepare and serve food, but only for consumption off-premises, through such means as in-house delivery, third-party delivery, drive-through, curbside pick-up, and carry-out. Entities that typically provide food services to members of the public may continue to do so under this Third Supplementary Proclamation on the condition that the food is provided on a pick-up, delivery or takeaway basis only. Entities that provide food services under this exemption shall not permit the food to be eaten at the site where it is provided, or at any other gathering site due to the virus's propensity to physically impact surfaces and personal property;

14. Supplies to work from home. Businesses that sell, manufacture, or supply products needed for people to work from home;

15. Supplies for essential businesses and operations. Businesses that sell, manufacture, or supply other essential businesses and operations with the support or materials necessary to operate, including computers, audio and video electronics, household appliances; IT and telecommunication equipment; hardware, paint, flat glass;

electrical, plumbing and heating material; sanitary equipment; personal hygiene products; food, food additives, ingredients and components; medical and orthopedic equipment; optics and photography equipment; diagnostics, food and beverages, chemicals, soaps and detergent; and firearm and ammunition suppliers and retailers for purposes of safety and security;

16. Transportation. Airlines, taxis, transportation network providers (such as Uber and Lyft), vehicle rental services, paratransit, and other private, public, and commercial transportation and logistics providers necessary for essential activities and other purposes expressly authorized in this Third Supplementary Proclamation;

17. Home-based care and services. Home-based care for adults, seniors, children, and/or people with developmental disabilities, intellectual disabilities, substance use disorders, and/or mental illness, including caregivers such as nannies who may travel to the child's home to provide care, and other in-home services including meal delivery;

18. Residential facilities and shelters. Residential facilities and shelters for adults, seniors, children, and/or people with developmental disabilities, intellectual disabilities, substance use disorders, and/or mental illness;

19. Professional services. Professional services, such as legal services, accounting services, insurance services, real estate services (including appraisal and title services);

20. Child care services for employees exempted by this Order. Child care services, licensed or authorized under the law, for the children of employees exempted by this Third Supplementary Proclamation;

21. Manufacture, distribution, and supply chain for critical products and industries. Manufacturing companies, distributors, and supply chain companies producing and supplying essential products and services in and for industries such as pharmaceutical, technology, biotechnology, healthcare, chemicals and sanitization, waste pickup and disposal, agriculture, food and beverage, transportation, energy, steel and steel products, petroleum and fuel, mining, construction, national defense, communications, as well as products used by essential businesses and operations;

22. Critical labor union functions. Labor Union essential activities including the administration of health and welfare funds and personnel checking on the

well-being and safety of members providing services in essential businesses and operations – provided that these checks should be done remotely where possible;

23. Hotels and motels. Hotels and motels, to the extent used for lodging and delivery or carry-out food services;

24. Funeral services. Funeral, mortuary, cremation, burial, cemetery, and related services;

25. Government functions. For purposes of this Third Supplementary Proclamation, all first responders, emergency management personnel, emergency dispatchers, health workers, court personnel, law enforcement and corrections personnel, hazardous materials responders, child protection and child welfare personnel, housing and shelter personnel, national guard, and other governmental employees working for or to support essential businesses and operations are exempt. Nothing in this Third Supplementary Proclamation shall prohibit any person from performing or accessing essential governmental functions. Furthermore, this Third Supplementary Proclamation does not apply to the United States government.

B. Permitted Activities Outside the Home or Place of Residence

This order shall not apply to the following activities outside a person's home or place of residence:

1. Travel for health and safety;
2. Travel to engage in, receive or obtain goods or services from the essential businesses or operations identified herein;
3. Travel to engage in minimum basic operations of non-essential businesses, including the minimum necessary activities to maintain the value of the business's inventory, ensure security, process payroll and employee benefits, and related functions as well as the minimum necessary activities to facilitate employees of the business being able to continue to work remotely from their residences;
4. Travel to care for elderly, minors, dependents, persons with disabilities, or other high risk persons;
5. Travel from a person's home or place of residence to the nearest airport or other facility for departure from the State;
6. Travel required by law enforcement or court order, including to transport children pursuant to a custody agreement;

7. Outdoor exercise activities, including ocean activities such as surfing and swimming, so long as social distancing requirements are maintained;

8. Walking pets on a leash.

C. Prohibited Activities Outside the Home or Place of Residence

Pursuant to current guidance from the CDC, any gathering of more than **ten** people is prohibited unless exempted by this Third Supplementary Proclamation. Nothing herein prohibits the gathering of members of a household or residence.

All other places of public gathering, whether indoors or outdoors, including but not limited to fitness centers, gyms, locations with amusement rides, carnivals, water parks, aquariums, zoos, museums, arcades, fairs, children's play centers, playgrounds, funplexes, theme parks, bowling alleys, movie and other theaters, concert and music halls, and social clubs shall be closed to the public.

D. Social Distancing Requirements

All essential businesses and operations identified herein and persons engaged in permitted activities identified herein, shall exercise the following social distancing requirements to the fullest extent possible:

1. Six-foot distances. All persons shall maintain a minimum of six-feet of physical separation from all other persons to the fullest extent possible. Essential businesses and operations shall designate with signage, tape, or by other means six-foot spacing for employees and customers in line to maintain appropriate distance.

2. Hand sanitizer and sanitizing products. Essential businesses and operations shall make hand sanitizer and sanitizing products readily available for employees and customers.

3. Separate operating hours for high risk populations. Essential businesses and operations shall implement separate operating hours for elderly and high risk customers. High risk persons, including those who are sick, are urged to stay in their residence to the extent possible except as necessary to seek medical care.

4. Online and remote access. Essential businesses and operations shall post online whether a facility is open and how best to reach the facility and continue services by phone or remotely.

E. Persons Experiencing Homelessness

Persons experiencing homelessness are exempt from Section I of this Third

Supplementary Proclamation but must comply with the social distancing requirements to the fullest extent possible and are strongly urged to obtain shelter. Governmental and other entities are strongly urged to make such shelter available as soon as possible and to the maximum extent practicable and to use in their operation COVID-19 risk mitigation practices recommended by the CDC.

F. Criminal Penalties

Any person who intentionally or knowingly violates any provision set forth in this Section I shall be guilty of a misdemeanor, and upon conviction, the person shall be fined not more than \$5,000, or imprisoned not more than one year, or both.

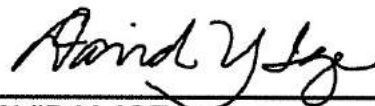
II. This Order Shall Have the Force and Effect of Law

Pursuant to section 127A-25, HRS, I hereby adopt all provisions set forth in Section I of this Third Supplementary Proclamation as rules that shall have the force and effect of law. Any person violating these rules shall be guilty of a misdemeanor as set forth in section 127A-29, HRS.

In the event of any inconsistency, conflict or ambiguity between this Third Supplementary Proclamation and any county emergency order, rule, directive or proclamation, the relevant documents shall be read to allow for maximum flexibility so that essential businesses and operations continue unimpeded.

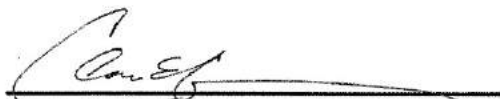
I FURTHER DECLARE that the disaster emergency relief period shall continue through April 30, 2020, unless terminated by a separate proclamation, whichever shall occur first.

Done at the State Capitol, this
23rd day of March, 2020.



DAVID Y. IGE,
Governor of Hawai'i

APPROVED:



Clare E. Connors
Attorney General
State of Hawai'i



OFFICE OF THE MAYOR
THE COUNTY OF KAUA'I

DEREK S. K. KAWAKAMI, MAYOR
MICHAEL A. DAHLIG, MANAGING DIRECTOR

EMERGENCY PROCLAMATION

By the authority vested in me as Mayor by the Constitution and laws of the State of Hawai'i and Charter and laws of the County of Kauai, in order to protect the health, safety, and welfare of the people, I, DEREK S.K. KAWAKAMI, Mayor of the County of Kauai, hereby determine, designate and proclaim as follows:

WHEREAS, on January 30, 2020, the World Health Organization declared a Public Health Emergency of International Concern due to a respiratory disease caused by this novel coronavirus that was first detected in Wuhan City Hubei Province, China; and

WHEREAS, this novel coronavirus, renamed "COVID-19," has spread to other countries, including the United States; and

WHEREAS, the Centers for Disease Control and Prevention ("CDC") is the leading national public health institute of the United States and under the federal Department of Health and Human Services; and

WHEREAS, the CDC has been working closely with state and local partners, as well as public health partners to respond to COVID-19; and

WHEREAS, the Kauai Emergency Management Agency has been advised by the State of Hawaii, Department of Health of the potential adverse effects of COVID-19; and

WHEREAS, the Kauai Emergency Management Agency anticipates that the most likely impacts resulting from COVID-19 will include causing a threat to human health, safety and welfare that may result in the need to quarantine and/or evacuate residents from some areas as deemed appropriate by the State of Hawaii, Department of Health; and

WHEREAS, the County of Kaua'i seeks to prepare for and to mitigate any adverse cumulative effects of this Emergency Condition, that poses a threat to human health, safety, and welfare of County residents;

WHEREAS, pursuant to section 127A-14, Hawaii Revised Statutes, the Mayor is authorized to determine if there is an imminent danger or threat of an emergency or disaster and authorize actions under chapter 127A, Hawaii Revised Statutes; and

WHEREAS, pursuant to section 127A-13(b)(2), Hawaii Revised Statutes, the Mayor is authorized to suspend any law which impedes or tends to impede or is detrimental to the expeditious and efficient execution of, or to conflict with, emergency functions, including laws specifically made applicable to emergency personnel; and

WHEREAS, pursuant to section 127A-13(b) (1), Hawaii Revised Statutes, the Mayor is further authorized to relieve hardship and inequities or obstructions to the public health, safety, and welfare found by the Mayor to exist in the laws and to result from the operation of federal programs or measures taken under chapter 127A, Hawaii Revised Statutes, by suspending laws in whole or in part, or by alleviating the provisions of laws on such terms and conditions as the Mayor may impose; and

WHEREAS, pursuant to section 127A-12(c)(12), Hawaii Revised Statutes, the Mayor may restrict the congregation of the public in stricken areas; and

WHEREAS, pursuant to section 127A-12(c)(17), Hawaii Revised Statutes, the Mayor may take any and all steps necessary or appropriate to carry out the purposes of chapter 127A, Hawaii Revised Statutes notwithstanding that powers in section 127A-13(b) may only be exercised during an emergency period; and

WHEREAS, pursuant to chapter 127A, Hawai'i Revised Statutes, the Mayor may exercise additional powers as required; and

WHEREAS, pursuant to Section 18.02 of the Charter of the County of Kaua'i (hereafter "Charter"), the power to declare a state of disaster or emergency is conferred on the Mayor; and

WHEREAS, pursuant to Section 18.03 of the Charter, the Mayor is authorized to expend reserves from the emergency management contingency fund for public purposes during any state of emergency or disaster.

NOW, THEREFORE, I, DEREK S.K. KAWAKAMI, Mayor of the County of Kauai, hereby determine that an imminent danger or threat as contemplated by section 127A-14, Hawaii Revised Statutes, threatens the County of Kauai and do hereby proclaim these areas to be disaster areas for the purpose of implementing the emergency management functions as allowed by law, authorizing the expenditure of monies as appropriated for the speedy and efficient relief of the damages, losses, and suffering resulting from the emergency or disaster; and

Pursuant to Section 127A-12(c)(11), Hawaii Revised Statutes, and I hereby require each public utility, or any person owning, controlling, or operating a critical infrastructure facility as identified by the Mayor, to protect and safeguard its or the person's property, or to provide for such protection and safeguarding; and provide for the protection and safeguarding of all critical infrastructure and key resources; provided that without prejudice to the generality of the foregoing two clauses, the protection and safeguarding may include the regulation or prohibition of public entry thereon, or the permission of the entry upon such terms and conditions as the Mayor may prescribe; and

Pursuant to Sections 127A-12(a)(5), 127A-13(b)(3), and 127A-13(b)(4), Hawai'i Revised Statutes, the Emergency Management Administrator of the County of Kauai Emergency Management Agency is directed to take appropriate actions to direct or control, as may be necessary for emergency management.

Pursuant to Chapter 127A, Hawaii Revised Statutes, and in order to provide emergency disaster relief, I hereby direct all County agencies and officers to cooperate with and extend their services, materials, and facilities as may be required to assist in all efforts to mitigate the danger. All County officials, officers, and employees are considered "emergency workers" and shall perform function as directed regardless of availability or any type of leave.

I FURTHER DECLARE that a disaster emergency relief period shall commence March 4, 2020, and continue for 60 days or until further act by this office.

Done at the County of Kaua'i
This 4th day of March 2020



Derek S. K. Kawakami
Mayor, County of Kaua'i

APPROVED:



Matthew M. Bracken
County Attorney



STATE OF HAWAII
DEPARTMENT OF HEALTH
P. O. BOX 3378
HONOLULU, HI 96801-3378

In reply, please refer to:
File:

03019EMK.20

March 23, 2020

Dear Hawaii National Pollutant Discharge Elimination System (NPDES) permittees and other regulated entities:

**Subject: Guidance Regarding Compliance During COVID-19 Response
National Pollutant Discharge Elimination System (NPDES) and Related Orders
Statewide**

As expected, we have been receiving questions regarding achieving compliance with NPDES permits and enforcement orders given the current situation with the COVID-19 response. The Department of Health (DOH), Clean Water Branch, is providing the following guidance for the regulated community.

The DOH considers activities necessary to protect human and environmental health as essential functions. To date, there have been no suspension of environmental laws, nor specifically, Hawaii Revised Statutes 342d, which provides the legal basis for Hawaii NPDES permits and enforcement orders. As such, permits and orders are in full effect. As a lawful NPDES permitted discharger, or other regulated entity, you are expected to comply with all requirements set forth in the issued NPDES permit or order, including treatment, monitoring and reporting requirements.

However, if you anticipate noncompliance because of operational changes made to comply with current governmental directives or guidelines related to COVID-19, please submit the following information to the DOH, Clean Water Branch, as soon as possible:

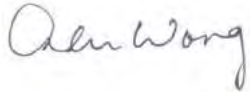
- The name of the business, agency, or facility;
- Permit or other identification number;
- Facility contact;
- The specific requirement, permit section, and/or other requirement that cannot be timely met;
- The operation change made to comply with the COVID-19 directive or guideline that makes compliance temporarily infeasible;
- An explanation of the expected impact to human and/or environmental health; and,
- Any action that the entity will take in lieu of complying with the requirement.

The notification shall be via e-mail to the DOH Clean Water Branch. Clean Water Branch staff will do their best to respond within 24/48 hours.

The DOH cannot provide a legal commitment that noncompliance will not be prosecuted. However, the DOH would like to reassure lawful dischargers that good faith efforts to comply as well as the currently extraordinary circumstances will be considered in determining whether and enforcement action is warranted. The DOH asks for your commitment and patience as we all work to protect our community.

Should you have any questions, please contact the DOH, Clean Water Branch, via telephone at (808) 586-4309 or e-mail at cleanwaterbranch@doh.hawaii.gov, Monday through Friday from 7:45 a.m. until 4:15 p.m. The Clean Water Branch is open for business through remote means at this time.

Sincerely,

A handwritten signature in cursive script that reads "Alec Wong".

ALEC WONG, P.E., CHIEF
Clean Water Branch

MK:na



April 30, 2020

Mr. Jeffrey Fisher
Earthworks Pacific, Inc.
4180 Hoala Street
Līhu'e, HI 96766

SUBJECT: **CANCELLATION - EMERGENCY STOP WORK ORDER** - CONTRACT NO. 656
Job No. 02-14, Water Plan 2020 Project No. WK-08, WK-39,
Package A-Well and Drainage Package

Dear Mr. Fisher,

The Emergency Stop Work Order for Contract No. 656 is cancelled effective **IMMEDIATELY** as a result of Governor Ige's Sixth Supplementary Proclamation Amending and Restating Prior Proclamations and Executive Orders Related to the COVID-19 Emergency, dated April 25, 2020. The subject project has been determined to be critical water infrastructure per Exhibit B of the Proclamation.

Should you have any questions, please contact Dustin Moises of the Construction Management Division at (808) 245-5459 or via email at dmoises@kauaiwater.org.

Sincerely,

Kurt Akamine, Chairperson
Board of Water Supply, County of Kaua'i

cc: Christine Erorita, Departmental Contracts Officer (via email only)
Mahealani M. Krafft, Deputy County Attorney (via email only)
Dustin Moises, Chief of Construction Management (via email only)

DEPARTMENT OF WATER

County of Kaua'i

"Water has no Substitute – Conserve It!"

MANAGER'S REPORT No. 20-53

May 28, 2020

Re: Discussion and Possible Action on correspondence from Grove Farm regarding Grove Farm's Request for Revenue Requirement Shortfall

RECOMMENDATION:

It is recommended that the Board prepare a letter to Grove Farm acknowledging that, per the terms of the Water Treatment and Delivery Agreement, we recognize there is a shortfall in the rate of return of approximately \$2.2M (not the \$5.8M stated in their letter dated 2/4/2020). Department of Water (DOW) requests that the analysis provided by Grove Farm be updated to:

- 1) Exclude all income taxes.
- 2) Include an Operating and Maintenance Expense Summary through February 19, 2019, and
- 3) Provide back-up on how the numbers contained in the spreadsheet were derived and calculated.

Further, DOW should request a meeting with Grove Farm to discuss the terms of how this money will be repaid. DOW can develop a payment plan or work with Grove Farm to provide a Facilities Reserve Charge (FRC) credit for the value of the shortfall.

FUNDING: N/A

BACKGROUND:

Per the terms of the Water Treatment and Delivery Agreement, "...when and as requested by either party, but not more often than once annually, the Delivered Water Fee shall be adjusted by mutual agreement based on the operational, maintenance and development costs of the Treatment Plant, but in no event shall the Delivered Water Fee be less than the greater of (i) the Delivered Water Fee established pursuant to Section 7.a or (ii) the Delivered Water Fee established by the review for the immediately preceding period."

Furthermore, "the parties shall consider and take into account that the portion of the Delivered Water Fee representing the BWS Treatment Fee shall be equal to the total of (1) BWS's operational and maintenance costs, exclusive of electrical service costs, of its current source systems in the Lihue-Hanamā'ulu area, (2) the cost(s) to develop the Facility, and (3) a reasonable return on Grove Farm's investment, which shall be ten percent (10%) of 2/3rds of the cost of the development and construction of the Facility."

Based on a review of DOW records, it does not appear that Grove Farm ever notified DOW of a revenue shortfall prior to their letter dated 2/4/2020.

DOW staff reviewed Grove Farm's calculations and has determined that the method to determine the revenue shortfall was not correct. The correct methodology is shown in the Attachment 2, "DOW Methodology for Calculating Revenue Requirement" and excludes all income taxes. DOW's methodology for the Rate of Return calculations were further validated by an outside entity (a colleague of Board Member Simonton who specializes in utility finances and performed

a review on a pro bono basis). DOW staff have also reached out to the State of Hawai'i Public Utilities Commission (PUC) to obtain the PUC's standard methodology for calculating Rate of Return for further confirmation of DOW's calculations. The revised calculations show a total amount due to Grove Farm of \$2,217,628.40 up to calendar/or fiscal the year ending 2018

OPTIONS:

Option 1: Approve as recommended.

Pro: Approval will allow the Board to provide an initial response to Grove Farm's letter dated February 4, 2020 and enter into payment negotiations.

Con: None known.

Option 2: Do not approve the recommendation and propose a different course of action.

Pro: DOW will temporarily delay a large expenditure.

Con: The Board may lose negotiating position with Grove Farm by continuing to delay the resolution of this issue.

Board Member Julie Simonton/ein

- Attachments:
1. Correspondence from Ms. Shawn Shimabukuro, Vice President Grove Farm regarding Grove Farm's Request of Revenue Requirement Shortfall dated February 4, 2020
 2. DOW Methodology for calculating Revenue Requirement.
 3. Grove Farm Water Treatment and Delivery Agreement (2-19-04)

Mgrrp/May 28, 2020/20-53/Discussion and Possible Action on correspondence from Grove Farm regarding Grove Farm's Request for Revenue Requirement Shortfall (5-28-20):ein



February 4, 2020

Chairman Kurt Akamine
County of Kauai, Department of Water
4398 Pua Loke Street
Lihue, Hawaii 96766

RE: Request for Revenue Requirement Shortfall per Water Treatment and Delivery Agreement

Honorable Chairman Akamine:

I am writing to you regarding the Delivered Water Fees for the Waiahi Surface Water Treatment Plant.

As you know, Grove Farm Properties, Inc. ("Grove Farm" or "We") and the County of Kauai, Board of Water Supply ("BWS") executed the *Water Treatment and Delivery Agreement* effective February 19, 2004 ("Agreement"), which set the terms and conditions for the design and construction of the Waiahi Surface Water Treatment Plant Facility ("Facility") and the supply and delivery of water. Effective as of October 31, 2019, Waiahi Water Company LLC (WWC) is the successor in interest to Grove Farm and WWC owns and operates the Facility.

Since 2006, Grove Farm has operated the Facility and supplied water to the Department of Water ("DOW"). Each month, DOW is charged for its monthly usage based on the Hanamā'ulu Control Valve Meter reading. The monthly fees are calculated by taking the Delivered Water Fee multiplied by the greater of actual gallons used or the Minimum Daily Delivery (2.0 million gallons daily) plus general excise tax, per the terms of the Agreement.

Per Section 7, Paragraph b, the Agreement provides for annual review and adjustment of the Delivered Water Fee by mutual agreement based on the "operational, maintenance, and development costs of the Facility," as defined in the Agreement. Included in the calculation for the annual adjustment to the Delivered Water Fee is a requirement that Grove Farm receive a return equal to "ten percent (10%) of two-thirds of the cost of the development and construction of the Facility." Since 2006, the Delivered Water Fee has been periodically adjusted by mutual agreement and is currently \$1.90 per 1,000 gallons of Delivered Water.

Based on the analysis performed using the methodology described in Exhibit A, Grove Farm has not received the required rate of return through the Delivered Water Fee. The revenue requirement calculations yield a cumulative revenue requirement shortfall of \$5.76 million for the years 2006 through 2018.

Please see table below for a summary of revenue requirement shortfall/(excess) by year.

| | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 |
|----------------------|--------------|--------------|--------------|--------------|--------------|--------------|----------------|
| Actual Return | \$ 173,525 | \$ 277,281 | \$ 205,951 | \$ 11,950 | \$ (15,388) | \$ 6,765 | \$ 25,616 |
| Prescribed Return | 653,814 | 632,258 | 587,376 | 540,965 | 494,673 | 448,779 | 404,440 |
| Difference | \$ (480,289) | \$ (354,977) | \$ (381,425) | \$ (529,015) | \$ (510,061) | \$ (442,014) | \$ (378,824) |
| Revenue Requirement | | | | | | | |
| Shortfall / (Excess) | \$ 810,771 | \$ 599,231 | \$ 643,878 | \$ 893,023 | \$ 861,027 | \$ 746,158 | \$ 639,488 |
| | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 | Total |
| Actual Return | \$ 164,737 | \$ 207,328 | \$ 177,838 | \$ 194,545 | \$ 199,147 | \$ 229,644 | \$ 1,858,939 |
| Prescribed Return | 359,683 | 313,651 | 267,383 | 221,117 | 188,419 | 156,626 | 5,269,184 |
| Difference | \$ (194,946) | \$ (106,323) | \$ (89,545) | \$ (26,572) | \$ 10,728 | \$ 73,018 | \$ (3,410,245) |
| Revenue Requirement | | | | | | | |
| Shortfall / (Excess) | \$ 329,085 | \$ 179,482 | \$ 151,161 | \$ 44,856 | \$ (18,110) | \$ (123,261) | \$ 5,756,789 |

To correct this deficiency, we are requesting a lump sum payment for the cumulative revenue requirement shortfall for years 2006 through 2018 of \$5,756,789. For years 2019 and beyond, WWC intends to do an annual true-up to remain current on this important matter.

Both Erin Tsuda, Director of Finance, and I are available to explain this further to DOW staff and/or the BWS.

Should there be questions or if you wish to discuss this matter, please do not hesitate to contact me at (808) 632-2525.

Sincerely,



Shawn Shimabukuro
Vice President

Exhibit A – Revenue Requirement Methodology

To determine whether the required rate of return per the Agreement (“ten percent (10%) of two-thirds of the cost of the development and construction of the Facility”) was achieved, the following analyses were done utilizing actual audited financial statement results for years 2006 through 2018:

- (1) Calculated the actual rate of return,
- (2) Compared the actual rate of return to the prescribed rate of return,
- (3) Calculated the prescribed revenue requirement, and
- (4) Calculated the revenue requirement excess/shortfall to achieve the prescribed rate of return, including taxes.

See below for detailed description of each step of the Revenue Requirement calculation.

Step 1: Calculate *Actual Rate of Return*

$$\text{Actual Rate of Return} = \frac{\text{Net Income}}{\text{Average Rate Base}}$$

To calculate the actual rate of return, we divided Net Income by the Average Rate Base. Net Income was calculated as Total Water Revenues less Operating Expenses, Electricity, Taxes, and Depreciation (2/3). Average Rate Base was calculated using the average of Net Plant in Service at the beginning of the year and the end of the year.

Step 2: Compare *Actual Rate of Return* to *Prescribed Rate of Return*

To calculate the rate of return excess/shortfall, we compared the actual rate of return against the prescribed rate of return of 10 percent. Excess results occur when the actual rate of return exceeds 10%. Shortfall results occur when the actual rate of return is below 10%.

Step 3: Calculate *Prescribed Revenue Requirement*

$$\text{Prescribed Revenue Requirement} = \text{Average Rate Base} \times 10\%$$

To calculate the prescribed revenue requirement, we multiplied the Average Rate Base by the prescribed rate of return of 10 percent per the Agreement.

Step 3: Calculate *Revenue Excess/Deficiency*

$$\text{Revenue Requirement Excess/Shortfall} = \text{Actual Return} - \text{Prescribed Revenue Requirement} + \text{Taxes}$$

To calculate the revenue requirement excess/shortfall, we compared the actual return, in dollars, to the prescribed revenue requirement and added income tax and general excise tax at the prevailing tax rates.

Exhibit B – Frequently Asked Questions

1. *How is the revenue requirement excess/shortfall calculated?*

To calculate the revenue requirement excess/shortfall, we performed the following steps:

- (1) Calculated the prescribed revenue requirement, and

$$\text{Prescribed Revenue Requirement} = \text{Average Rate Base} \times 10\%$$

- (2) Calculated the difference between the actual return and the prescribed revenue requirement and added taxes.

$$\text{Revenue Requirement Shortfall/(Excess)} = \text{Actual Return} - \text{Prescribed Revenue Requirement} + \text{Taxes}$$

2. *What is Average Rate Base?*

Average Rate Base is the average of Net Plant in Service at the beginning of the year and the end of the year.

3. *Why is Average Rate Base used to calculate the prescribed revenue requirement?*

Using Average Rate Base ensures that current year additions to the Net Plant in Service are properly included in the year placed in service. By using Average Rate Base, we conservatively assume that additions occur ratably through the year.

4. *What is Actual Return?*

Actual Return is calculated as Total Water Revenues less Operating Expenses, Electricity (through 2014), Taxes, and Depreciation (2/3).

5. *Why are the current tax rates used?*

Although the revenue requirement shortfall/(excess) is calculated for years 2006 through 2018, the receipt of any payment will be taxed at current rates. Therefore, the current general excise and income tax rates are used.

6. *Why is no interest charged?*

At this time, no interest is being charged on the revenue requirement shortfall. However, Grove Farm reserves the right to assess interest on future requests for payment on the revenue requirement shortfall per the Agreement. In the future, Grove Farm will be calculating the revenue requirement excess or shortfall on an annual basis.

DOW Rate of Return Analysis

| | 2006 | 2007 | 2008 | 2009 | 2010 |
|--|--------------|--------------|--------------|--------------|--------------|
| Average Rate Basis | 6,538,141.00 | 6,322,579.00 | 5,873,761.00 | 5,409,648.00 | 4,946,731.00 |
| Revenues | 1,448,315.00 | 1,671,793.00 | 1,919,186.00 | 1,520,768.00 | 1,452,920.00 |
| Less: Operating Expenses, including Depreciation | 1,168,572.00 | 1,224,781.00 | 1,587,167.00 | 1,501,503.00 | 1,477,727.00 |
| Income before Income Taxes | 279,743.00 | 447,012.00 | 332,019.00 | 19,265.00 | (24,807.00) |
| Income Tax Claimed (should be excluded) | - | - | - | - | - |
| Total Return | 279,743.00 | 447,012.00 | 332,019.00 | 19,265.00 | (24,807.00) |
| 10% Prescribed Rate of Return | 653,814.10 | 632,257.90 | 587,376.10 | 540,964.80 | 494,673.10 |
| Excess Return | (374,071.10) | (185,245.90) | (255,357.10) | (521,699.80) | (519,480.10) |

| 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 | TOTAL |
|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|----------------|
| 4,487,785.00 | 4,044,404.00 | 3,596,825.00 | 3,136,512.00 | 2,673,831.00 | 1,981,957.00 | 1,786,425.00 | 1,346,095.00 | 52,144,694.00 |
| 1,507,668.00 | 1,478,783.00 | 1,600,460.00 | 1,506,654.00 | 1,509,645.00 | 1,582,160.00 | 1,634,064.00 | 1,664,318.00 | 20,496,734.00 |
| 1,496,763.00 | 1,437,487.00 | 1,334,883.00 | 1,172,415.00 | 1,222,949.00 | 1,268,535.00 | 1,313,007.00 | 1,294,104.00 | 17,499,893.00 |
| 10,905.00 | 41,296.00 | 265,577.00 | 334,239.00 | 286,696.00 | 313,625.00 | 321,057.00 | 370,214.00 | 2,996,841.00 |
| - | - | - | - | - | - | - | - | - |
| 10,905.00 | 41,296.00 | 265,577.00 | 334,239.00 | 286,696.00 | 313,625.00 | 321,057.00 | 370,214.00 | 2,996,841.00 |
| 448,778.50 | 404,440.40 | 359,682.50 | 313,651.20 | 267,383.10 | 198,195.70 | 178,642.50 | 134,609.50 | 5,214,469.40 |
| (437,873.50) | (363,144.40) | (94,105.50) | 20,587.80 | 19,312.90 | 115,429.30 | 142,414.50 | 235,604.50 | (2,217,628.40) |

WATER TREATMENT AND DELIVERY AGREEMENT

This WATER TREATMENT AND DELIVERY AGREEMENT ("**Agreement**") is made effective as of the ^{14th} ~~15th~~ day of February, 2008 ("Effective Date"), between GROVE FARM PROPERTIES, INC., a Hawaii corporation ("**Grove Farm**"), whose post office address is P. O. Box 662069, Lihue, Kauai, Hawaii 96766-7069, and the COUNTY OF KAUAI, BOARD OF WATER SUPPLY ("**BWS**"), whose principal place of business is 4398 Pua Loke Street, Lihue, Kauai, HI 96766-5706. m.
h.p.

RECITALS:

- A. Grove Farm and LLCO, defined below, are each required by various Land Use Commission Decisions and Orders and County of Kauai Ordinances to provide potable water source requirements for the Projects, hereafter defined, controlled by Grove Farm and LLCO;
- B. BWS wishes to increase potable water capacity in the Lihue area to satisfy existing and future potable water needs; and,
- C. Grove Farm is able to satisfy a portion of the BWS's increased capacity requirements in the manner described in this Agreement.

NOW, THEREFORE, in consideration of the respective undertakings and agreement of Grove Farm and BWS set forth herein, Grove Farm and BWS agree as follows:

1. **Definitions.** In addition to the various terms defined in the body of this Agreement, the following defined terms are used throughout this Agreement and shall control in the interpretation of this Agreement.

BWS Receiving Main means and refers to BWS's 16" transmission main (DOW's 16" Waterline shown on **Exhibit 2**) located along Maalo Road and the haul cane road leading to BWS's Hanamaulu No. 3 well.

Capacity means and refers to the capacity of the Treatment Plant to treat surface water and produce potable water and is calculated in mgd.

Dedication Option means and refers to BWS's option to request and to accept dedication of the Option Property as more fully described in Section 10.

Delivered Water means and refers to the actual throughput of the Treatment Plant delivered to BWS and measured prior to delivery to the BWS-Receiving-Main.

Facility means and refers collectively to the improvements comprising the Water Delivery System and the Treatment Plant.

Governmental Conditions means and refers to the obligation imposed on Grove Farm and LLCO, as a result of Land Use Commission Docket No. A89-636 and Kauai County Zoning Ordinance PM 206-90, and as a result of Land Use Commission Docket No. A94-703 and Kauai County Zoning Ordinance PM 326-96, respectively, to provide the potable water source requirements for the Projects.

Hanamaulu Ditch System means and refers to that surface water system located at Hanamaulu in the Lihue district of Kauai owned by LLCO, which ditch system feeds Kapaia Reservoir ("**Reservoir**").

License Area means and refers to the Treatment Plant Site licensed by LLCO to Grove Farm, and the Water Delivery System Easement Areas in respect of which easements have been granted by LLCO to Grove Farm. The License Area is subject to those encumbrances specified in **Appendix A**.

LPCO refers to Lihue Plantation Company, Limited.

LLCO refers to Lihue Land Company, the trade name under which Visionary LLC ("**Visionary**") operates the former properties of LPCO, including, without limitation, the Lihue-Hanamaulu master plan real estate development project.

Maximum Capacity refers to the effective Capacity of the Treatment Plant, which is approximately 4.0 mgd, less Process Water.

mgd when used to described potable water requirements or production, means and refers to "million gallons per day".

Option Property means and refers to (a) the Facility, (b) a fee simple interest in the Treatment Plant Site, and (c) an easement for pipeline, utility and access on, over and under the Water Delivery System Easement Areas.

Process Water means and refers to water received into the Treatment Plant and utilized for cleaning, maintenance, flushing, and other functions designed to produce the actual output of the Treatment Plant and generally describes that portion of the water representing the difference between water received into the Treatment Plant and its actual output.

Project(s) includes and refers to, collectively and individually, Grove Farm's Lihue-Puhi real estate development project that consists of single and multi-family residential, commercial, school, golf course, and park components and LLCO's Lihue-Hanamaulu real estate development project (formerly owned by LPCO and acquired by LLCO in 2001) that will consist of single and multi-family residential, commercial, industrial, school and park components.

Total Construction Cost of the Facility shall mean and refer to the total of the design, construction (administration and improvement), and construction financing costs incurred by Grove Farm to plan, design, and develop the Facility.

Treatment Plant means and refers to a membrane type surface water treatment system manufactured by Zenon Environmental Systems, Inc., or equivalent, with a rated capacity of 3.0 mgd (the "**Rated Capacity**"). A schematic of the Treatment Plant is attached as **Appendix B** and the Treatment Plant is more fully detailed and described in the items described in **Appendix C** to this Agreement. The Treatment Plant will be located on certain lands adjacent to the Kapaia Reservoir, generally in the location shown on the map attached as **Exhibit 1** (the "**Treatment Plant Site**").

Water Delivery System means and refers to the (a) the pipeline systems that will transport surface water from the Reservoir to the Treatment Plant and (b) the pipeline system labeled "Proposed WTF Finished Waterline and Access Road" on **Exhibit 2** that will transport finished potable water from the Treatment Plant to the BWS Receiving Main, generally in the location shown on the map attached as **Exhibit 2** (collectively the "**Water Delivery System Easement Area(s)**"), which lands consisting of the Water Delivery System Easement Area are included in the License Area.

2. General.

a. Source Water Requirements. Grove Farm's Project, when fully developed, is expected to require approximately 1.6 million gallons of potable water per day on an average daily demand basis. LLCO's Project at full build-out is estimated to require approximately 1.8 million gallons of potable water per day on an average daily demand basis. The Governmental Conditions require Grove Farm and LLCO to provide all of the Projects' potable water source requirements. As of the date of this Agreement, Grove Farm and LLCO have provided only a portion of the 3.4 mgd required under the Governmental Conditions for the Projects. Grove Farm contemplates supplying a portion of the remaining obligation under the terms of this Agreement.

b. Control of Surface Water System. Grove Farm, its stockholder ALPS LLC, a Delaware limited liability company, Visionary and LLCO are each independent, but related, companies with common ownership. One or more of these companies (1) own or control the Hanamaulu Ditch System, which feeds Kapaia Reservoir and the stream diversion facilities (the "**Stream Diversion Facilities**") for the South Fork Wailua River (the "**Stream**"), which can divert over 30 million gallons of water per day into the Hanamaulu Ditch System and (2) act as diversion works operator under a Stream Diversion Registration of Works and Declaration of Water Use, dated May 24, 1989, filed with the Commission on Water Resource Management for the Stream by LPCO. To facilitate the performance of this Agreement, Grove Farm will enter into an agreement or agreements (the "**Authorizing Agreements**") with LLCO: (i) permitting Grove Farm access to and allowing Grove Farm to operate the Stream Diversion Facilities, (ii) allowing Grove Farm to secure limited water from Kapaia Reservoir, (iii) securing for Grove Farm an easement or license over the Water Delivery System Easement Area, (iv) securing for Grove Farm an easement or license of the Treatment Plant Site and (v) permitting Grove Farm to construct the Facility. Such authorizing

agreement shall contain a provision binding the successors and assigns of Grove Farm and LLCO. Grove Farm shall provide copies of the Authorizing Agreements to BWS by December 31, 2003.

c. Interpretation. In interpreting and effecting the provisions of this Agreement, the parties shall be guided by the following general principles;

- i. The parties shall act reasonably and in good faith;
- ii. Interpretations shall be fair and reasonable, taking into account the interests of and consequences to both parties;
- iii. This Agreement contemplates that costs associated with the development, planning, and operation of the Facility be borne proportionally by the parties in the manner specified in this Agreement. Where appropriate and as the Agreement may dictate, the principle of proportional cost-sharing shall be considered in the interpretation of this Agreement.

3. Term of Agreement. This Agreement shall be effective and commence upon execution by all parties. Upon the terms and conditions set forth herein, this Agreement, unless earlier terminated in accordance with Section 17, shall terminate fifteen (15) years after the Effective Date or upon dedication of the Facility to BWS, whichever occurs first, except to the extent specifically provided to the contrary in this Agreement. If the Facility has not been dedicated to BWS within the initial fifteen (15) year term of this Agreement, the term of this Agreement shall be automatically extended for successive two (2) year periods (the "**Renewal Term(s)**") unless and until (i) the Facility is dedicated to BWS, (ii) either party delivers to the other written notice of such party's election to terminate this Agreement at least ninety (90) days prior to the conclusion of the initial term or any successive two (2) year term (the "**Termination Notice**") or (iii) the parties mutually agree to terminate this Agreement. In the event a timely Termination Notice is given, this Agreement shall terminate at the conclusion of the initial fifteen (15) year term or Renewal Term during which the Termination Notice is given.

4. The Facility - Treatment Plant.

Can Grove Farm reimburse BWS for the cost of the connection? = 7

a. Agreement to Design and Construct Treatment Plant.

i. Subject to the terms and conditions herein, Grove Farm agrees, at its sole cost and expense, to design and to construct the Treatment Plant and a water delivery system that, using water from the Hanamaulu Ditch System, will treat and deliver potable water to the BWS Receiving Main.

ii. The actual point of connection is subject to BWS approval. BWS shall allow this connection free of charge except, however, Grove Farm shall reimburse BWS for its customary expenses incurred in conjunction with the inspection and acceptance of connections of this type.

what happens if there is quality problems?

iii. Grove Farm intends to develop the Treatment Plant as a membrane type surface water filtration and treatment plant in Hanamaulu in close proximity to the Kapaia Reservoir. Additionally, water from the Treatment Plant shall not (1) adversely disrupt or cause taste or aesthetic quality problems to the BWS's water system based on an objective and verifiable increase in consumer complaints (within BWS's Lihue-Hanamaulu service area) regarding the taste or aesthetic quality of the water delivered by BWS incorporating the Delivered Water or (2) cause BWS to violate the Safe Drinking Water Act, State of Hawaii Department of Health rules and regulations and all other applicable rules and regulations. The Treatment Plant will treat water from the Hanamaulu Ditch System and comply with the potable water requirements of the Safe Drinking Water Act, State of Hawaii Department of Health rules and regulations and other applicable rules and regulations. The parties agree they will cooperate and use their respective best efforts to assure that the standards described in this Section are satisfied throughout the period of operation of the Treatment Plant.

iv. Grove Farm will make the necessary improvements to the BWS water systems to integrate the water supply from the Treatment Plant into the BWS system. Improvements may include pumps, controllers and equipment to connect and balance BWS's 393 and 510 water systems. Grove Farm shall fund a study to identify such improvements, which shall be reviewed and approved by BWS.

v. The parties acknowledge that a portion of the BWS's water transmission system located in the Hanamaulu Area in Kuhio Highway (from Kapaia Bridge to Wilcox Hospital and running towards Kapaa), which is intended to transport portions of the Delivered Water may require upsizing or replacement, due to a physical size constraint, in order to accept the quantity of Delivered Water contemplated by this Agreement. The parties have agreed that any mutually approved cost required to upsize or replace the described portion of the transmission system or to install an additional transmission line along the cane haul road/Ehiku Street route, as each are shown on the map attached as **Exhibit 3** (the "**Pipeline Improvement Map**"), shall be borne 66.67% by BWS and 33.33% by Grove Farm.

b. Design of Treatment Plant.

i. Grove Farm will design the Treatment Plant with the Rated Capacity in compliance with applicable standards with respect to membrane type systems in effect at the time of the commencement of construction of the Treatment Plant and in a manner that will permit the Treatment Plant to be accepted by and dedicated to BWS. Notwithstanding the foregoing the parties acknowledge that the Treatment Plant will have a maximum capacity of 4.0 mgd. As a result, the actual throughput of treated water may exceed 3 mgd.

ii. BWS shall have the right to review the design plans for the Facility and to provide suggestions with respect to the design of the Facility. BWS shall conduct its review and provide comments, if any, in a timely manner so as not to unreasonably delay the design process. Grove Farm may incorporate into the

final design of the Treatment Plant those suggestions that Grove Farm, in its sole discretion, deems appropriate; provided, however, Grove Farm acknowledges that its failure to incorporate BWS's minimum design requirements or comments could affect BWS's decision to exercise its Dedication Option. Upgrades of the Treatment Plant required following its construction shall be controlled by Section 12 of this Agreement.

c. Financing and Construction Bond. Grove Farm agrees to provide a construction bond for the cost of constructing the Treatment Plant, in a form and amount reasonably acceptable to BWS. BWS acknowledges that Grove Farm plans to finance the development and construction of the Facility with a loan, in an amount not less than 80% total development and construction cost of the Facility (which Grove Farm estimates to be approximately \$8,000,000.00) from an institutional lender (the "**Development Lender**") secured by an assignment of income attributable to the Facility's operations and/or mortgage on the Facility and other interests Grove Farm may have in the Facility and/or License Area (the "**Development Loan**"). Grove Farm estimates that the Development Loan will be amortized over a period of up to 15 years.

d. Post-Completion Insurance. Following completion of construction of the Treatment Plant, Grove Farm shall acquire and maintain casualty insurance on the improvements to the Treatment Plant Site. The parties shall, prior to completion of construction of the Treatment Plant, approve the terms, conditions and amount of the casualty insurance.

5. Water Supply and Delivery.

a. Acceptance of Water. Throughout the term of this Agreement, BWS shall accept into its water system the Delivered Water. BWS agrees to purchase Delivered Water, subject to the provision of 4.a.iii and to the limitations contained in this Agreement relating to Minimum Daily Delivery limitations set out in Section 6, for the fees described in Section 7. BWS shall and does hereby agree to take all necessary and required actions to secure and shall maintain throughout the term of this Agreement all appropriate and necessary approvals applicable to the procurement of Delivered Water. All and any of Grove Farm's obligations under this Agreement are specifically conditional on such procurement approvals.

b. Performance Bond. Commencing from and after the date of first delivery of Delivered Water to BWS, Grove Farm shall maintain or cause to be maintained by the operator of the Treatment Plant, defined below, a performance bond, if available, issued by a financially capable surety, that ensures the continuous operation of the Treatment Plant until the expiration or termination of this Agreement, provided BWS first approves the scope and expense of such performance bond. A copy of such bond (and any replacement bonds) obtained shall be provided to BWS. The cost of securing such performance bond shall be included in the cost of operations of the Facility.

c. Plant Management Agreement and Operations. Grove Farm contemplates that it will enter into a Treatment Plant management agreement (the "**Plant Management Agreement**") with an entity or entities qualified and experienced in the operations of facilities similar to the Treatment Plant (the "**Operator**"). To secure the continued, uninterrupted operation of the Treatment Plant in accordance with this Agreement and the performance of Grove Farm's obligations under this Agreement, Grove Farm shall, to the extent permitted by the Development Loan, assign to BWS, as security only, Grove Farm's rights arising under the Plant Management Agreement. Such assignment shall be made concurrently with the establishment of the Tested Capacity of the Treatment Plant, as described in Section 8.b. The form of assignment for security purposes shall be approved by the parties and Grove Farm's Development Lender.

6. Daily Delivery Limitations.

a. Minimum Delivery. Delivered Water received at BWS' Receiving Main shall be controlled by BWS' supervisory control and data acquisition system ("**SCADA**"). Subject to the provisions of 4.a.iii and the provisions of this Agreement, Grove Farm will deliver and BWS will accept not less than 2.0 mgd of Delivered Water calculated on a quarterly basis (2.0 mgd calculated on a quarterly basis is the "**Minimum Daily Delivery**") from the end of the Trial Period described in Section 8 until such time as BWS elects to increase the Minimum Daily Delivery of Delivered Water in the manner provided in this Section.

b. Modified Delivery Limitation. At any time, BWS may increase the delivery of Delivered Water (such that it exceeds 2.0 mgd), provided BWS may not cause Delivered Water to exceed the Capacity of the Treatment Plant. Any such increase shall be effected by BWS by electronic telemetry through SCADA. Subject to the parties' performance as provided in Section 4.a.iii, in no event may BWS decrease the amount of Delivered Water below the 2.0 mgd Minimum Daily Delivery.

c. Effect on Section 8 Credits and Use of Water. Any adjustment by BWS of the Minimum Daily Delivery shall not diminish Grove Farm's Credits available under the terms of this Agreement. Grove Farm may use the output of the Treatment Plant not included in Delivered Water (the "**Additional Water**") for purposes determined appropriate by Grove Farm; provided, however, if Grove Farm proposes to utilize the BWS System for delivery of Additional Water, Grove Farm must first obtain BWS's consent to use the BWS System, which consent shall not be unreasonably withheld. Improvements to the facility required to permit Grove Farm's use of Additional Water shall be at Grove Farm's expense.

7. Treatment and Delivery Sales Fee.

a. BWS Fee. As consideration for the delivery by Grove Farm of potable water from the Treatment Plant, BWS shall pay Grove Farm the treatment and delivery sales fees described in this Section (the "**BWS Fee**"), which BWS Fees shall be subject to periodic adjustment as provided in this Section. The BWS Fee

shall include (i) a fee for Delivered Water at the rate of \$ 1.327 per 1,000 gallons of Delivered Water (the "**Delivered Water Fee**"), which includes the reimbursement identified in section 7.a.(ii) and 7.a.(iii) below; (ii) a reimbursement to Grove Farm for any and all electrical service costs incurred by Grove Farm in connection with the operation of the Facility (the "**electrical service cost**"); and (iii) a sum equal to all and any State of Hawaii general excise applicable to and payable in respect of the Delivered Water Fee and the electrical service cost reimbursement. The electrical service cost shall be based on actual meter reading and shall be supported by such evidentiary data as specified in Section 7.d. The parties acknowledge that the Delivered Water Fee represents a blend of the cost of the treatment and delivery sales fee for water reserved by and credited to Grove Farm (the "**Grove Farm Fee**") and the treatment and delivery sales fee for water delivered to and allocated to BWS (the "**BWS Treatment Fee**") on a one (1) to two (2) ratio between the Grove Farm Fee and the BWS Treatment Fee. In the event that BWS increases the Minimum Daily Delivery of water, that portion of the Delivered Water Fee for the water delivered in excess of the Minimum Daily Delivery shall, to the extent that the referenced Delivered Water Fee is not absorbed by Grove Farm's return on investment (described in Section 7.b), operational and maintenance costs, electric service costs, and general excise tax, be applied by Grove Farm to reduce sums owed under the Development Loan.

b. Adjustment of BWS Fee. At the conclusion of the Trial Period and thereafter, when and as requested by either party, but not more often than once annually, the Delivered Water Fee shall be adjusted by mutual agreement based on the operational, maintenance and development costs of the Treatment Plant, but in no event shall the Delivered Water Fee be less than the greater of (i) the Delivered Water Fee established pursuant to Section 7.a or (ii) the Delivered Water Fee established by the review for the immediately preceding period made pursuant to this Section 7.b. Operational and maintenance costs shall include any and all costs incurred by Grove Farm (or its assignee or successor) to administer, maintain, repair, improve, replace, refurbish, and operate the Facility, to own, lease, license, operate or maintain any portions thereof, and otherwise in acting pursuant to this Agreement, or to be incurred in respect of offsite improvements to BWS's water transmission facilities in accordance with the Agreement or subsequent agreement of the parties, including without limitation, (A) the costs of planning, construction and financing of the modernization, improvement, renovation or replacement of the Facility necessitated by floods, washouts, landslides, earthquakes, hurricanes or other acts of God or man, or necessitated by technological change or governmental requirements, (B) the costs required to maintain a standard schedule of maintenance and repair typical for similar surface water treatment plants, and to ensure that all components of the Facility are operated and maintained in a manner which will not prevent or hinder the ability of Grove Farm or BWS to access capacity in or expand the Treatment Plant, (C) all expenses of record keeping, bank fees, government filings, accounting, yard, janitorial and other similar services, wages, accounting, legal and management fees, other necessary expenses of upkeep, maintenance, management and operation actually incurred including those incurred to comply with any law or regulation, (D) all expenses of all employees, managers, and consultants required to operate, manage, maintain, improve,

replace, refurbish, and repair the Facility, or to perform any of the functions above described, as reasonably determined by Grove Farm, (E) the costs of insurance, bonds or other assurances maintained by Grove Farm as required or permitted by this Agreement or in respect of the Development Loan or customarily secured for operations of the nature contemplated, (F) all charges for leases, licenses, rents, and taxes, (G) the cost of all utility services (including water, electricity, gas, refuse disposal, sewer and any similar services), and (H) reasonable reserves for contingencies, replacements and other proper purposes deemed appropriate by Grove Farm to meet the costs and expenses of maintenance, repairs and replacement for items that must be maintained, repaired, or replaced on a periodic basis. In connection with the periodic review, the parties shall consider and take into account that the portion of the Delivered Water Fee representing the BWS Treatment Fee shall be equal to the total of (1) BWS's operational and maintenance costs, exclusive of electrical service costs, of its current source systems in the Lihue-Hanamaulu area, (2) the cost(s) to develop the Facility, and (3) a reasonable return on Grove Farm's investment, which shall be ten percent (10%) of 2/3rds of the cost of the development and construction of the Facility. In connection with the periodic review, the parties shall also consider and take into account that the portion of the Delivered Water Fee representing the Grove Farm Fee shall be not less than an amount that equals Grove Farm's cost of operations, insurance and financing. BWS may audit, at its discretion and at its cost, operational and maintenance costs. In no event, shall the Delivered Water Fee exceed BWS's actual cost to provide water to its current customers.

c. Increased Monitoring Costs. The parties acknowledge that costs incurred in distribution system monitoring in conformance with the Safe Drinking Water Act (SDWA) may increase due to the introduction of surface water into the distribution system. The mutually approved additional costs, including sampling and laboratory analysis (collectively the "**Increased Monitoring Costs**"), shall be borne 66.67% by BWS and 33.33% by Grove Farm. All such costs shall be advanced by BWS and BWS shall receive 33.33% of the Increased Monitoring Costs as a credit against monthly BWS Fee paid pursuant to this Agreement; provided BWS submits to Grove Farm any and all invoices and documentation in respect of the Increased Monitoring Costs, together with evidence of BWS's payment of such costs for which BWS seeks such credit.

d. Billing Procedures. Grove Farm will submit, on a calendar month basis, billings to BWS for Delivered Water based on Sections 7.a and 7.b of this Agreement (the "**Water Fee Invoices**"). Concurrently, Grove Farm shall submit to BWS as supporting documentation any and all invoices received by Grove Farm in respect of the electrical service to the Facility, together with evidence of Grove Farm's payment of such invoices. BWS shall pay the Water Fee Invoices within 31 days of their receipt. Any payment or reimbursement not timely paid by BWS shall bear interest at the rate of twelve percent (12%) per annum until paid.

8. **Credits Toward Grove Farm's Obligation.**

a. **The Credits.** In consideration of Grove Farm's funding and construction of the Treatment Plant, Grove Farm and LLCO shall receive a facility reserve charge credit ("**FRC Credit**") and a source credit equal to 1/3rd of the Tested Capacity as determined in Section 8.b. (collectively the "**Credits**"), allocated as directed by those parties, against their respective potable water development obligation under all applicable Governmental Conditions. Grove Farm may apply the FRC Credit against any facilities reserve charges that may be assessable to Grove Farm or LLCO with respect to water meters delivered to any development by those parties.

b. **Procedure for Determining Amount of Credits.**

i. The Credits shall be determined after a trial period to evaluate performance of the Treatment Plant (the "**Trial Period**"). The Trial Period shall commence ten (10) calendar days following the date the Facility is fully operational. The Facility shall be deemed fully operational when the Treatment Plant's actual operational time exceeds 90 percent of the available run time during a 30-day period (the "**Minimum Run Time**"). Grove Farm will give BWS written notice when the Treatment Plant is fully operational. The length of the Trial Period will be mutually agreed to by Grove Farm and BWS, provided, however, that the trial period will be completed within six (6) months from the start date.

ii. During the Trial Period, the parties shall coordinate with the State Department of Health Safe Drinking Water Branch to monitor operations of the Facility and to establish the "**Tested Capacity**" of the Facility. The Tested Capacity shall be established by the parties and the State Department of Health Safe Drinking Water Branch in conformance with the State of Hawaii Administrative Rules relating to potable water systems.

iii. During the Trial Period, Grove Farm will receive Credits equal to 0.50 mgd.

iv. Following the Trial Period, Grove Farm will receive Credits specified in Section 8.a.

c. **Assignment of Credits.** Grove Farm, at its option, may assign any or all of the Credits to LLCO in partial satisfaction of LLCO's obligation under Docket No. A94-703 and PM 326-96. Grove Farm may assign the Credits, or portions thereof, to (1) any user, occupant or developer of the Grove Farm property under Docket No. A89-636 and PM 206-90 or (2) LLCO lands that are described under Docket No. A94-703 and PM 326-96. BWS will acknowledge such assignment or assignments and confirm the availability of the assigned portion of the Credits to the assignee on request by Grove Farm

d. **Survival of Credits.** The Credits will survive the termination of this Agreement and any exercise by BWS of its option to accept dedication of the

Treatment Plant and its related real estate and facilities in accordance with Section 10, provided, however, that if Grove Farm is in default under any provision of this Agreement and such default remains uncured as described in Section 17 and actually diminishes the Rated Capacity of the Treatment Plant, the Credits shall be reduced by the number of gallons by which the Rated Capacity is actually diminished.

9. **BWS Access to Treatment Plant and Operational Data.** Grove Farm will provide BWS, in writing, the name, telephone number and other relevant contact information of an appropriate contact person or persons available twenty-four (24) hours a day and seven (7) days a week. Upon twenty-four (24) hours prior telephone notification from BWS to the operator of the Treatment Plant, Grove Farm agrees to permit BWS to have reasonable access to the Treatment Plant for periodic site visits for purposes of observing its operation and to review the Treatment Plant's operational data. Such visits are generally for the purpose of familiarizing BWS with the Treatment Plant in advance of BWS's exercise of its Dedication Option. In cases of an emergency, such advance notice shall not be required prior to entry; provided, however, BWS shall give Grove Farm telephonic notice as soon as reasonably possible following such entry. BWS's visits shall not interfere with the operations of the Treatment Plant.

10. **Dedication Option and Delivery of Source Water.**

a. **Option.** Subject to the limitations provided in this Section 10, BWS will have an option to request and accept dedication (the "**Dedication Option**") of the Option Property, in its "as-is, where-is" condition, free and clear of the Development Loan and any monetary lien or encumbrance (unless assumed by BWS in accordance with this Agreement) and all liens or encumbrances except those specified in Appendix A and which may in the future be approved by BWS or required by this Agreement. BWS approves the encumbrances affecting the Option Property described in Appendix A.

b. **Cost of Option Property.** In the event BWS exercises its Dedication Option on or before the date by which Grove Farm will have been fully reimbursed for its cost of development and construction of the Facility and financing of that portion of the Facility allocable to BWS via payment of the BWS Fee (the "**Reimbursement Date**"), BWS shall pay to Grove Farm the sum (the "**Acquisition Fee**") of: (1) the fair market value of the fee simple interest in the Treatment Plant Site, and the easement interest in the Water Delivery System Easement Areas that are not already owned by BWS ("**License Area Price**"), which value shall be established by mutual agreement between the parties and failing such mutual agreement by appraisal applying the customary methodology applicable to condemnation of fee simple interest in land, plus (2) the un-amortized cost of the development and construction of the Facility as at the date of the exercise of the Dedication Option (the "**Facility Improvements Price**"), provided, however, such Facility Improvements Price shall not be less than a percentage of the outstanding balance (principal, accrued interest, closing and pay-off fees, if any) due and owing in respect of the Development Loan equal to 66.67

divided by a fraction, the denominator of which is the Total Construction Cost of the Facility and the numerator of which is the principal balance due under the Development Loan following completion of construction of the Facility (e.g., the Facilities Improvements Price would not be less than 83.33% of the Development Loan if only 80% of a \$8,000,000 Total Construction Cost is financed). BWS may credit the balance due under the Development Loan against the Acquisition Fee if BWS is permitted to assume all or a portion of the Development Loan equal to the Acquisition Fee and Grove Farm is released fully under the Development Loan. In the event the Dedication Option is exercised after the Reimbursement Date, BWS shall pay to Grove Farm no License Area Price and no Facility Improvements Price will be payable upon dedication of the Facility.

c. Term of Dedication Option. So long as this Agreement is in full force and effect, BWS may exercise its Dedication Option at any time after the effective date of this Agreement. BWS's Dedication Option shall expire on termination of this Agreement.

d. Procedure for Exercising Option/Closing. BWS may exercise its Dedication Option by giving Grove Farm written notice by certified mail or personal delivery of its intent to do so ("**Notice of Intent**"). In the event BWS provides Grove Farm with a Notice of Intent, Grove Farm shall have the right to designate the time, place and date of closing ("**Closing Date**"), provided that the Closing Date shall be within ninety (90) business days after receipt of the Notice of Intent, unless the parties shall mutually agree in writing to extend the Closing Date. Grove Farm shall subdivide and convey the Treatment Plant Site to BWS by deed, the form and content of which shall be mutually agreed upon by the parties. The Water Delivery System Easement Areas shall be conveyed by grant of easement using the customary form of grant utilized by and between Grove Farm and BWS. Any unattached components of the Facility shall be conveyed by bill of sale.

e. Delivery of Source Water. From and after the conveyance of the Option Property to BWS (which date of conveyance is described as the "**Conveyance Date**") and subject to the provisions of this Agreement, BWS shall have the right to purchase from Grove Farm and Grove Farm agrees to sell to BWS an uninterrupted supply of water from Kāpaia Reservoir and the Hanamaulu Ditch System (the "**Source Water**") in an amount not less than the Maximum Capacity of the Treatment Plant. BWS shall pay Grove Farm the sum of \$ 0.003 per 1000 gallons of Source Water delivered to the Treatment Plant (the "**Source Water Delivery Fee**"). The Source Water Delivery Fee shall be increased by three percent (3%) annually, on the anniversary date of the Conveyance Date. Notwithstanding the foregoing, the parties agree that due to the difficulty in calculating the Source Water Delivery Fee, BWS may elect to pay in lieu of the Source Water Delivery Fee a sum to Grove Farm (as manager of the Kapaia Reservoir and the Hanamaulu Ditch System) equal to BWS's prorata share of the cost to deliver water to Kapaia Reservoir (the "**In-Lieu Fee**"). BWS's prorata share shall equal a fraction of such cost of the management of the Kapaia Reservoir and the Hanamaulu Ditch System, the numerator equaling the actual amount of water delivered to the Treatment Plant and the denominator being the total amount of

water delivered to the Reservoir as measured by the gauging station at Hanamaulu Ditch. As of the Effective Date, the prorata share of a 3.0 mgd plant is approximately \$2,640.00 per year. The conveyance instrument for the Option Property shall include appropriate covenants formalizing (1) the right of BWS to purchase delivery of Source Water, together with access rights to Kapaia Reservoir and the Hanamaulu Ditch System for purposes of assuring delivery of Source Water to the Treatment Plant for so long as BWS utilizes the Treatment Plant or successor facility to supply potable water to its consumers, (2) the right of BWS to divert flush or discharge water (a component of Process Water created by the Treatment Plant) to a location selected by Grove Farm for so long as BWS utilizes the Treatment Plant or successor facility to supply potable water to its consumers, which flush or discharge water will be accepted by Grove Farm, and (3) the obligation of BWS to pay the Source Water Delivery Fee or the In-Lieu Fee, upon which the delivery of Source Water is conditioned.

f. Agreement Controls in the Event of Condemnation. BWS agrees that any condemnation of the Facility shall require the payment and be subject to the retained rights and the Credits specified in this Agreement. In all respects, any such condemnation shall constitute an exercise of the Dedication Option described in this Agreement and shall be undertaken subject to the terms of this Agreement.

g. Effect of Dedication on Credits. Grove Farm's rights and obligations under this Agreement will be terminated upon dedication, provided, however, that the rights and obligations of the parties and the Credits to Grove Farm described in Section 8 and in this Section 10 will survive the exercise of the Dedication Option.

11. Government Approvals. The parties shall cooperate and assist each other in obtaining any government approvals, if any, necessary to carry out the terms of this Agreement. The parties shall bear their own respective costs and expenses incurred in obtaining those approvals.

12. Future Expansion and Upgrade. Any expansion of the Treatment Plant and associated equipment beyond its Maximum Capacity or upgrade to the Treatment Plant shall be subject to the mutual approval of Grove Farm, LLCO and the BWS. Any such expansion, if by BWS, Grove Farm or by both of them shall be undertaken, if at all, generally subject to the following terms:

a. No Harm to Existing Capacity. Expansion of the Treatment Plant is permitted only if the parties agree that there will be no permanent resulting decrease in the quantity of potable water produced by the then existing facility.

b. Grove Farm Expansion. Any expansion of the Treatment Plant by Grove Farm during the period Grove Farm owns the Treatment Plant, will be at its sole cost and expense. Grove Farm agrees that it shall expand the Treatment Plant only to fulfill the Governmental Conditions or other potable water source requirements imposed on Grove Farm or LLCO or both in connection with the development of property owned by one or the other of them. Notwithstanding Section 8.b.iv, BWS agrees that if Grove Farm expands the Treatment Plant for the

foregoing reasons, BWS shall be obligated to take delivery of potable water from the Treatment Plant to satisfy the potable water source requirements of the Projects and the foregoing developments and to credit Grove Farm for water source capacity in accordance with Section 8.

c. BWS Expansion. As long as Grove Farm owns the Plant, BWS agrees that it will not seek expansion of the Treatment Plant unless BWS is then accepting delivery of the Rated Capacity of the Treatment Plant. If BWS seeks expansion of the Treatment Plant prior to BWS's acquisition of the Treatment Plant, BWS agrees (1) that any expansion shall be at its sole cost and expense; and (2) that it shall be responsible for any increase in operational costs resulting from said expansion. Grove Farm and BWS also agree that any additional treatment and delivery capacity created by a BWS expansion shall belong to BWS.

d. Grove Farm Participation In Expansion. After conveyance of the Treatment Plant to BWS, BWS will allow Grove Farm to participate in future expansion of the Treatment Plant as shall be mutually agreed to by Grove Farm and BWS, provided that said agreement shall generally follow the guidelines provided for in this Section 12.

e. Upgrade of Facility. In the event of a change in regulations applicable to the Facility requiring the upgrade of the Facility or in the event the parties mutually approve a capital improvement to the Facility, the parties shall cooperate to undertake any such required upgrade. The cost of any such upgrade required prior to BWS's exercise of the Dedication Option shall be borne 66.66% by BWS and 33.34% by Grove Farm. The method of payment for any such upgrade shall be mutually approved by the parties and may include, without limitation, cash payment, refinancing, or other methods. Any upgrade required post-dedication shall be the responsibility of BWS.

f. Survival. The rights and obligations of the parties arising under this Section 12 shall survive the exercise of the Dedication Option by BWS and dedication of the Facility to BWS.

13. Injury to Treatment Plant.

a. Rebuilding Permitted. In the event the Treatment Plant is destroyed wholly or partially by any cause other than the negligence of BWS, Grove Farm shall, to the extent of available insurance proceeds and if permitted by the Development Loan, rebuild the Treatment Plant at no cost or expense to BWS. Grove Farm shall use its reasonable efforts to undertake and to complete such reconstruction, if permitted by the Development Loan, as soon as practicable following such destruction. Grove Farm agrees that it shall use its best efforts to obtain a Development Loan that permits such application of insurance proceeds. During the period of repairs, Grove Farm will have no obligation to deliver water to BWS except as is reasonably possible and may be accomplished at a cost first approved by BWS. In that regard, the parties agree to cooperate in securing and developing alternate sources of water, if required. All additional cost incurred by

Grove Farm in effecting such delivery shall be reimbursed by BWS to Grove Farm upon demand by Grove Farm.

b. Rebuilding Restricted. Should the Development Loan prohibit the reconstruction of the Treatment Plant contemplated by this Section 13 in the event of substantial destruction (by requiring, by way of example, that the insurance proceeds be applied to the outstanding debt under the Development Loan) Grove Farm will make its best faith effort to secure alternate financing that will permit the reconstruction of the Treatment Plant.

c. Transfer of Plant/Discharge of Obligations. If within 12 months following the destruction of the Treatment Plant, Grove Farm is unable to complete reconstruction of the Treatment Plant or is unable to secure alternate financing to rebuild the Treatment Plant, BWS may elect, by written notice to Grove Farm given within thirty (30) days following the expiration of the 12 month period following destruction of the Treatment Plant, to exercise the Dedication Option, as modified by this Section 13.c. or accept a payment from Grove Farm equal to one-third (1/3rd) of the depreciated value of the Treatment Plant as at the date of its destruction in full and complete satisfaction of Grove Farm's obligations under this Agreement (the "**Destruction Payment**"). Should BWS elect to accept the Destruction Payment, this Agreement shall be terminated without prejudice to the Credits received by Grove Farm and BWS shall have no further rights in or to the Facility. The acceptance of the Destruction Payment shall constitute a waiver by BWS of any and all rights to condemn the Facility or the water supply to the Facility. If BWS elects to exercise its Dedication Option following destruction of the Treatment Plant, the provisions of Section 10 shall apply, provided, however, (a) BWS shall pay to Grove Farm: (1) the License Area Price plus (2) a sum equal to the Facility Improvements Price reduced by the amount of insurance proceeds received by Grove Farm in respect of the destruction and applied to the Development Loan, plus (3) any unexpended insurance proceeds attributable to the destruction of the Treatment Plant assigned to BWS by Grove Farm and (b) Grove Farm shall, if requested by BWS, assign to BWS, subject to receipt of the foregoing payment, any unexpended insurance proceeds attributable to the destruction of the Treatment Plant not required to be applied to the Development Loan. In no event, however, shall the reduced Facility Improvements Price be less than \$0.00.

14. Representations and Warranties. Grove Farm represents and warrants that it has full power and authority to enter into this Agreement. BWS represents and warrants that it has full power and authority to enter into this Agreement.

15. Assignment. With BWS approval, which shall not be unreasonably withheld, Grove Farm shall have the right to assign this Agreement, provided Grove Farm may assign this Agreement to any of its subsidiaries and/or affiliates without the consent of BWS. Grove Farm shall give BWS written notice of any such assignment. Any Assignee shall possess or be able to hire and employ persons having management and operational skills, experience and personnel sufficient to enable the Assignee to manage, operate and maintain the Facility in the manner it

was managed, operated and maintained prior to the assignment. The assignee shall be bound by terms of this Agreement.

16. **No Early Termination.** This Agreement may not be terminated by either party at any time prior to the end of the Term of Agreement described in Section 3, except as otherwise provided for in this Agreement.

17. **Default.** If either party shall be in violation, breach or default of any term or condition of this Agreement ("**Default**"), and any such Default is not cured within thirty (30) days after written notice of such Default, the party that gave notice of the Default may, at its sole discretion, terminate this Agreement without prejudice to any of its other remedies at law or in equity. In the event such Default is of such a character as to require more than thirty (30) days to cure, such Default shall not permit termination of this Agreement if efforts to cure such Default have been commenced within such thirty (30) day period following written notice and are diligently and consistently pursued thereafter by appropriate steps to cure such Default.

18. **Condemnation Action.** The parties further agree they will endeavor to settle all claims asserted in Board of Water Supply vs. Visionary, L.L.C., Civil No. 00-010 -0021, pending in the Circuit Court of the Fifth Circuit, State of Hawaii, ("**Condemnation Action**") for the amount deposited by the Board of Water Supply, County of Kauai, with the Chief Clerk of the Fifth Circuit Court, and withdrawn by Visionary, L.L.C. pursuant to the Stipulation For Withdrawal Of Funds entered therein on May 16, 2002, with each party bearing their own attorneys' fees and costs. The parties agree that any settlement of the Condemnation Action may not proceed unless this Agreement has been approved by BWS and Grove Farm.

19. **Mediation and Arbitration.**

a. **No Litigation.** Except as specifically permitted in this Section 19, no federal or state judicial or administrative (inclusive of arbitrations) proceeding shall be commenced or maintained by any party with respect to matters covered by this Agreement.

b. **Arbitration.**

i. With respect to any dispute or disagreement arising out of this Agreement and each parties obligations hereunder (a "**Dispute**"), Grove Farm and BWS agree to resolve the Dispute by arbitration pursuant to the Arbitration Rules, Procedures, and Protocols of Dispute Prevention and Resolution, Inc. ("**DPR**"), then in effect (the "**Arbitration**") and Haw. Rev. Stat. chapter 658A; provided, however, the Arbitration shall be conducted by a three-member arbitration panel. One panel member shall each be chosen by BWS and Grove Farm, and the two members shall then, by joint agreement, choose the third panel member. The three members of the panel may, but are not required to, be chosen from DPR's list of arbitrators. In the event of any actual, implied, or apparent conflicts between 1) the Arbitration Rules, Procedures, and Protocols of DPR, and 2) H.R.S. chapter 658A, the

provisions of HRS chapter 658A shall prevail and control. Any counterclaim a party may have against another party shall also be resolved in the context of and by Arbitration. Any Arbitration shall be conducted in the County of Kauai, and shall be governed by the laws of the State of Hawaii. No punitive damages shall be awarded in any claim. Further, no award of attorneys' fees or for damages attributable to emotional distress or a multiple of actual damages based upon any theory of law may be made or awarded in any claim against either party in any Dispute. The arbitration panel may award costs, including expert witness fees, to the prevailing party. Additionally, the arbitration panel may award equitable relief pursuant to any Arbitration instituted as a result of or to enforce this Agreement. The award rendered by the arbitration panel shall be final and binding and a judgment may be entered upon it in accordance with H.R.S. chapter 658A in the Circuit Court of the Fifth Circuit, State of Hawaii.

c. Qualification. In the arbitration of any Dispute, the arbitration panel shall be impartial and to the extent reasonably available, trained or experienced in the subject matter of the arbitration.

d. Obligations Pending Arbitration. The pendency of an Arbitration proceeding shall not relieve Grove Farm or BWS of any duty to perform any obligation under this Agreement capable of performance, including the delivery of water and the payment of fees attributable to such delivery, except as otherwise provided in this Agreement. Should any Dispute which relates to expansion of the Treatment Plant be submitted to arbitration, the party seeking such expansion shall not proceed with such expansion during such arbitration without first securing either the prior written consent of the objecting party, which consent shall be given or withheld solely at the discretion of the objecting party, or first depositing a bond with the objecting party in a form and with sureties satisfactory to the objecting party indemnifying the objecting party against all losses, damage or claims and demands resulting from an alteration of the Treatment Plant. The objecting party's approval of any such bond shall not be unreasonably withheld.

20. Miscellaneous.

a. Successors and Assigns/No Third Party Beneficiaries. This Agreement shall be binding upon, and inure to the benefit of, the parties hereto and their respective successors and assigns. There are no third-party beneficiaries to this Agreement.

b. Amendment. This Agreement may be amended or modified by, and only by, a written instrument executed by the parties.

c. Force Majeure. For any period of time during which either party is prevented from performing the actions or obligations either may have under this Agreement as the result of acts of God, strikes, lockouts, litigation, court orders, government imposed or caused delays, or other cause without fault and beyond the reasonable control of such party (financial inability excepted), the period for the performance of any such act or obligation shall be extended for a period equivalent

to the period of such delay; provided, however, that nothing shall excuse the prompt payment of the BWS Fee required by Section 7 of this Agreement to be paid in respect of Delivered Water. The party so delayed or prevented from the performance of any act shall notify the other of such delay or prevention and shall thereafter keep the other party regularly informed of the status of such delay or prevention.

d. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Hawaii.

e. Section Headings. The section headings inserted in this Agreement are for convenience only and are not intended to, and shall not be construed to limit, enlarge or affect the scope or intent of this Agreement, nor the meaning of any provision hereof.

f. Excise Tax. All fees or sums paid by BWS to Grove Farm under this Agreement shall include State of Hawaii general excise tax, as it may be amended from time to time, or any successor or similar tax, payable in an amount which, when added to such fee or other payment, shall yield to Grove Farm, after deduction of all such tax payable by Grove Farm with respect to all such fees or payments, a net amount equal to that which Grove Farm would have realized from such fees or payments had no such tax been imposed.

g. Counterparts. This Agreement may be executed in counterparts, each of which shall be deemed an original, and said counterparts shall together constitute one and the same agreement, binding all of the parties hereto, notwithstanding that all of the parties are not signatories to the original or same counterpart. For all purposes, including, without limitation, delivery of this Agreement, duplicate unexecuted and unacknowledged pages of the counterparts may be discarded and the remaining pages assembled as one document.

h. Merger of Prior Agreements. This Agreement supersedes all prior agreements and understandings between the parties hereto relating to the subject matter hereof.

i. No Party Deemed Drafter. The parties agree that no party shall be deemed to be the drafter of this Agreement, and further, that if this Agreement is ever construed by a court of law, or mediator or arbitration panel pursuant to Section 19 of this Agreement, such court, mediator or arbitration panel shall not construe this Agreement or any provision thereof against any party as the drafter of this Agreement.

j. Time is of the Essence. Time is of the essence of this transaction.

k. Attorney's Fees. If any action is brought by any party to enforce any right or remedy hereunder, the prevailing party in any such action or dispute, whether by final judgment or out of court settlement, shall be entitled to recover from the other its costs and expenses of suit, including, without limitation,

reasonable attorneys' fees. Said obligation of the non-prevailing party shall be deemed to accrue on the date of commencement of such action.

l. No Waiver. No waiver by either party of any provision hereof shall be deemed a waiver of any other provision hereof or of any subsequent breach by either party of the same or any other provision.

m. Notice. All notices, requests, demands or documents which are required or permitted to be given or served hereunder shall be in writing and (1) delivered personally, (2) delivered by national overnight courier, or (3) transmitted by facsimile, addressed as follows: President, Grove Farm Properties, Inc., P. O. Box 662069, Lihue, Hawaii 96766-7069, Fax No. (808) 246-9470; Manager and Chief Engineer, County of Kauai, Board of Water Supply, 4398 Pua Loke Street, Lihue, Hawaii 96766-5706, Fax No. (808) 246-8628. Notice delivered personally or transmitted by facsimile shall be deemed received on the day delivered personally or transmitted by facsimile. Notice delivered by national overnight courier shall be deemed received one (1) day following the date such notice is provided to the national overnight courier for delivery.

n. Advice of Counsel. Each party acknowledges that such party has had full benefit and advice of counsel of its own selection, in regard to understanding the terms, meaning and effect of this Agreement.

o. Further Assurances. The parties agree to execute any other or further documents, and take any actions, which reasonably may be required to carry out or effect the purposes of this Agreement.

p. Severability. Each provision of this Agreement shall be interpreted in a manner as to be valid and enforceable under applicable law. If any provision of this Agreement should be held to invalid or unenforceable, such invalidity shall not affect the validity or enforceability of the remaining provisions of this Agreement.

q. Incorporation of Exhibits and Appendices. All exhibits and appendices to this Agreement are incorporated by this reference.

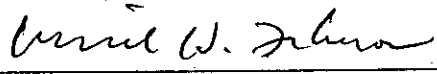
r. Consent. Visionary, LLC has evidenced its consent to this Agreement by its execution of this instrument.

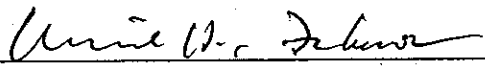
IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first above written.

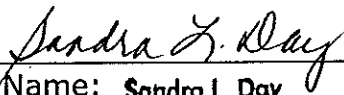
ACKNOWLEDGEMENT AND CONSENT:

GROVE FARM PROPERTIES, INC.

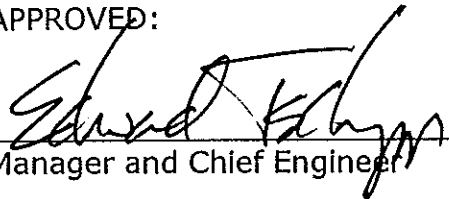
VISIONARY, LLC
A Delaware limited liability company

By 
Name: Michael H. Furukawa
Title: Vice President

By 
Its: Vice President

By 
Name: Sandra L. Day
Title: Treasurer

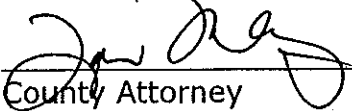
APPROVED:


Manager and Chief Engineer

COUNTY OF KAUAI, BOARD OF WATER SUPPLY

By 
Name:
Title: Chairperson

JTN APPROVED AS TO FORM AND LEGALLY:


County Attorney

STATE OF HAWAII)
) ss.
COUNTY OF KAUAI)

On this 4th day of February, 2004, before me Sandra L. Day appeared Michael H. Furukawa and Sandra L. Day, to me personally known, who, being by me duly sworn, did say that they are the Vice President and the Treasurer, respectively, of GROVE FARM PROPERTIES, INC., a Hawaii corporation, that the seal affixed to the foregoing instrument is the corporate seal of said corporation, and that said instrument was signed and sealed on behalf of said corporation by authority of its Board of Directors, and said Officers acknowledged said instrument to be the free act and deed of said corporation.

Mary Ann T. McMillen
Notary Public, State of Hawaii L.S.

Notary's Name: Mary Ann T. McMillen
My commission expires: 4-14-2006

STATE OF HAWAII)
) ss:
COUNTY OF KAUAI)

Visionary LLC

On 4th of February, 2004, before me personally appeared Michael H. Furukawa, to me personally known, who, being by me duly sworn or affirmed, did say that such person(s) executed the foregoing instrument as the free act and deed of such person(s), and if applicable, in the capacities shown, having been duly authorized to execute such instrument in such capacities.

Mary Ann T. McMillen
Notary Public, State of Hawaii L.S.

Notary's Name: Mary Ann T. McMillen
My commission expires: 4-14-2006

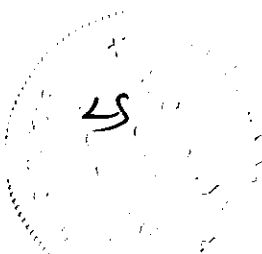
STATE OF HAWAII)
) ss.
COUNTY OF KAUAI)

On this ^{19th}~~18th~~ day of February, 2004, before me appeared *Curtis Tom*, to me personally known, who, being by me duly sworn, did say that he/she is the Chairperson of the BOARD OF WATER SUPPLY, COUNTY OF KAUAI, and that the foregoing instrument was signed on behalf of said Board, by authority of said Board, and that said officer acknowledged said instrument to be the free act and deed of said Board, and that said Board has no corporate seal. *n.p.*

Rona Miura

Notary Public, State of Hawaii

Notary's Name: Rona Miura
My commission expires: 10-16-07



SCHEDULE OF EXHIBITS

Exhibit 1 - Map of Treatment Plant Site

Exhibit 2 - Map of Water Delivery System Easement Area

Exhibit 3 - Pipeline Improvement Map

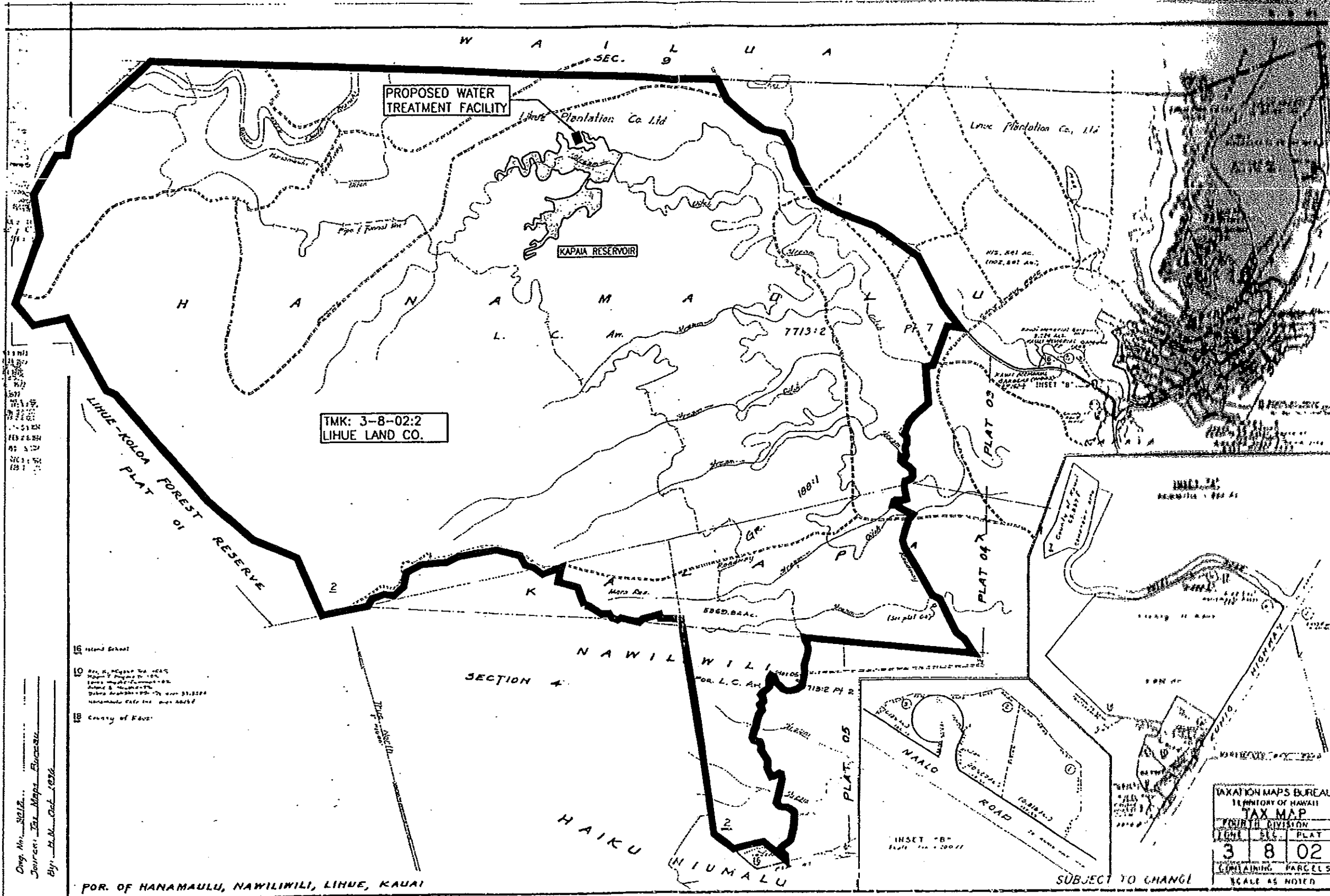
APPENDICES

Appendix A - License Area Encumbrances (Lihue Land's Title Report)

Appendix B - Schematic of the Treatment Plant

Appendix C - Treatment Plant Details

EXHIBIT "1"



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- 16 Island District
- 17 County of Kauai
- 18 County of Kauai

Div. No. 10112
 Source: Tax Maps Bureau
 By: H.M. Oct. 1936

APPROXIMATE SCALE: 1" = 2500'

ENGINEERING REPORT FOR
 SURFACE WATER TREATMENT SOURCES
 GROVE FARM WATER TREATMENT FACILITY
 HANAMAULU, KAUAI, HAWAII

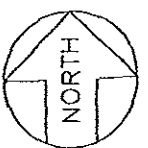
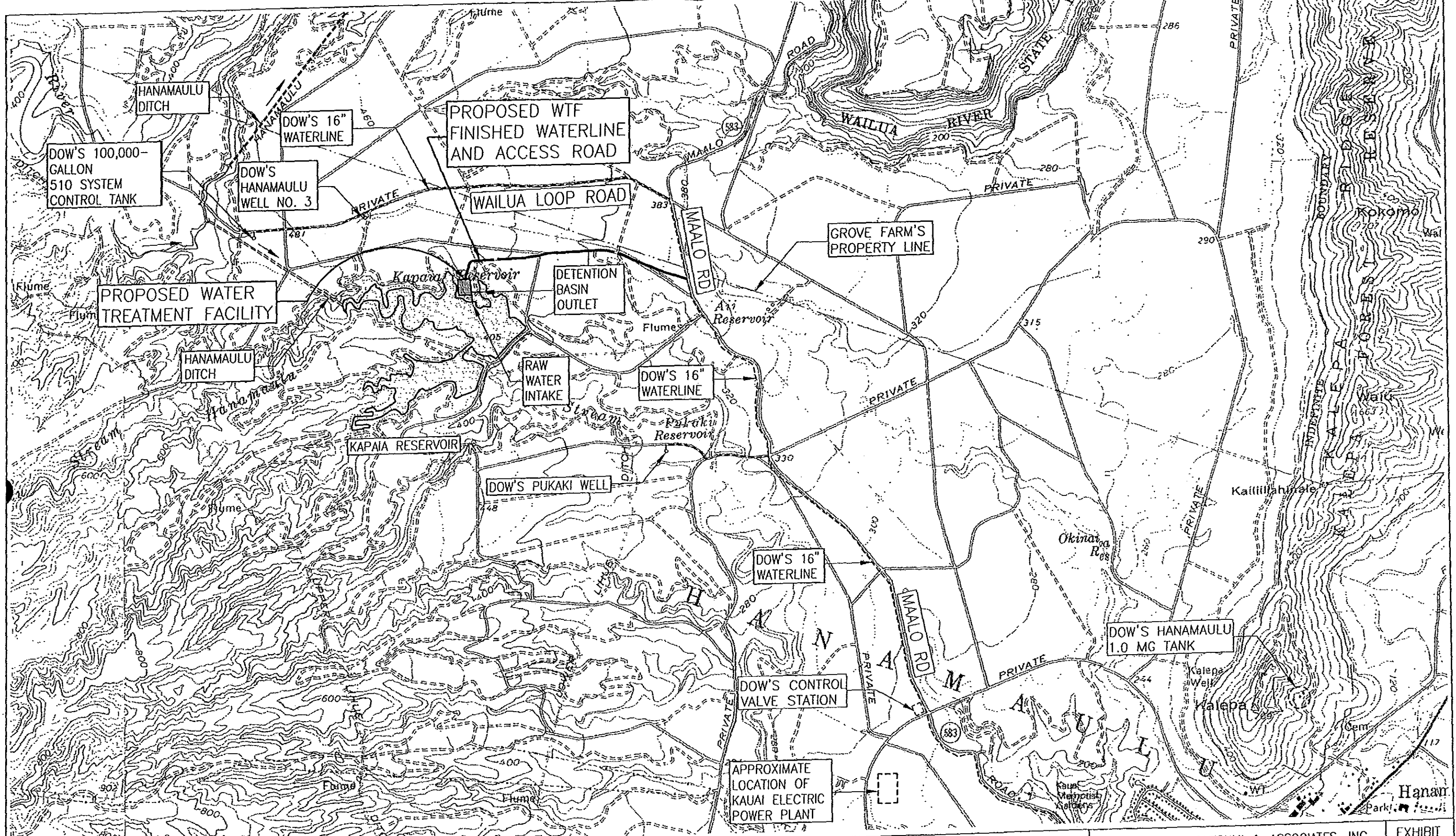
ATA AUSTIN, TSUTSUMI & ASSOCIATES, INC.
 ENGINEERS • SURVEYORS
 HONOLULU • WASHINGTON, HAWAII

TAX MAP

EXHIBIT
1

| | | |
|----------------------|------|------|
| TAXATION MAPS BUREAU | | |
| TERRITORY OF HAWAII | | |
| TAX MAP | | |
| FOURTH DIVISION | | |
| LIHUE | SEC. | PLAT |
| 3 | 8 | 02 |
| CONTAINING PARCELS | | |
| SCALE AS NOTED | | |

EXHIBIT "2"



SCALE: 1" = 1500'

ENGINEERING REPORT FOR
 SURFACE WATER TREATMENT SOURCES
 GROVE FARM WATER TREATMENT FACILITY
 HANAMAULU, KAUAI, HAWAII

ATA AUSTIN, TSUTSUMI & ASSOCIATES, INC.
 ENGINEERS • SURVEYORS HONOLULU • WAILUKU, HAWAII

VICINITY MAP

EXHIBIT

2

REF: USGS TOPOGRAPHIC MAP, KAPAA AND WAIALEALE QUADRANGLES, 1983

EXHIBIT "3"

3-8-04:01
373.055 ac.

3-8-03:01
445.711 ac.

3-8-09:100
97 ac.

3-8-02:01
1,143.113 ac.

3-8-10:36
088 ac.

3-7-04:05
0849 ac.

3-7-04:09
2,994 ac.

3-8-02:03
4,662 ac.

4:07
ac.

EXHIBIT "3"

2:01
06 ac.

APPENDIX "A"

Appendix A
(Encumbrance Schedule)

1. Reservation in favor of the State of Hawaii of all mineral and metallic mines.
2. Roadways, pipe and tunnel line, Hanamaulu Ditch and other ditches as shown on the Tax Map.
3. Free flowage of streams as shown on the Tax Map.
4. Access or easement rights in favor of Tax Key Designation (4) 3-8-004-006 located within the subject land.
5. LICENSE

TO : MCBRYDE SUGAR COMPANY, LIMITED, a Hawaii corporation
DATED : April 28, 1950
RECORDED : Liber 6727 Page 420
GRANTING : a right-of-way 60 feet wide for electric powerline purposes, for a term of 50 years, beginning January 1, 1950, to and including, December 31, 1999

Said License was amended by instrument dated January 15, 1971, recorded in Liber 8214 at Page 141.

Said License, as amended, having been assigned to CITIZENS UTILITIES COMPANY, a Delaware corporation, by instrument dated August 12, 1992, recorded as Document No. 93-106356; consent given by THE LIHUE PLANTATION COMPANY, LIMITED, by instrument dated August 13, 1992, recorded as Document No. 93-106357.

Said License, as assigned, was further amended by instrument dated August 13, 1992, recorded as Document No. 93-106358; re: term extended for an additional 50 year term commencing on January 1, 2000, and terminating on December 31, 2049.

6. GRANT

TO : KAUAI ELECTRIC COMPANY, a Division of Citizens Utilities Company, a Delaware corporation
DATED : November 18, 1971
RECORDED : Liber 8186 Page 231
GRANTING : a perpetual right and easement to build, construct, rebuild, reconstruct, maintain, operate and repair pole and wire line or lines, etc., for the transmission and distribution of electricity

7. GRANT

TO : KAUAI ELECTRIC DIVISION, CITIZENS UTILITIES COMPANY, a Delaware corporation, and GTE HAWAIIAN TELEPHONE COMPANY, INCORPORATED (now VERIZON HAWAII INC.)
DATED : February 4, 1986
RECORDED : Liber 20312 Page 392
GRANTING : nonexclusive perpetual easement(s) for underground water pipeline and road purposes over Easement "3" and for overhead electrical and telephone system purposes over Easement "4", described therein

8. GRANT

TO : CITIZENS UTILITIES COMPANY
DATED : May 21, 1999
RECORDED : Document No. 99-104648
GRANTING : a perpetual right and easement for electrical transmission line purposes over Easement "U-1" (60.00 feet wide) described therein

9. NOTICE OF PENDENCY OF ACTION

PLAINTIFF : BOARD OF WATER SUPPLY, COUNTY OF KAUAI
DEFENDANT : THE LIHUE PLANTATION COMPANY, LTD., a Hawaii corporation, et al.
DATED : February 3, 2000
FILED : Circuit Court of the Fifth Circuit, State of Hawaii, Case No. 00-01-0021, on February 4, 2000
RECORDED : Document No. 2000-032547 on March 10, 2000
RE : condemnation for water wells, control valves, water tanks, etc.

10. Matters shown on survey map prepared by James Thompson, Land Surveyor, with Walter P. Thompson, Inc., dated June 29, 2001, as follows:

- (A) Easement "1", being non-exclusive easement for access purposes in favor of the State of Hawaii, as shown on H.S.S. Plat 3104.
- (B) Easement "2", being non-exclusive easement for access purposes in favor of the State of Hawaii, as shown on H.S.S. Plat 3104.
- (C) Easement "3", being a non-exclusive easement for access purposes in favor of the State of Hawaii, as shown on H.S.S. Plan 3104.
- (D) Easement "4", being a non-exclusive easement for access purposes in favor of the State of Hawaii, as shown on H.S.S. Plat 3104.
- (E) LOT 1, Well Site.

- (F) LOT 2, Well Site.
- (G) LOT 3, Well Site.
- (H) LOT 4, Well Site.
- (I) Easement "1", for access and utility purposes.
- (J) Easement "3", for access and utility purposes.
- (K) Easement "4", for access and utility purposes.
- (L) Easement "5", for drainage purposes.
- (M) LOT 1-A, Well Site.
- (N) Easement "6", for access purposes.
- (O) Easement "7", for pipeline purposes.
- (P) Reservoirs.
- (Q) Roads.

11. GRANT OF EASEMENTS AND RIGHT-OF-ENTRY; GRANT OF WATER WITHDRAWAL AND USE RIGHTS

TO : CITIZENS COMMUNICATIONS COMPANY (formerly known as
Citizens Utilities Company)
DATED : June 29, 2001
RECORDED : Document No. 2001-103122
GRANTING : a non-exclusive right-of-entry ("Access Right-of-Entry") for access
purposes to and from the "Hydro Easement Areas" over, upon and
across the "Access Route" shown on Exhibit "C" attached thereto

12. Maalo Road, as referenced in the DEED dated July 6, 2001, recorded as Document No. 2001-103876, and as shown on survey map prepared by James Thompson, Land Surveyor, with Walter P. Thompson, Inc., dated June 29, 2001.

13. GRANT OF EASEMENTS

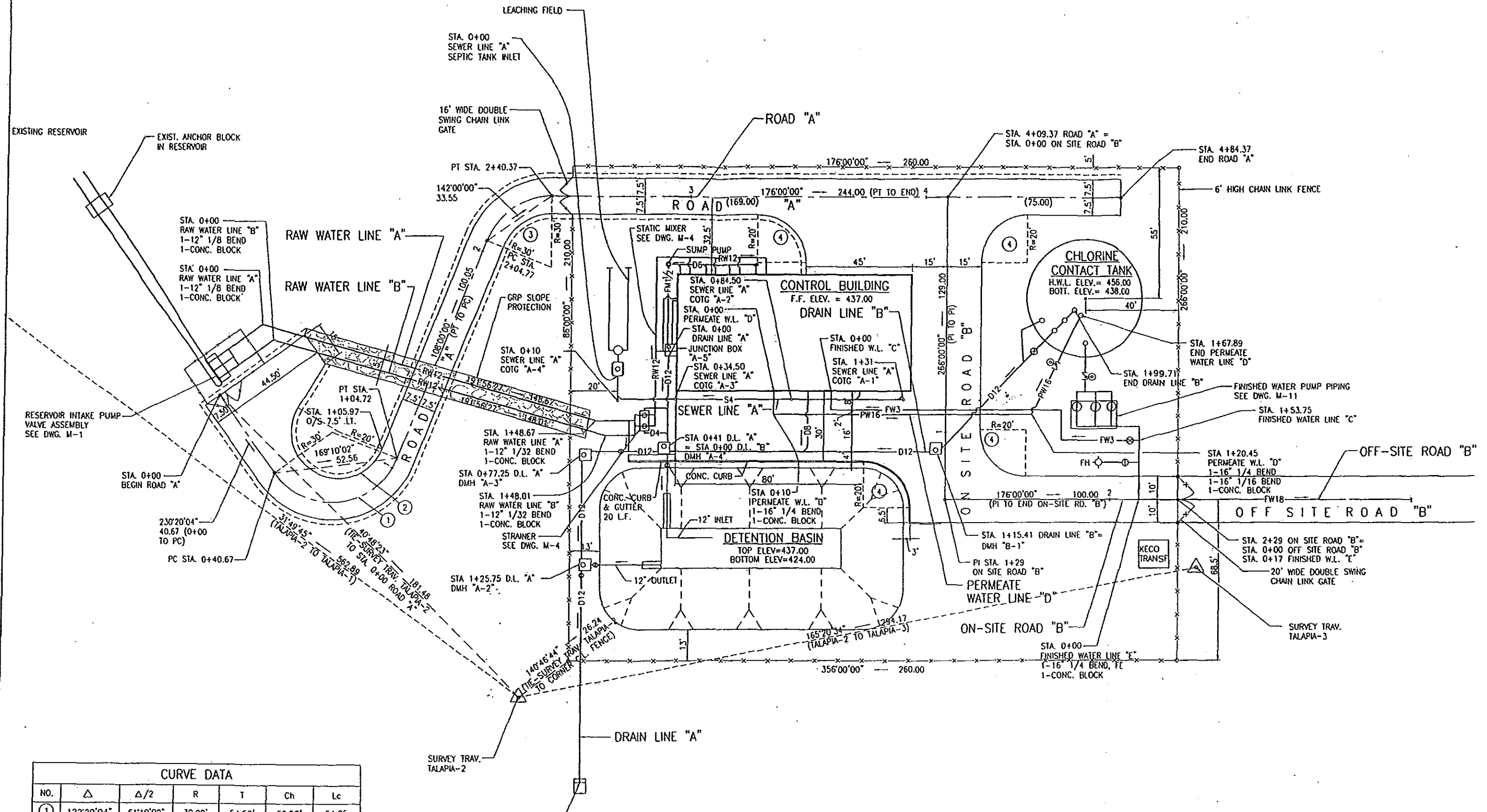
TO : THE LIHUE PLANTATION COMPANY, LIMITED
DATED : July 6, 2001
RECORDED : Document No. 2001-103877
GRANTING : pursuant to and in accordance with Section 10(b) of the Purchase Agreement, dated May 8, 2001, the grantor grants to the grantee easement and other rights, for access, utility, drainage and other purposes over, under and across portions of the grantor's property (the "Easement Areas") necessary or convenient for the continued

operation and maintenance of the LPCo Power Plant (including without limitation operation and maintenance of the Waiahi Hydros).

14. Terms and provisions of the Authorizing Agreements, as defined in the Water Treatment and Delivery Agreement
15. Terms and provisions of the Deed, as defined in the Water Treatment and Delivery Agreement
16. Terms and provisions of any applicable grant of easement for the Water Delivery System Easement Areas, as defined in the Water Treatment and Delivery Agreement

APPENDIX "B"

TRUE NORTH
SCALE: 1"=20'



| CURVE DATA | | | | | | |
|------------|------------|-----------|--------|---------|--------|--------|
| NO. | Δ | Δ/2 | R | T | Ch | Lc |
| ① | 122°20'04" | 61°10'02" | 30.00' | 54.50' | 52.56' | 64.05' |
| ② | 171°15'42" | 85°37'51" | 20.00' | 261.76' | 39.88' | 59.78' |
| ③ | 68°00'00" | 34°00'00" | 30.00' | 20.24' | 33.55' | 35.60' |
| ④ | 90°00'00" | 45°00'00" | 20.00' | 20.00' | 28.28' | 31.42' |

SITE PLAN
SCALE: 1" = 40'

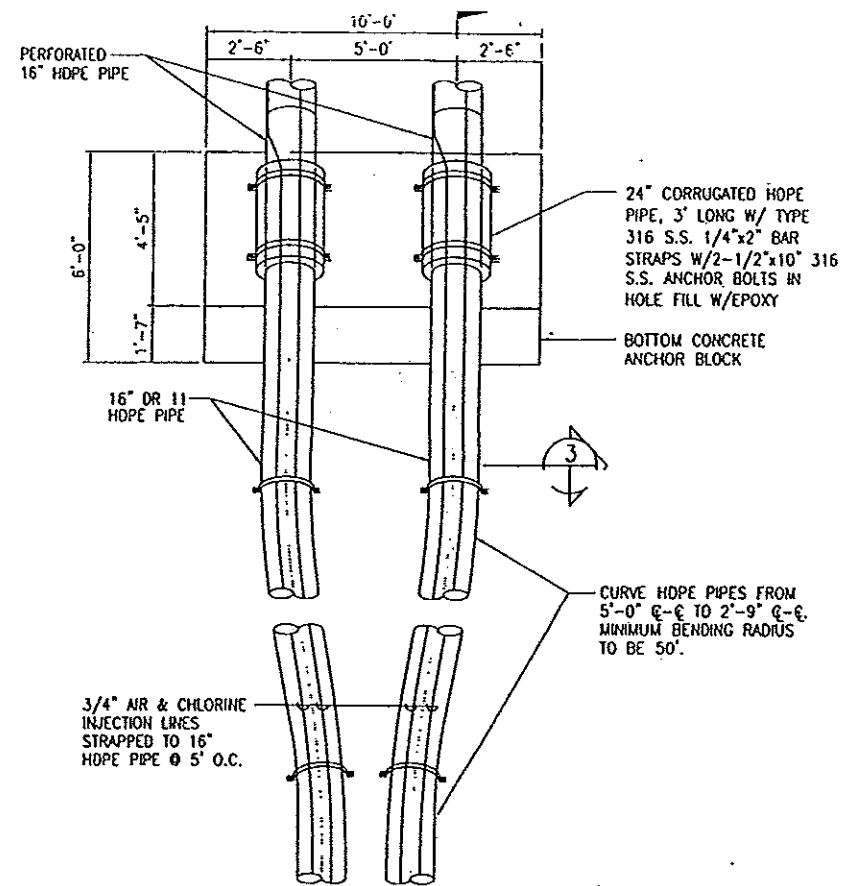
ENGINEERING REPORT FOR
SURFACE WATER TREATMENT SOURCES
GROVE FARM WATER TREATMENT FACILITY
HANAMAULU, KAUAI, HAWAII

ATA AUSTIN, TSUTSUMI & ASSOCIATES, INC.
ENGINEERS • SURVEYORS HONOLULU • WAILUKU, HAWAII

WTF SITE PLAN

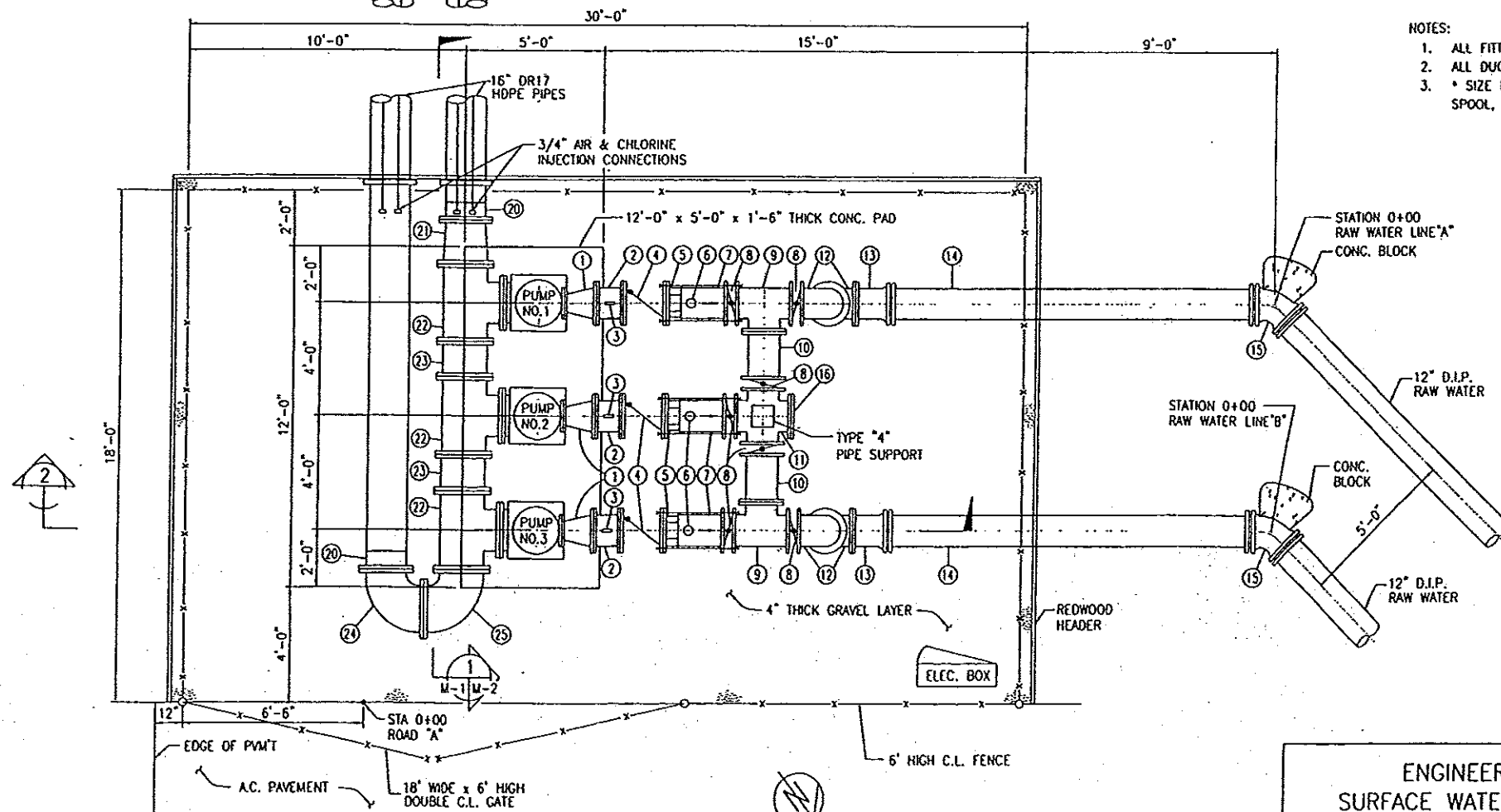
APPENDIX
B

APPENDIX "C-1" – "C-13"



| SCHEDULE OF VALVES AND FITTINGS | | | |
|---------------------------------|---|-----|-----------------------------------|
| NO. | DESCRIPTION | NO. | DESCRIPTION |
| 1 | 12"x4" CONCENTRIC REDUCER, FE (SEE NOTE 3) | 20 | 16" DR 17 HDPE FL. ADAPTER & RING |
| 2 | 12" SPOOL, FE, 9" LONG | 21 | 18"x16" CONCENTRIC REDUCER, FE |
| 3 | PRESSURE GAUGE/MANUAL AIR RELEASE ASSEMBLY | 22 | 18"x16" TEE, FE |
| 4 | 12" SILENT CHECK VALVE, FE | 23 | 18" SPOOL, LTS |
| 5 | 12" FCA w/ 4-3/4" G.S. RODS | 24 | 18"x16" REDUCING ELBOW, FE |
| 6 | FLOW SWITCH | 25 | 18" 1/4 BEND, FE |
| 7 | 12" SPOOL, FE x PE, LTS | 26 | 16" SPOOL, FE, LTS |
| 8 | 12" BUTTERFLY VALVE, WAFER-TYPE, w/ GEAR OPERATOR | 27 | 16"x16" TEE, FE |
| 9 | 12"x12" TEE, FE | 28 | 24"x16" CONCENTRIC REDUCER, FE |
| 10 | 12" SPOOL, FE, LTS | 29 | 24" BLIND FLANGE |
| 11 | 12"x12" CROSS, FE | | |
| 12 | 12" 1/4 BEND, FE | | |
| 13 | 12" SPOOL, FE x WJ, 12" LONG | | |
| 14 | 12" SPOOL, PE, LTS | | |
| 15 | 12" 1/8 BEND, WJ | | |
| 16 | 12" BLIND FLANGE | | |

- NOTES:
1. ALL FITTINGS TO BE OF DUCTILE IRON, UNLESS INDICATED OTHERWISE.
 2. ALL DUCTILE IRON SPOOLS TO BE CLASS 53.
 3. * SIZE DETERMINED BY PUMP SELECTED LENGTHEN ADJACENT SPOOL, IF REDUCTION NOT REQUIRED.



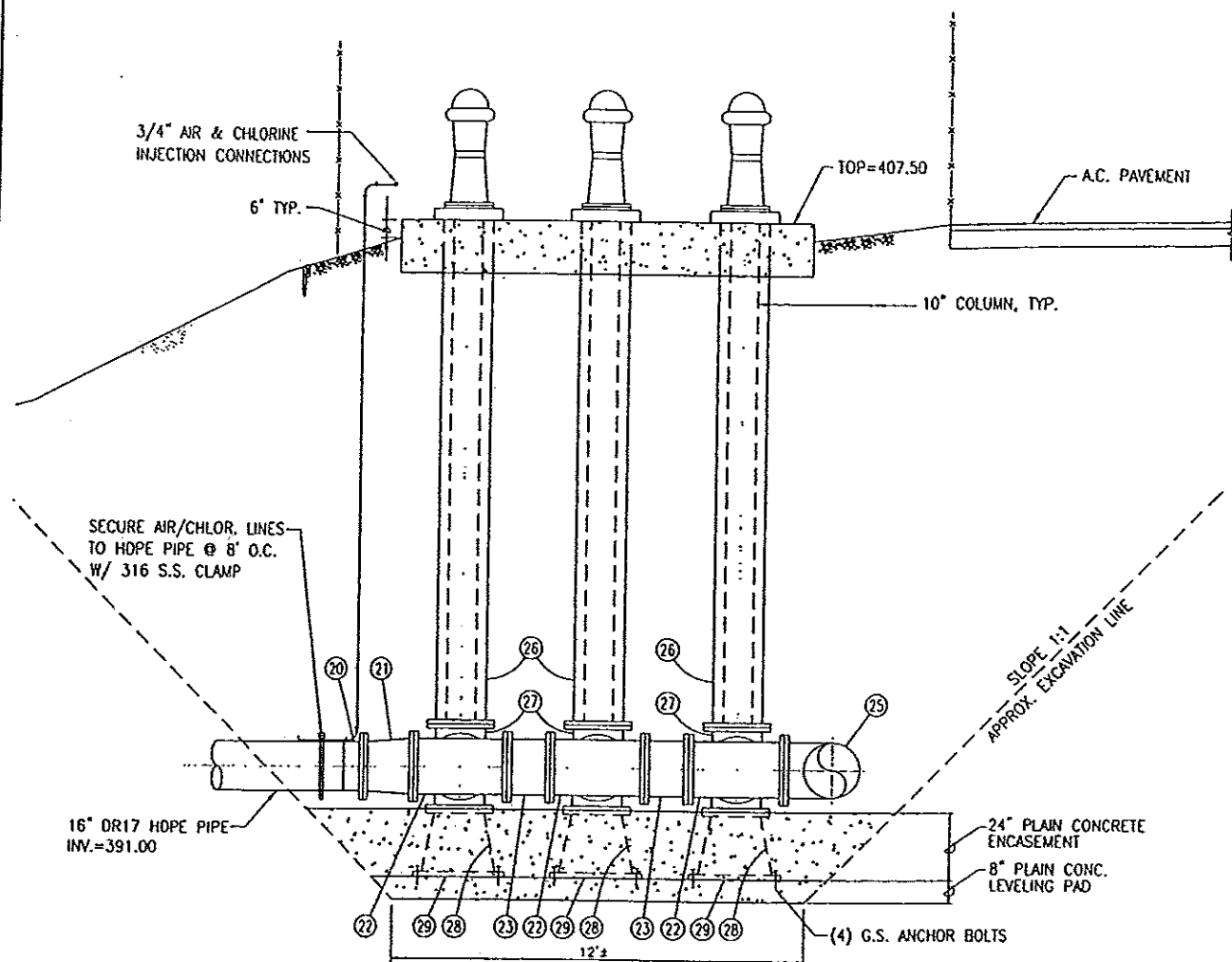
PLAN
APPROX. SCALE: 3/16"=1'-0"

ENGINEERING REPORT FOR
SURFACE WATER TREATMENT SOURCES
GROVE FARM WATER TREATMENT FACILITY
HANAMAULU, KAUAI, HAWAII

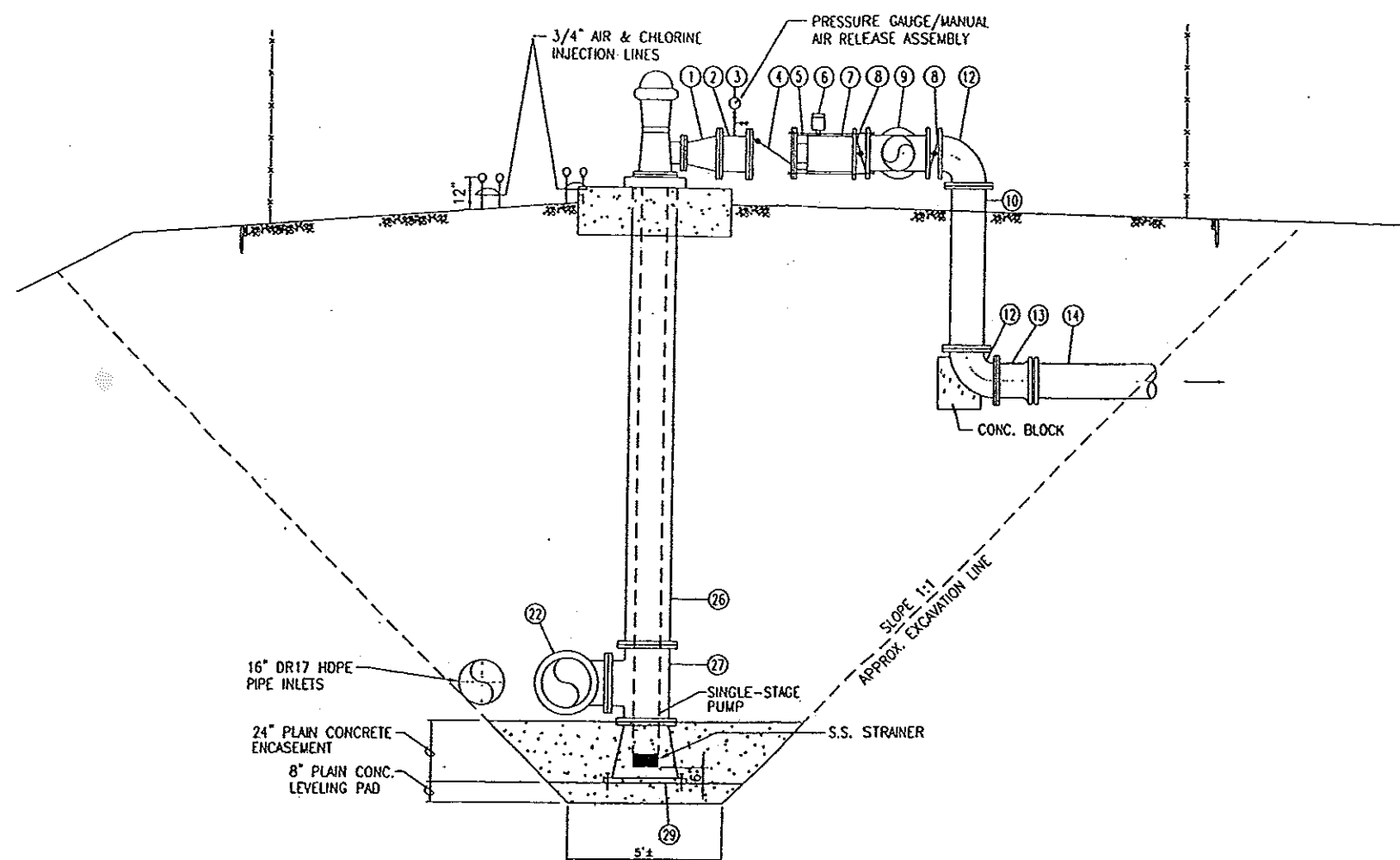
ATA AUSTIN, TSUTSUMI & ASSOCIATES, INC.
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RESERVOIR INTAKE PIPING PLAN

APPENDIX
C-1



SECTION 1
SCALE: 3/16"=1'-0"



SECTION 2
SCALE: 3/16"=1'-0"

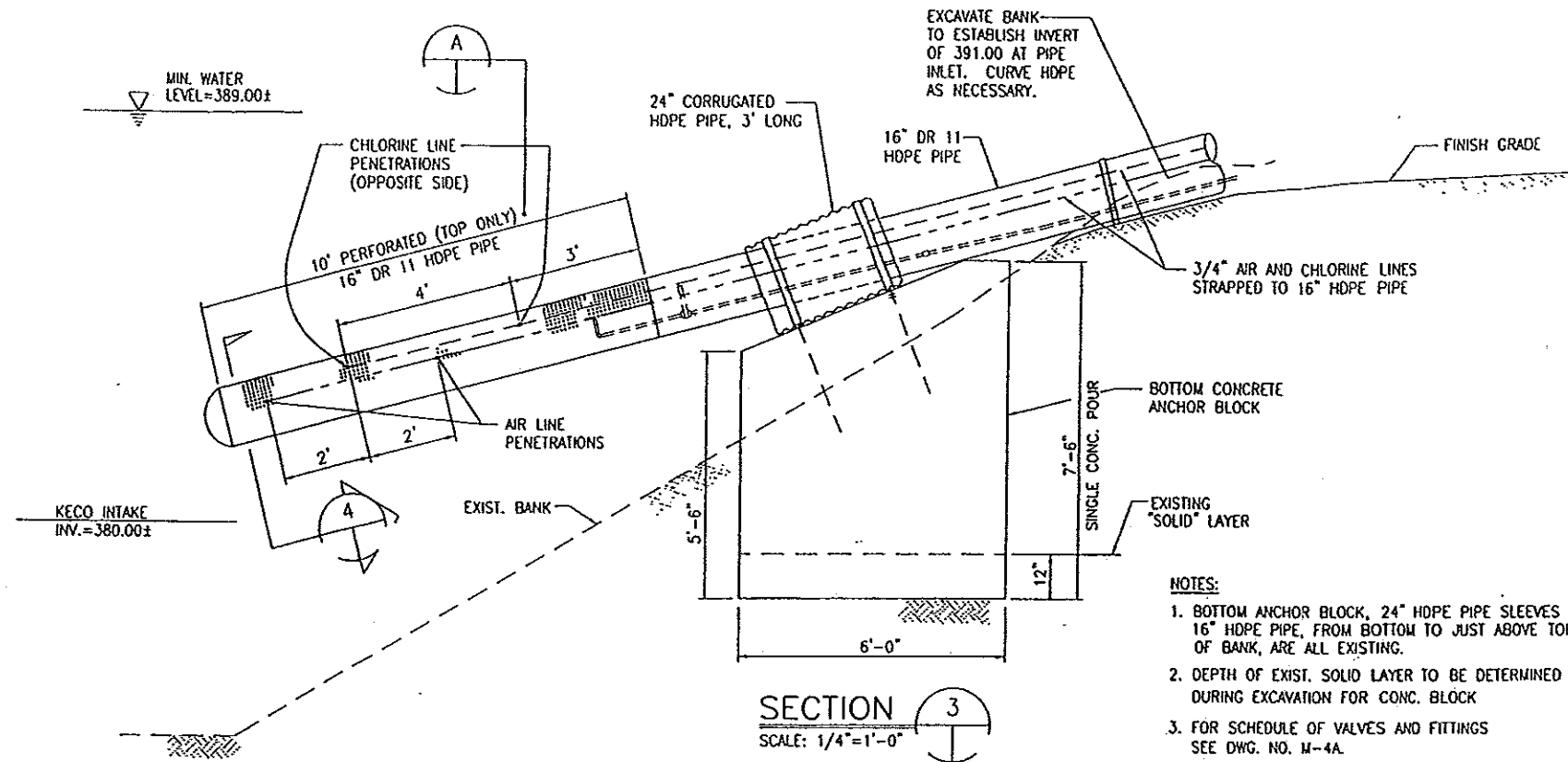
ENGINEERING REPORT FOR
SURFACE WATER TREATMENT SOURCES
GROVE FARM WATER TREATMENT FACILITY
HANAMAULU, KAUAI, HAWAII

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RESERVOIR INTAKE
PIPING SECTIONS

APPENDIX

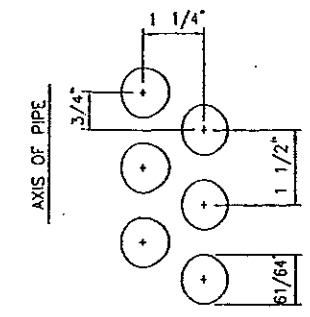
C-2



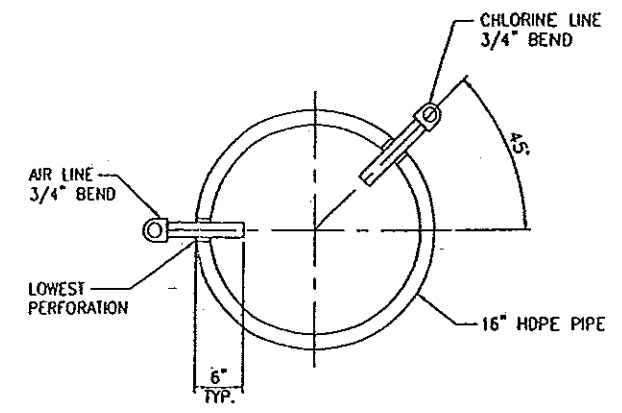
SECTION 3
SCALE: 1/4"=1'-0"

NOTES:

1. BOTTOM ANCHOR BLOCK, 24" HDPE PIPE SLEEVES & 16" HDPE PIPE, FROM BOTTOM TO JUST ABOVE TOP OF BANK, ARE ALL EXISTING.
2. DEPTH OF EXIST. SOLID LAYER TO BE DETERMINED DURING EXCAVATION FOR CONC. BLOCK
3. FOR SCHEDULE OF VALVES AND FITTINGS SEE DWG. NO. M-4A.



16" HDPE PIPE PERFORATION
NOT TO SCALE



SECTION 4
NOT TO SCALE

ENGINEERING REPORT FOR
SURFACE WATER TREATMENT SOURCES
GROVE FARM WATER TREATMENT FACILITY
HANAMAULU, KAUAI, HAWAII

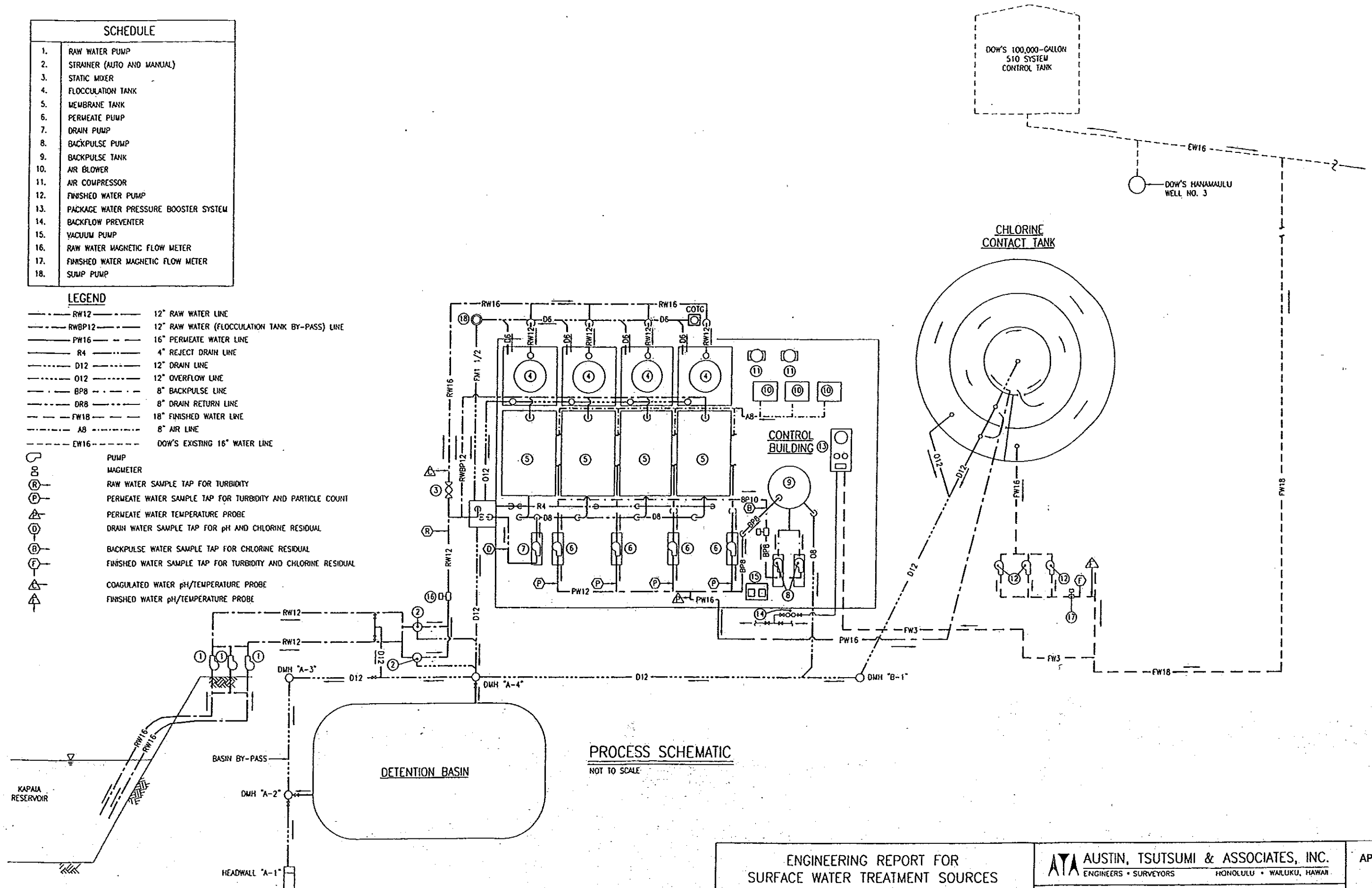
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RESERVOIR INTAKE
PIPING SECTIONS AND DETAILS

APPENDIX
C-3

| SCHEDULE | |
|----------|---------------------------------------|
| 1. | RAW WATER PUMP |
| 2. | STRAINER (AUTO AND MANUAL) |
| 3. | STATIC MIXER |
| 4. | FLOCCULATION TANK |
| 5. | MEMBRANE TANK |
| 6. | PERMEATE PUMP |
| 7. | DRAIN PUMP |
| 8. | BACKPULSE PUMP |
| 9. | BACKPULSE TANK |
| 10. | AIR BLOWER |
| 11. | AIR COMPRESSOR |
| 12. | FINISHED WATER PUMP |
| 13. | PACKAGE WATER PRESSURE BOOSTER SYSTEM |
| 14. | BACKFLOW PREVENTER |
| 15. | VACUUM PUMP |
| 16. | RAW WATER MAGNETIC FLOW METER |
| 17. | FINISHED WATER MAGNETIC FLOW METER |
| 18. | SUMP PUMP |

| LEGEND | |
|--------|---|
| --- | RW12 12" RAW WATER LINE |
| --- | RWBP12 12" RAW WATER (FLOCCULATION TANK BY-PASS) LINE |
| --- | PW16 16" PERMEATE WATER LINE |
| --- | R4 4" REJECT DRAIN LINE |
| --- | D12 12" DRAIN LINE |
| --- | O12 12" OVERFLOW LINE |
| --- | BP8 8" BACKPULSE LINE |
| --- | DR8 8" DRAIN RETURN LINE |
| --- | FW18 18" FINISHED WATER LINE |
| --- | AB 8" AIR LINE |
| --- | EW16 DOW'S EXISTING 16" WATER LINE |
| | PUMP |
| | MAGNETER |
| | RAW WATER SAMPLE TAP FOR TURBIDITY |
| | PERMEATE WATER SAMPLE TAP FOR TURBIDITY AND PARTICLE COUNT |
| | PERMEATE WATER TEMPERATURE PROBE |
| | DRAIN WATER SAMPLE TAP FOR pH AND CHLORINE RESIDUAL |
| | BACKPULSE WATER SAMPLE TAP FOR CHLORINE RESIDUAL |
| | FINISHED WATER SAMPLE TAP FOR TURBIDITY AND CHLORINE RESIDUAL |
| | COAGULATED WATER pH/TEMPERATURE PROBE |
| | FINISHED WATER pH/TEMPERATURE PROBE |



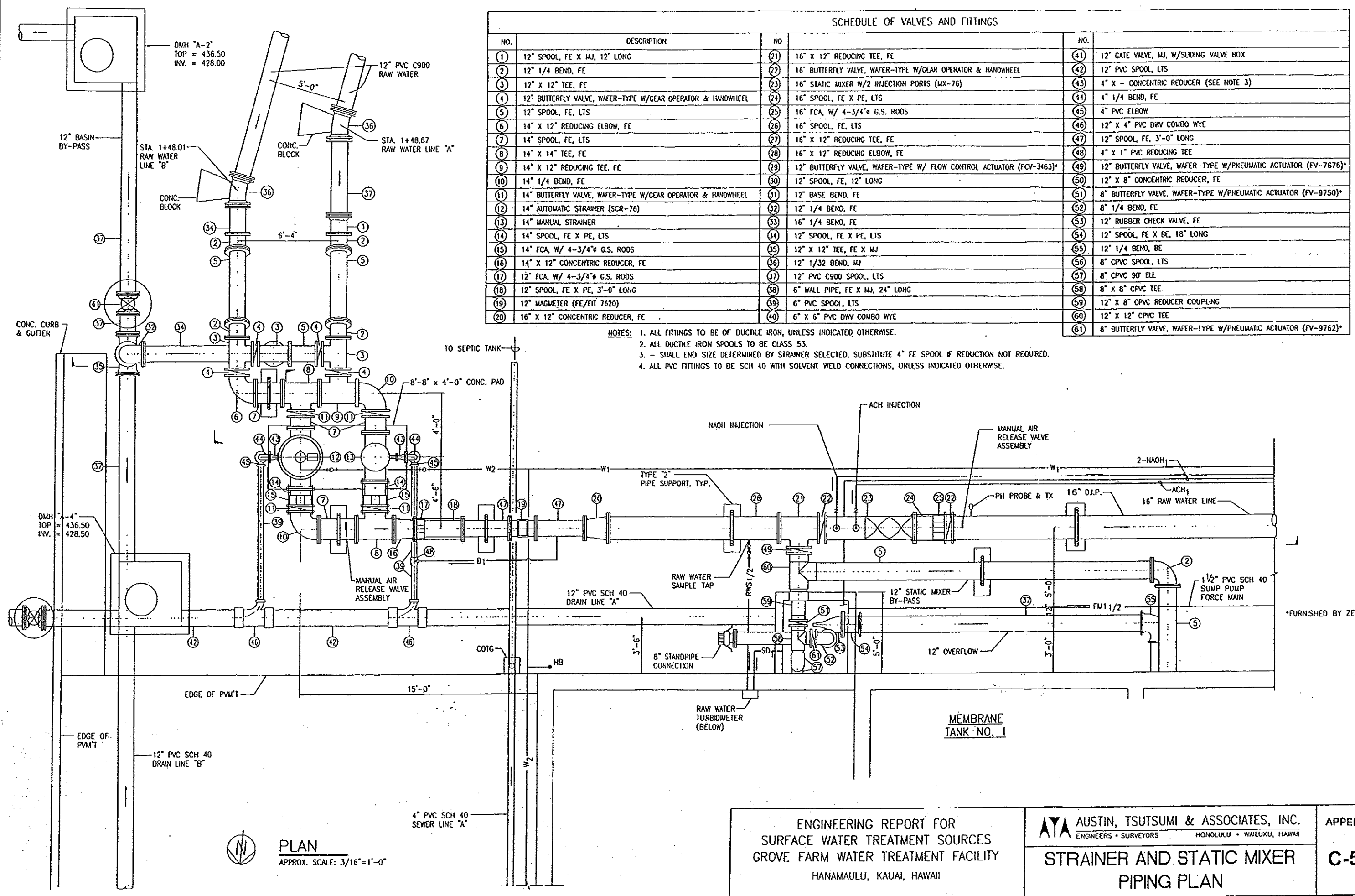
PROCESS SCHEMATIC
NOT TO SCALE

ENGINEERING REPORT FOR
SURFACE WATER TREATMENT SOURCES
GROVE FARM WATER TREATMENT FACILITY
HANAMAULU, KAUAI, HAWAII

ATA AUSTIN, TSUTSUMI & ASSOCIATES, INC.
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PROCESS SCHEMATIC

APPENDIX
C-4



| SCHEDULE OF VALVES AND FITTINGS | | | |
|---------------------------------|---|-----|--|
| NO. | DESCRIPTION | NO. | DESCRIPTION |
| 1 | 12" SPOOL, FE X MJ, 12" LONG | 21 | 16" X 12" REDUCING TEE, FE |
| 2 | 12" 1/4 BEND, FE | 22 | 16" BUTTERFLY VALVE, WAFER-TYPE W/GEAR OPERATOR & HANDWHEEL |
| 3 | 12" X 12" TEE, FE | 23 | 16" STATIC MIXER W/2 INJECTION PORTS (MX-76) |
| 4 | 12" BUTTERFLY VALVE, WAFER-TYPE W/GEAR OPERATOR & HANDWHEEL | 24 | 16" SPOOL, FE X PE, LTS |
| 5 | 12" SPOOL, FE, LTS | 25 | 16" FCA, W/ 4-3/4" G.S. RODS |
| 6 | 14" X 12" REDUCING ELBOW, FE | 26 | 16" SPOOL, FE, LTS |
| 7 | 14" SPOOL, FE, LTS | 27 | 16" X 12" REDUCING TEE, FE |
| 8 | 14" X 14" TEE, FE | 28 | 16" X 12" REDUCING ELBOW, FE |
| 9 | 14" X 12" REDUCING TEE, FE | 29 | 12" BUTTERFLY VALVE, WAFER-TYPE W/ FLOW CONTROL ACTUATOR (FCV-3463)* |
| 10 | 14" 1/4 BEND, FE | 30 | 12" SPOOL, FE, 12" LONG |
| 11 | 14" BUTTERFLY VALVE, WAFER-TYPE W/GEAR OPERATOR & HANDWHEEL | 31 | 12" BASE BEND, FE |
| 12 | 14" AUTOMATIC STRAINER (SCR-76) | 32 | 12" 1/4 BEND, FE |
| 13 | 14" MANUAL STRAINER | 33 | 16" 1/4 BEND, FE |
| 14 | 14" SPOOL, FE X PE, LTS | 34 | 12" SPOOL, FE X PE, LTS |
| 15 | 14" FCA, W/ 4-3/4" G.S. RODS | 35 | 12" X 12" TEE, FE X MJ |
| 16 | 14" X 12" CONCENTRIC REDUCER, FE | 36 | 12" 1/32 BEND, MJ |
| 17 | 12" FCA, W/ 4-3/4" G.S. RODS | 37 | 12" PVC C900 SPOOL, LTS |
| 18 | 12" SPOOL, FE X PE, 3'-0" LONG | 38 | 6" WALL PIPE, FE X MJ, 24" LONG |
| 19 | 12" MAGNETIC FE/FIT 7620 | 39 | 6" PVC SPOOL, LTS |
| 20 | 16" X 12" CONCENTRIC REDUCER, FE | 40 | 6" X 6" PVC DWV COMBO WYE |
| 41 | 12" GATE VALVE, MJ, W/SLIDING VALVE BOX | 49 | 12" BUTTERFLY VALVE, WAFER-TYPE W/PNEUMATIC ACTUATOR (FV-7676)* |
| 42 | 12" PVC SPOOL, LTS | 50 | 12" X 8" CONCENTRIC REDUCER, FE |
| 43 | 4" X 4" CONCENTRIC REDUCER (SEE NOTE 3) | 51 | 8" BUTTERFLY VALVE, WAFER-TYPE W/PNEUMATIC ACTUATOR (FV-9750)* |
| 44 | 4" 1/4 BEND, FE | 52 | 8" 1/4 BEND, FE |
| 45 | 4" PVC ELBOW | 53 | 12" RUBBER CHECK VALVE, FE |
| 46 | 12" X 4" PVC DWV COMBO WYE | 54 | 12" SPOOL, FE X BE, 18" LONG |
| 47 | 12" SPOOL, FE, 3'-0" LONG | 55 | 12" 1/4 BEND, BE |
| 48 | 4" X 1" PVC REDUCING TEE | 56 | 8" CPVC SPOOL, LTS |
| 49 | 12" BUTTERFLY VALVE, WAFER-TYPE W/PNEUMATIC ACTUATOR (FV-7676)* | 57 | 8" CPVC 90° ELL |
| 50 | 12" X 8" CONCENTRIC REDUCER, FE | 58 | 8" X 8" CPVC TEE |
| 51 | 8" BUTTERFLY VALVE, WAFER-TYPE W/PNEUMATIC ACTUATOR (FV-9750)* | 59 | 12" X 8" CPVC REDUCER COUPLING |
| 52 | 8" 1/4 BEND, FE | 60 | 12" X 12" CPVC TEE |
| 53 | 12" RUBBER CHECK VALVE, FE | 61 | 8" BUTTERFLY VALVE, WAFER-TYPE W/PNEUMATIC ACTUATOR (FV-9762)* |
| 54 | 12" SPOOL, FE X BE, 18" LONG | | |
| 55 | 12" 1/4 BEND, BE | | |
| 56 | 8" CPVC SPOOL, LTS | | |
| 57 | 8" CPVC 90° ELL | | |
| 58 | 8" X 8" CPVC TEE | | |
| 59 | 12" X 8" CPVC REDUCER COUPLING | | |
| 60 | 12" X 12" CPVC TEE | | |
| 61 | 8" BUTTERFLY VALVE, WAFER-TYPE W/PNEUMATIC ACTUATOR (FV-9762)* | | |

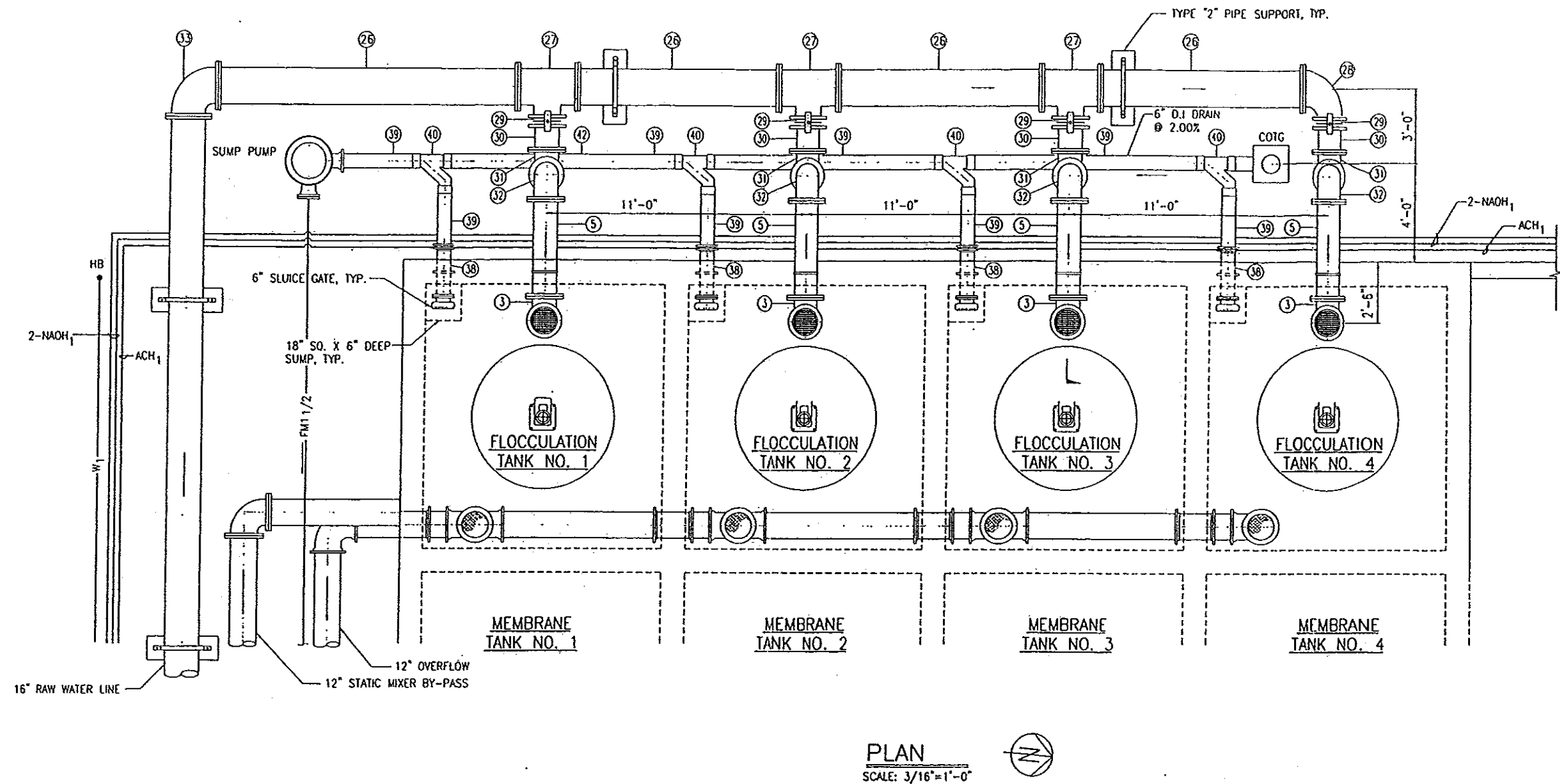
NOTES: 1. ALL FITTINGS TO BE OF DUCTILE IRON, UNLESS INDICATED OTHERWISE.
 2. ALL DUCTILE IRON SPOOLS TO BE CLASS 53.
 3. - SMALL END SIZE DETERMINED BY STRAINER SELECTED. SUBSTITUTE 4" FE SPOOL IF REDUCTION NOT REQUIRED.
 4. ALL PVC FITTINGS TO BE SCH 40 WITH SOLVENT WELD CONNECTIONS, UNLESS INDICATED OTHERWISE.

PLAN
 APPROX. SCALE: 3/16" = 1'-0"

ENGINEERING REPORT FOR
 SURFACE WATER TREATMENT SOURCES
 GROVE FARM WATER TREATMENT FACILITY
 HANAMAULU, KAUAI, HAWAII

AUSTIN, TSUTSUMI & ASSOCIATES, INC.
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 STRAINER AND STATIC MIXER
 PIPING PLAN

APPENDIX
 C-5

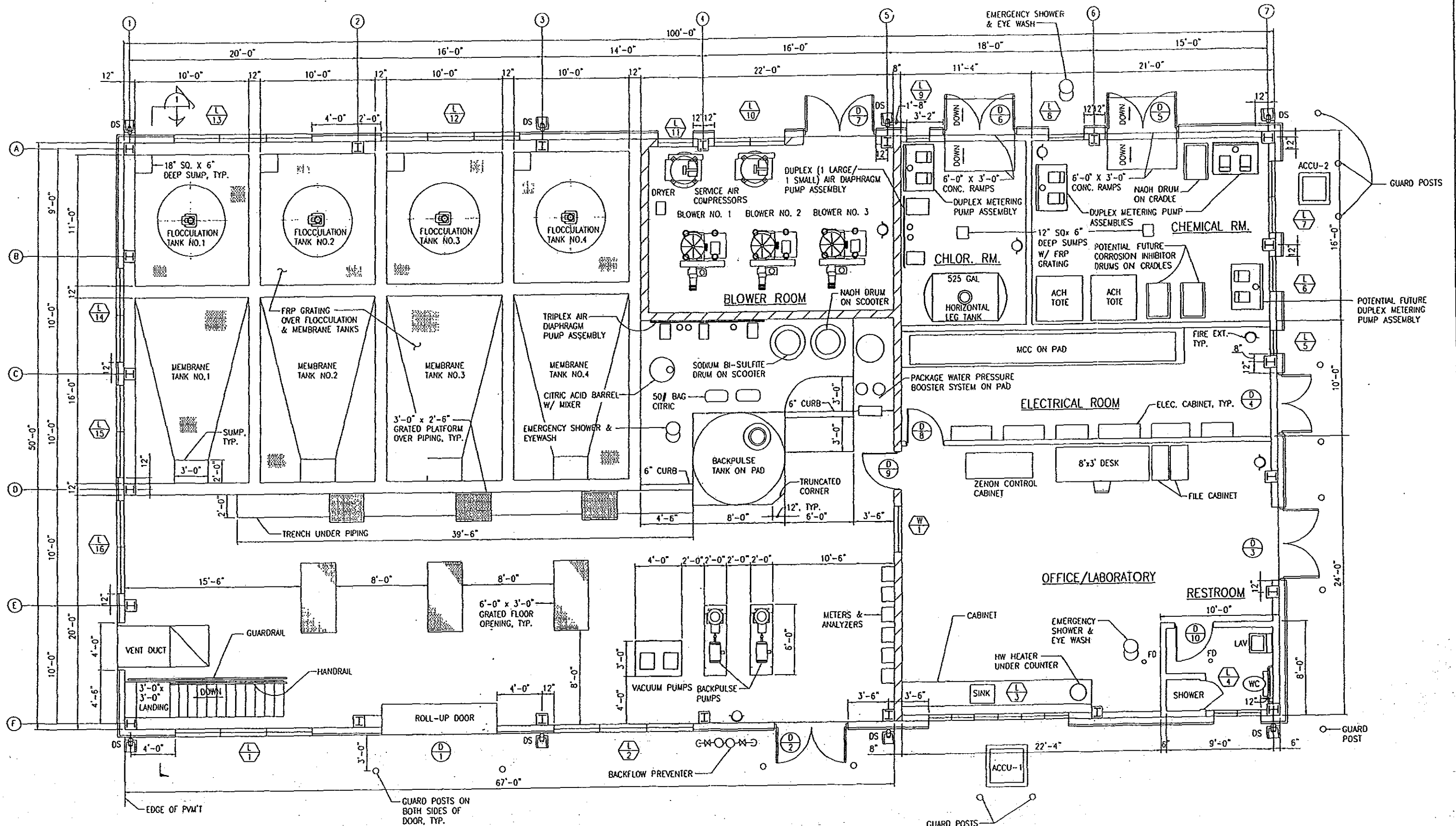


ENGINEERING REPORT FOR
 SURFACE WATER TREATMENT SOURCES
 GROVE FARM WATER TREATMENT FACILITY
 HANAMAULU, KAUAI, HAWAII

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FLOCCULATION TANKS
 PIPING PLAN

APPENDIX
C-6



CONTROL BUILDING FLOOR PLAN
 APPROX. SCALE: 1/8" = 1'-0"

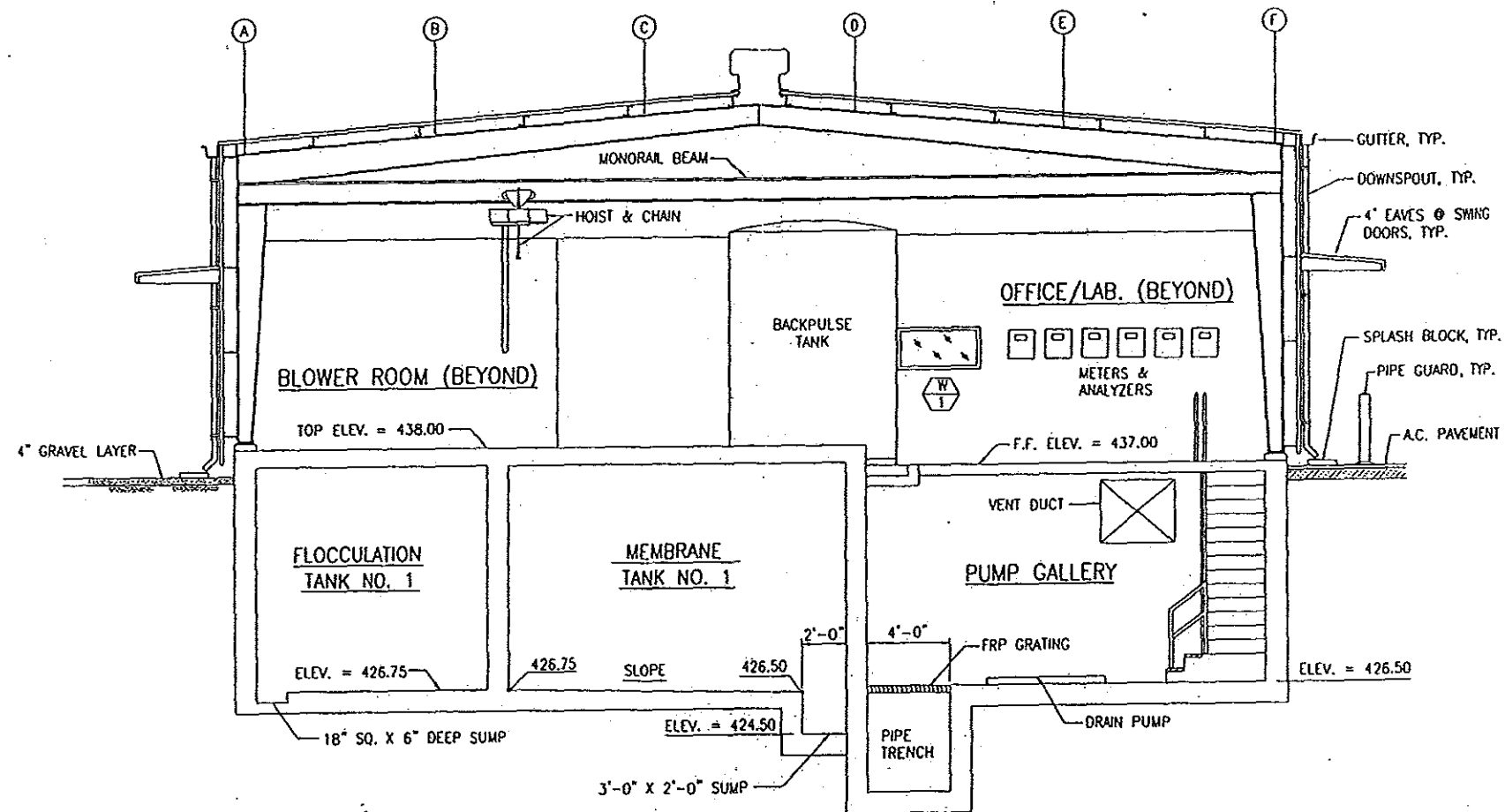
ENGINEERING REPORT FOR
 SURFACE WATER TREATMENT SOURCES
 GROVE FARM WATER TREATMENT FACILITY
 HANAMAULU, KAUAI, HAWAII

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CONTROL BUILDING FLOOR PLAN

APPENDIX

C-7



SECTION 1
SCALE: 1/8"=1'-0"

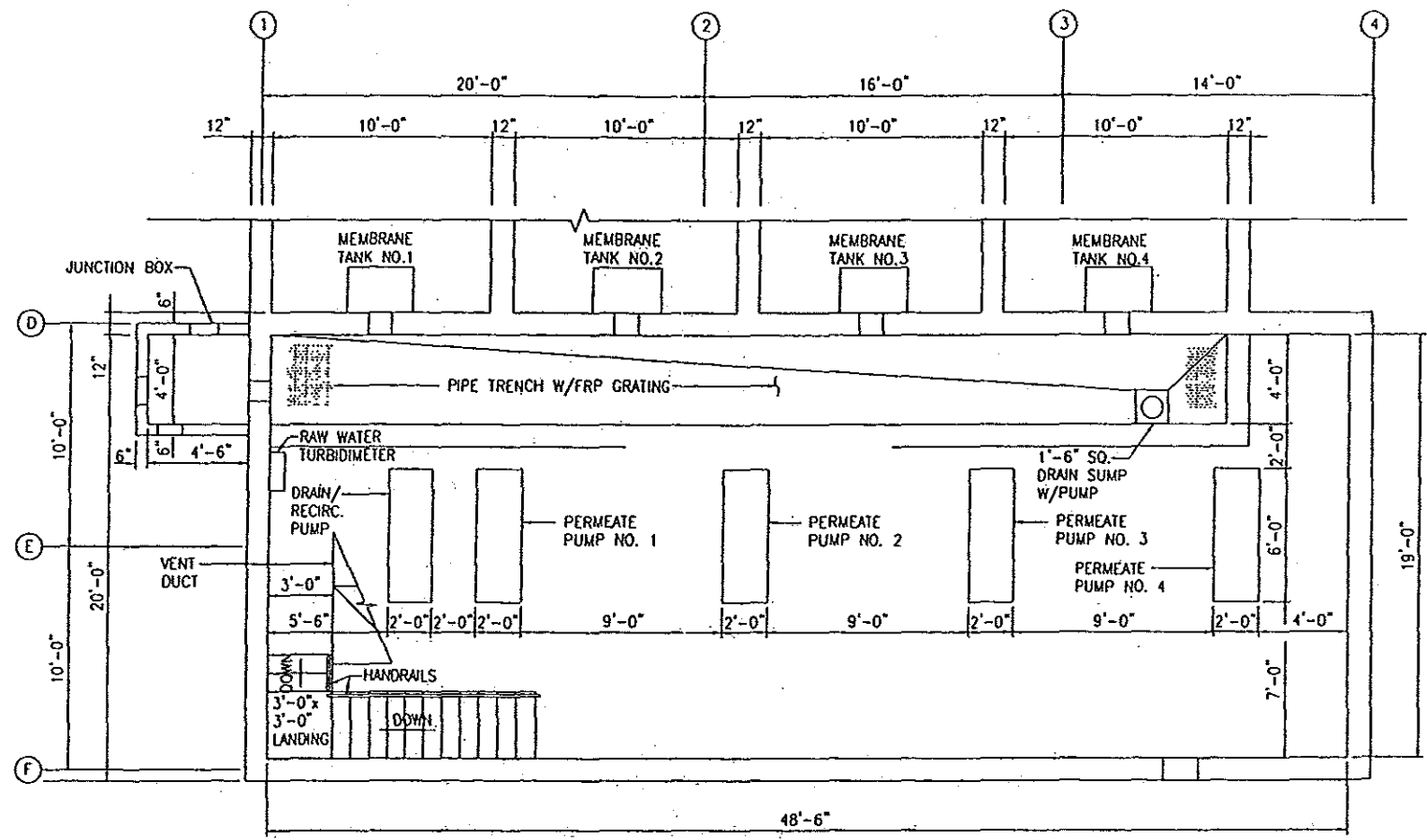
ENGINEERING REPORT FOR
SURFACE WATER TREATMENT SOURCES
GROVE FARM WATER TREATMENT FACILITY
HANAMAULU, KAUAI, HAWAII

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CONTROL BUILDING SECTION

APPENDIX

C-8



PUMP GALLERY FLOOR PLAN
 SCALE: 1/4"=1'-0"

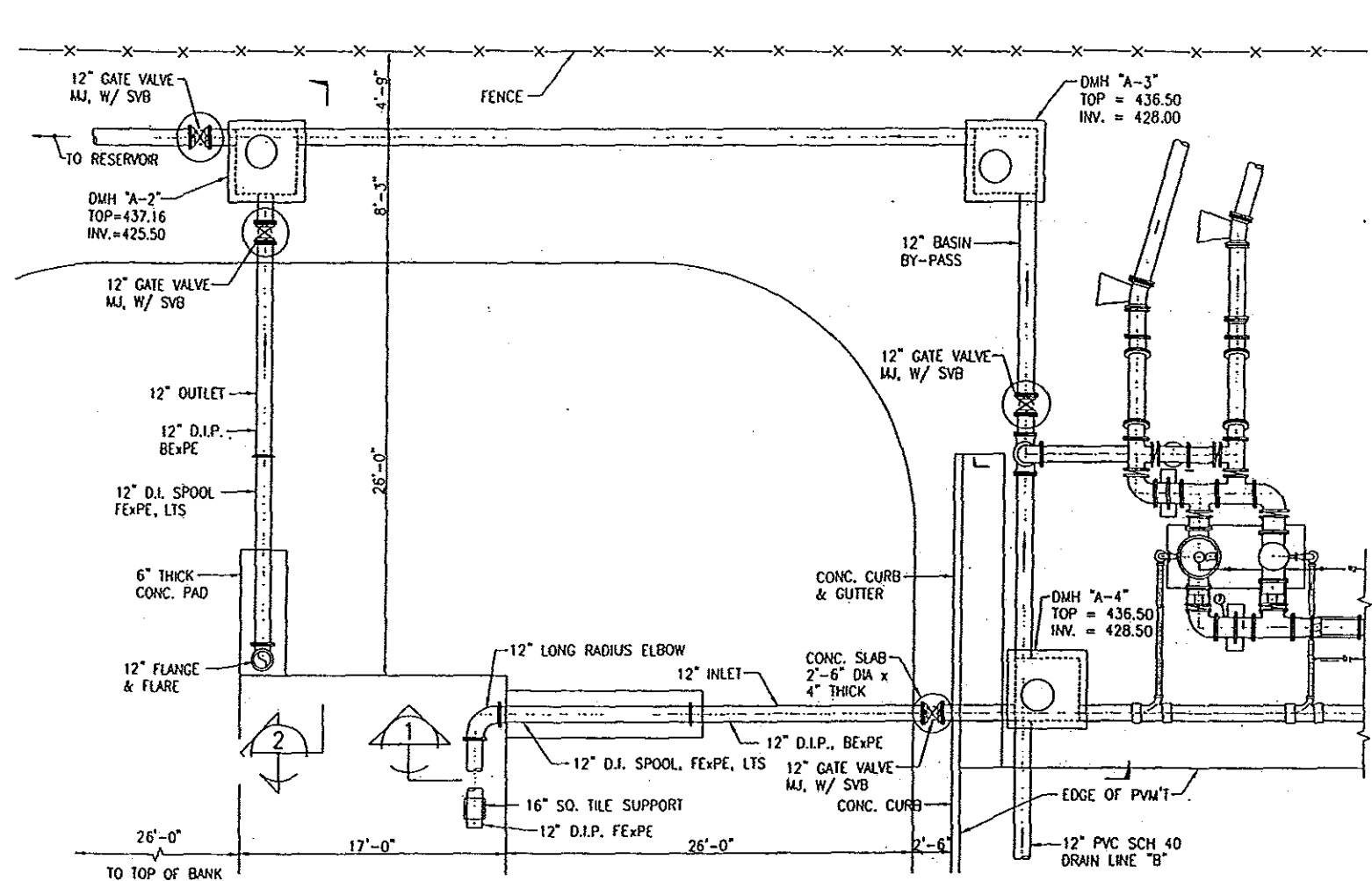
ENGINEERING REPORT FOR
 SURFACE WATER TREATMENT SOURCES
 GROVE FARM WATER TREATMENT FACILITY
 HANAMAULU, KAUAI, HAWAII

ATA AUSTIN, TSUTSUMI & ASSOCIATES, INC.
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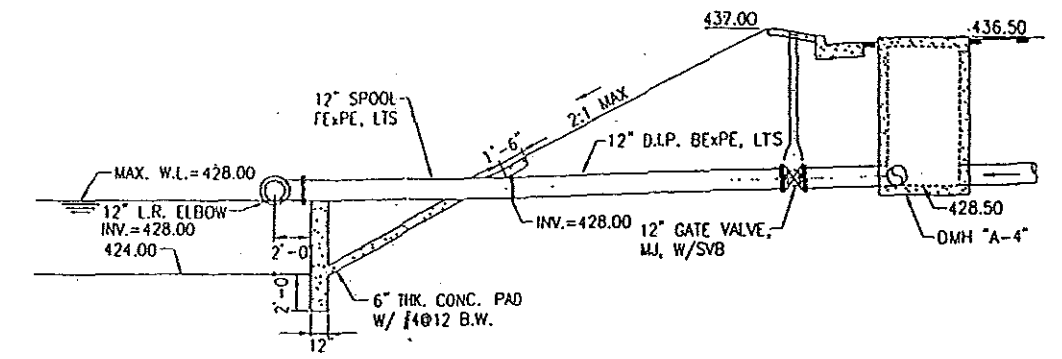
PUMP GALLERY FLOOR PLAN

APPENDIX

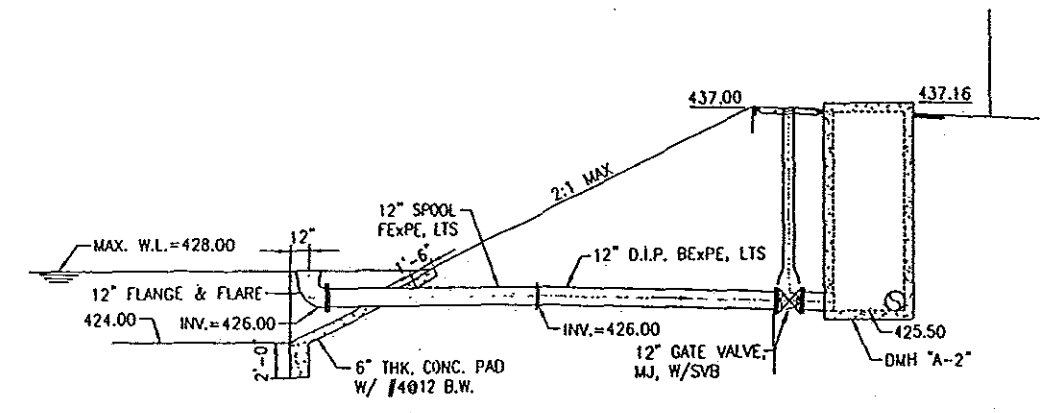
C-9



PLAN
SCALE: 3/32"=1'-0"



SECTION 1
SCALE: 3/32"=1'-0"



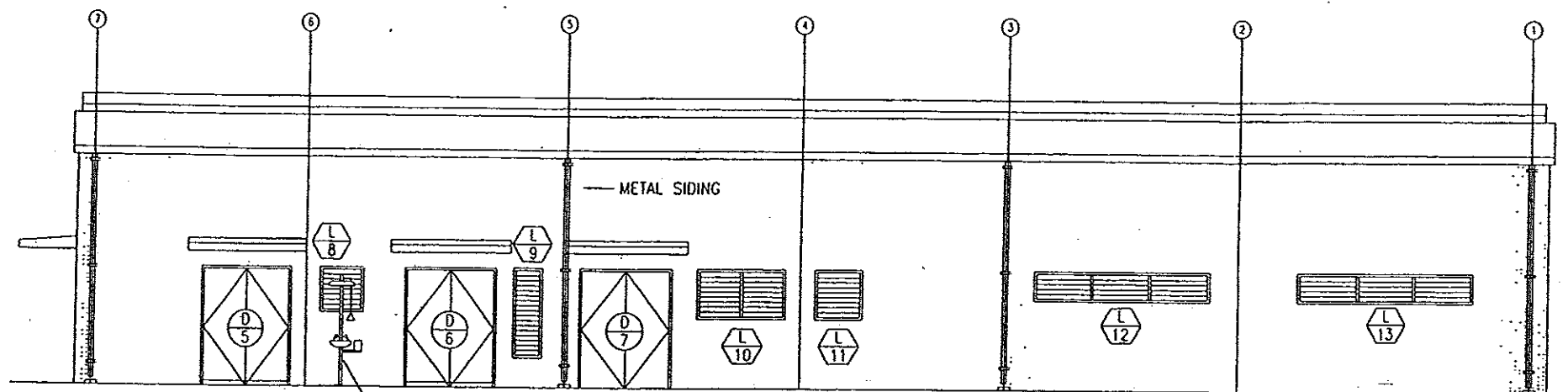
SECTION 2
SCALE: 3/32"=1'-0"

ENGINEERING REPORT FOR
SURFACE WATER TREATMENT SOURCES
GROVE FARM WATER TREATMENT FACILITY
HANAMAULU, KAUAI, HAWAII

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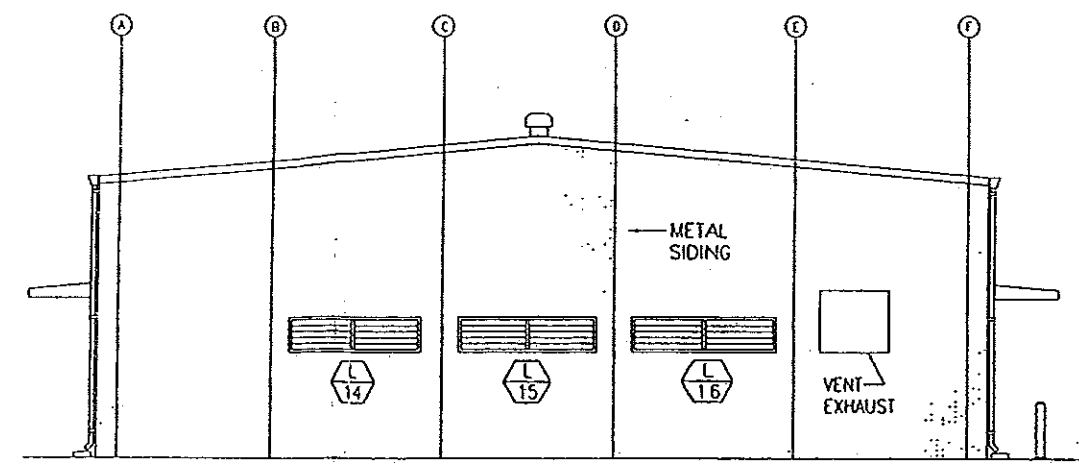
**DETENTION BASIN PIPING
PLAN AND SECTIONS**

APPENDIX
C-11



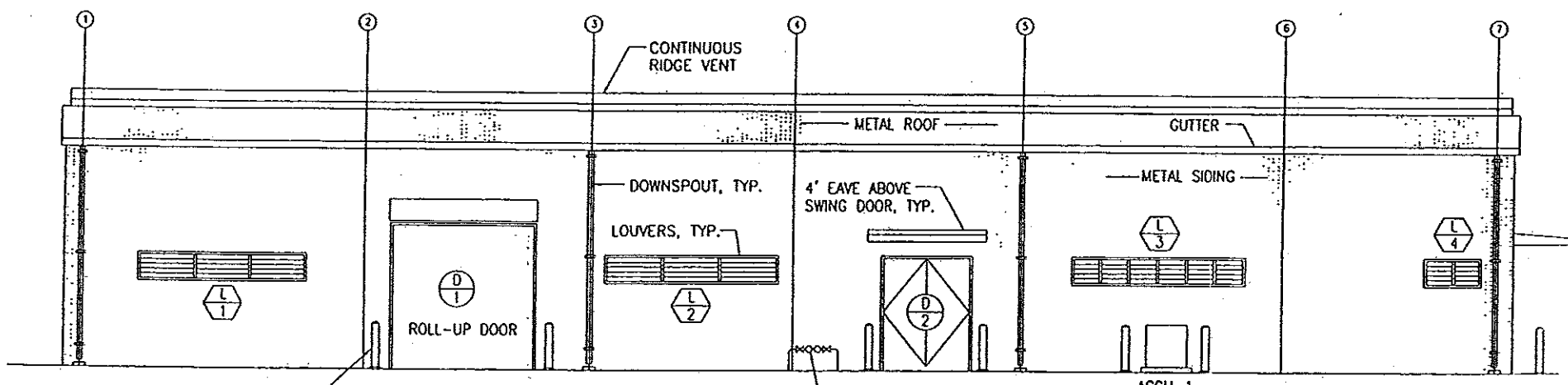
EMERGENCY SHOWER AND EYE WASH STATION

WEST



VENT-EXHAUST

SOUTH



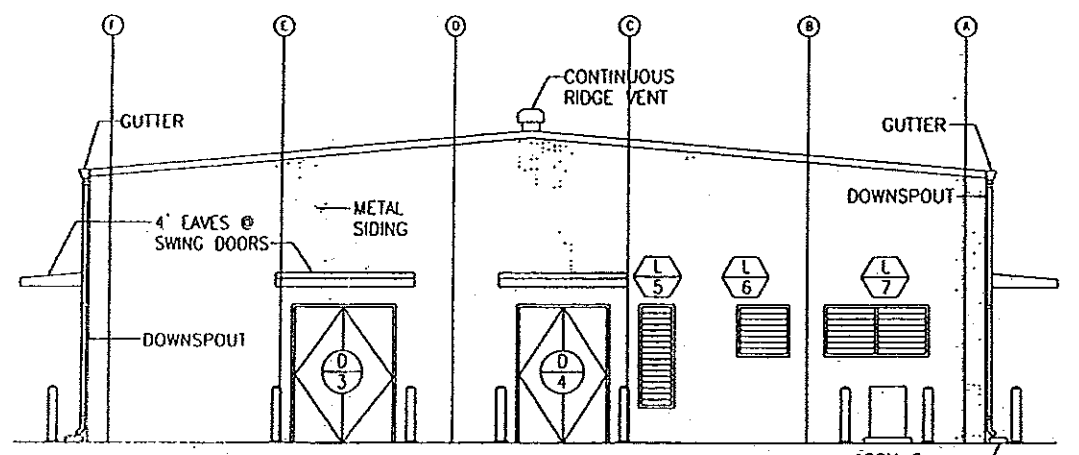
GUARD POST, TYP.

ROLL-UP DOOR

EAST

BACKFLOW PREVENTER

ACCU-1



DOWNSPOUT

DOWNSPOUT

NORTH

ACCU-2

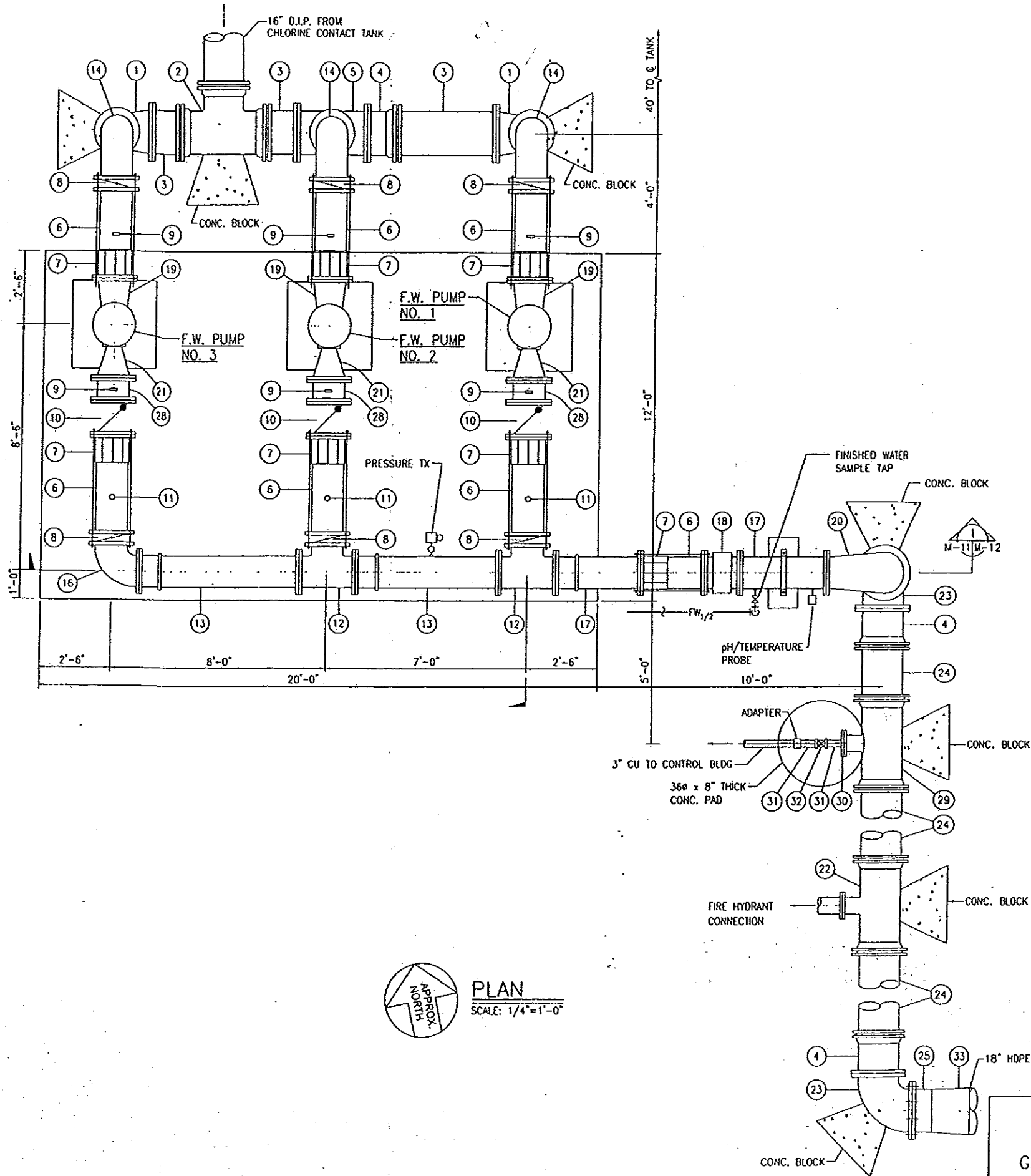
SPLASH BLOCK

EXTERIOR ELEVATIONS
SCALE: 3/32"=1'-0"

ENGINEERING REPORT FOR
SURFACE WATER TREATMENT SOURCES
GROVE FARM WATER TREATMENT FACILITY
HANAMAULU, KAUAI, HAWAII

ATA AUSTIN, TSUTSUMI & ASSOCIATES, INC.
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CONTROL BUILDING
EXTERIOR ELEVATIONS

APPENDIX
C-12



PLAN
 SCALE: 1/4"=1'-0"

| SCHEDULE OF VALVES AND FITTINGS | |
|---------------------------------|---|
| NO. | DESCRIPTION |
| 1 | 16" X 12" REDUCING ELBOW, FE |
| 2 | 16" X 16" TEE, MJ |
| 3 | 16" SPOOL, FE X PE, LTS |
| 4 | 16" SPOOL, FE X MJ, 12" LONG |
| 5 | 16" X 12" TEE, FE |
| 6 | 12" SPOOL, FE X PE, LTS |
| 7 | 12" FCA W/4 - 3/4" G.S. BOLTS |
| 8 | 12" BUTTERFLY VALVE, WAFER-TYPE W/GEAR OPERATOR & HANDWHEEL |
| 9 | PRESSURE GAUGE/MANUAL AIR RELEASE ASSEMBLY |
| 10 | 12" SILENT CHECK VALVE, FE |
| 11 | FLOW SWITCH |
| 12 | 12" X 12" TEE, FE |
| 13 | 12" SPOOL, FE X FE, LTS |
| 14 | 12" LONG RADIUS ELBOW, FE |
| 15 | 16" SPOOL, BE X PE, 36" LONG |
| 16 | 12" 1/4 BEND, FE |
| 17 | 12" SPOOL, FE X FE, 36" LONG |
| 18 | 12" MAGMETER |
| 19 | 12" X 2" REDUCING LONG RADIUS ELBOW, FE |
| 20 | 16" X 12" REDUCING LONG RADIUS ELBOW |
| 21 | 12" X 2" ECCENTRIC REDUCER, FE |
| 22 | 16" X 6" TEE, MJ X FE |
| 23 | 16" 1/4 BEND, FE |
| 24 | 16" SPOOL, PE, LTS |
| 25 | HOPE FLANGE ADAPTER & RING W/ TYPE 316 S.S. NUTS & BOLTS |
| 26 | 16" SPOOL, FE, LTS |
| 27 | 16" BUTTERFLY VALVE, WAFER-TYPE W/GEAR OPERATOR & HANDWHEEL |
| 28 | 12" SPOOL, FE, 9" LONG |
| 29 | 16" X 6" TEE, MJ X FE |
| 30 | 3" X 11" REDUCING FLANGE |
| 31 | 3" BRASS SPOOL, 6" LONG |
| 32 | 3" BRONZE GATE VALVE, SE, W/SVB |
| 33 | 18" X 16" HOPE REDUCER |

- NOTES:
- * SIZE DETERMINED BY PUMP SELECTED.
 - ALL FITTINGS TO BE OF DUCTILE IRON, UNLESS INDICATED OTHERWISE.
 - ALL DUCTILE IRON SPOOLS TO BE CLASS 53.

Staff Reports



DEPARTMENT OF WATER

County of Kaua'i

"Water has no Substitute – Conserve It!"

FISCAL REPORT: MONTHLY SUMMARY HIGHLIGHTS – APRIL, 2020

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

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

| | <u>BUDGET</u> | <u>vs</u> | <u>EXPENSED</u> |
|--------------------------|---------------------|-----------|---------------------|
| · Operating Expenses | \$29,248,550 | | \$19,351,011 |
| · Debt Principal Payment | 4,180,862 | | 4,682,803 |
| · Capital Projects | <u>29,174,243</u> | | <u>4,322,813</u> |
| TOTAL | <u>\$62,603,655</u> | | <u>\$28,356,627</u> |

REVENUES: VARIANCE = "ACTUAL" LESS "BUDGET"; POSITIVE INDICATES HIGHER PERFORMANCE THAN EXPECTED.

- Total Revenue as of April, 2020 was 7% below projection.
 - Water sales of \$22.4 million (M) was \$38 thousand (K) lower than projected.
 - Other Water Revenue - Receipts of \$134K was \$74.3K below projection or -36%.
 - Capital Contributions: Contributions from Federal & State Grants – \$2M.
 - Investment Income & Net Increase in FV of Investments –\$803K.
 - Miscellaneous Revenues - \$3K

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 \$19.4M. Total spending was \$9.9M less than planned or budgeted; a positive variance of 34%.
 - Employee Related Expenses –\$7.9M with a 20% positive variance.
 - Contracts & Services – \$4.76M with a 55% positive variance.
 - Professional Services, Other Services – Billing, Communication, Insurance and Repairs and Maintenance for non-water systems are the main items contributing to the 55% positive variance.
 - Exceptional Expenses – None.
 - Fuel & Utilities – \$2.2M; 14% positive variance.
 - Bulk Water Purchase –\$1.16M, 23% positive variance.
 - Office & Operating Supplies – \$644.8K, 61% positive variance.
 - Training, Travel & Meeting Expenses – \$99.4K; 57% positive variance.
 - Debt Service – Interest Expense - \$2.6M; 2% positive variance.
 - Depreciation & Amortization (non-cash expenses) is \$5.85M; 12% positive variance.



DEPARTMENT OF WATER

County of Kaua'i

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NET OPERATING INCOME:

- Net Operating Income before depreciation and amortization - \$7.85M.
- Net Operating Income after depreciation & amortization was \$2M.

NON-OPERATING PROCEEDS & DISBURSEMENTS

- SRF Loan Proceeds – None
- FRC – Facility Reserve Charge –\$895.8K
- YTD Debt Principal Payment is \$4.68M

CAPITAL PROJECTS BUDGET: YTD DISBURSEMENTS = \$3,871,617

- Capital Projects: Water Utility Fund - \$3.19M
- Capital Projects: FRC Fund – \$0.0
- Capital Projects: BAB Fund - \$680K
- Capital Projects: SRF Loan Fund - None

II. FY 2019 – 2020 CERTIFICATION OF FUNDS YTD \$7,733,915.00

| | REPORT TO MANAGER (with approved Budget) | MANAGER'S REPORT (New Budget Requests) |
|--------------------|---|---|
| Water Utility Fund | \$3,485,152 | \$4,085,742 |
| FRC Fund | \$9,567 | \$0 |
| BAB Fund | \$0.00 | \$153,454 |
| Total | \$3,494,719 | \$4,239,196 |

III. COMPARATIVE CHARTS:

METERED CONSUMPTION:

- April, 2020, monthly metered consumption was 256 million gallons (mg) which decreased by 76 mg as compared from the same month of FY 2019.
- Year to Date (YTD) metered consumption as of 4/30/20 was 3145.8 mg with a YTD cumulative decrease of 57.8 mg as compared from the same month of FY 2019.

IV. COMPARATIVE BALANCE SHEET: SEE ATTACHED.

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

V. OTHER FISCAL ONGOING ACTIVITIES/INITIATIVES:

- Water is essential commodity. In order to avoid disruption of water service, majority of fiscal personnel continued to report to work to provide continuous service to our water consumers. To minimize over-crowding in the office and to practice the social distancing guideline, a few fiscal staff were provided laptops to telework.
- The meter cuts (M-Cuts) for delinquent accounts was suspended until further notice; penalties for delinquent accounts will be waived upon customer request.



DEPARTMENT OF WATER

County of Kaua'i

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- 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.
- COVID-19 FEMA Briefing was completed; FEMA exploratory meeting was also completed. DOW will be reviewing qualified expenditures for FEMA claims submittal.
- 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.
- Upcoming: Water Audit & Annual Proposed Budget.

MY/ein



Department of Water, County of Kauai
 Monthly Budget Summary vs. Actual
 SUMMARY
 4/30/2020

| | April | | | | FY 2020 | | | |
|---|---------------------|---------------------|---------------------|---------------------|----------------------|----------------------|-----------------------|-------------|
| | Original Budget | Revised Budget | Actual | Variance | Revised YTD Budget | YTD Actual | *Variance | Variance % |
| I. OPERATING BUDGET | | | | | | | | |
| Revenue | | | | | | | | |
| Water Sales | \$2,244,154.00 | \$2,244,154.00 | \$1,861,188.48 | (\$382,965.52) | \$22,441,540.00 | \$22,403,222.71 | (\$38,317.29) | |
| Revenue from Public Fire Protection | 178,042.00 | 178,042.00 | 181,191.50 | 3,149.50 | 1,780,420.00 | 1,811,915.00 | 31,495.00 | 2% |
| Other Water Revenue | 20,833.00 | 20,833.00 | 460.09 | (20,372.91) | 208,330.00 | 133,997.21 | (74,332.79) | (36%) |
| Federal Grants | 90,897.00 | 90,897.00 | | (90,897.00) | 908,970.00 | | (908,970.00) | (100%) |
| State Grants | 316,666.00 | 316,666.00 | | (316,666.00) | 3,166,660.00 | 1,350,363.82 | (1,816,296.18) | (57%) |
| Capital Contributions | 50,990.00 | 50,990.00 | 69,678.05 | 18,688.05 | 509,900.00 | 696,720.50 | 186,820.50 | 37% |
| Net Increase in Fair Value of Investments | (2,500.00) | (2,500.00) | 88,105.98 | 90,605.98 | (25,000.00) | 187,491.29 | 212,491.29 | (850%) |
| Investment Income | 22,084.00 | 22,083.67 | 13,175.20 | (8,908.47) | 220,836.70 | 615,577.31 | 394,740.61 | 179% |
| Gain or Loss on Disposal of Capital Assets | 417.00 | 416.67 | | (416.67) | 4,166.70 | | (4,166.70) | (100%) |
| Gain or Loss from the Retirement of Debt | | | | | | | | |
| Miscellaneous Revenues | 83.00 | | (19.67) | (19.67) | | 3,016.21 | 3,016.21 | |
| Total Revenue | 2,921,666.00 | 2,921,582.34 | 2,213,779.63 | (707,802.71) | 29,215,823.40 | 27,202,304.05 | (2,013,519.35) | (7%) |
| Employee-Related Expenses | | | | | | | | |
| Salaries and Wages (includes Leaves & CTO) | 597,142.00 | 579,287.00 | 469,321.31 | 109,965.69 | 5,846,442.00 | 4,293,999.44 | 1,552,442.56 | 27% |
| Temporary Assignment | 5,917.00 | 5,917.00 | 4,516.05 | 1,400.95 | 59,166.00 | 70,726.62 | (11,560.62) | (20%) |
| Overtime | 40,500.00 | 40,500.00 | 55,306.02 | (14,806.02) | 405,000.00 | 488,240.75 | (83,240.75) | (21%) |
| Standby | 16,250.00 | 16,250.00 | 14,968.45 | 1,281.55 | 162,500.00 | 160,104.07 | 2,395.93 | 1% |
| FICA | 50,474.00 | 50,474.00 | 40,402.49 | 10,071.51 | 504,758.00 | 365,531.44 | 139,226.56 | 28% |
| Retirement Contribution | 144,332.00 | 144,332.00 | 109,171.24 | 35,160.76 | 1,443,333.00 | 1,052,400.24 | 390,932.76 | 27% |
| Life & Health Insurance | 50,919.00 | 50,919.00 | 43,592.86 | 7,326.14 | 509,207.00 | 421,682.18 | 87,524.82 | 17% |
| Workers Compensation | | | | | | 5,755.42 | (5,755.42) | |
| Unemployment Compensation | 1,250.00 | 1,250.00 | | 1,250.00 | 12,500.00 | | 12,500.00 | 100% |
| Post Employment Benefits (OPEB) | 89,752.00 | 89,752.00 | 104,498.87 | (14,746.87) | 897,498.00 | 1,000,883.34 | (103,385.34) | (12%) |
| Total Employee-Related Expenses | 996,536.00 | 978,681.00 | 841,777.29 | 136,903.71 | 9,840,404.00 | 7,859,323.50 | 1,981,080.50 | 20% |
| Contracts & Services | | | | | | | | |
| Professional Services-General | 303,613.00 | 413,863.00 | 135,415.78 | 278,447.22 | 6,426,827.83 | 1,885,866.78 | 4,540,961.05 | 71% |
| Professional Services-Accounting & Auditing | 8,900.00 | 8,900.00 | | 8,900.00 | 89,000.00 | 69,900.00 | 19,100.00 | 21% |
| Other Services-General | 5,374.00 | 5,374.00 | 4,049.93 | 1,324.07 | 58,457.99 | 42,592.84 | 15,865.15 | 27% |
| Other Services-Billing Costs | 17,221.00 | 17,221.00 | 8,706.67 | 8,514.33 | 324,902.06 | 125,724.02 | 199,178.04 | 61% |
| Public Relations-General | 6,674.00 | 6,674.00 | 3,280.86 | 3,393.14 | 75,059.06 | 58,567.24 | 16,491.82 | 22% |
| Procurement Advertising | 833.00 | 833.00 | | 833.00 | 8,334.00 | 5,497.21 | 2,836.79 | 34% |
| Communication Services | 10,596.00 | 10,596.00 | 10,271.58 | 324.42 | 151,564.20 | 90,631.65 | 60,932.55 | 40% |
| Freight and Postage | 1,365.00 | 1,365.00 | | 1,365.00 | 13,640.00 | 2,018.77 | 11,621.23 | 85% |
| Rentals and Leases | 10,924.00 | 10,924.00 | 9,154.59 | 1,769.41 | 138,527.89 | 57,929.29 | 80,598.60 | 58% |
| Insurance | 32,917.00 | 32,917.00 | | 32,917.00 | 329,166.00 | 1,357.70 | 327,808.30 | 100% |
| County Service Charge | 178,042.00 | 178,042.00 | 181,191.50 | (3,149.50) | 1,780,426.00 | 1,811,915.00 | (31,489.00) | (2%) |
| Repairs and Maintenance-Water System | 18,417.00 | 18,417.00 | 1,991.59 | 16,425.41 | 209,180.43 | 254,890.59 | (45,710.16) | (22%) |
| Repairs and Maint-Non Water System | 58,396.00 | 58,396.00 | 27,535.05 | 30,860.95 | 902,084.37 | 357,144.11 | 544,940.26 | 60% |
| Total Contracts & Services | 653,272.00 | 763,522.00 | 381,597.55 | 381,924.45 | 10,507,169.83 | 4,764,035.20 | 5,743,134.63 | 55% |



Department of Water, County of Kauai
 Monthly Budget Summary vs. Actual
 SUMMARY
 4/30/2020

| | April | | | | FY 2020 | | | |
|---|---------------------|---------------------|---------------------|---------------------|-----------------------|-----------------------|-----------------------|-----------------|
| | Original Budget | Revised Budget | Actual | Variance | Revised YTD Budget | YTD Actual | *Variance | Variance % |
| Exceptional Expenses | | | | | | | | |
| FY2014 & FY2015 Kalaheo Emergency | | | | | | | | |
| FY 2015 Kilauea | | | | | | | | |
| Abandoning Hanamaulu Wells 1 & 2 | | | | | 261,975.00 | | 261,975.00 | 100% |
| Total Exceptional Expenses | | | | | 261,975.00 | | 261,975.00 | 100% |
| Fuel & Utilities | | | | | | | | |
| Utility Services | 238,552.00 | 238,552.00 | 189,241.59 | 49,310.41 | 2,401,553.59 | 2,113,151.74 | 288,401.85 | 12% |
| Fuel | 9,625.00 | 9,625.00 | 5,383.47 | 4,241.53 | 149,453.50 | 88,599.93 | 60,853.57 | 41% |
| Total Fuel & Utilities | 248,177.00 | 248,177.00 | 194,625.06 | 53,551.94 | 2,551,007.09 | 2,201,751.67 | 349,255.42 | 14% |
| Bulk Water Purchase | | | | | | | | |
| Bulk Water Purchase | 151,348.00 | 151,348.00 | 1,458.19 | 149,889.81 | 1,513,480.00 | 1,158,812.00 | 354,668.00 | 23% |
| Total Bulk Water Purchase | 151,348.00 | 151,348.00 | 1,458.19 | 149,889.81 | 1,513,480.00 | 1,158,812.00 | 354,668.00 | 23% |
| Office & Operating Supplies | | | | | | | | |
| Office Supplies | 1,833.00 | 1,833.00 | 1,615.24 | 217.76 | 18,334.36 | 13,515.78 | 4,818.58 | 26% |
| Operating Supplies | 113,025.00 | 113,025.00 | 42,000.63 | 71,024.37 | 1,608,669.02 | 610,363.99 | 998,305.03 | 62% |
| Books, Subscriptions and Dues | 2,737.00 | 2,737.00 | 12.54 | 2,724.46 | 27,371.00 | 20,767.47 | 6,603.53 | 24% |
| Books, Subscriptions and Dues - Board | 91.00 | 91.00 | | 91.00 | 913.00 | 150.00 | 763.00 | 84% |
| Total Office & Operating Supplies | 117,686.00 | 117,686.00 | 43,628.41 | 74,057.59 | 1,655,287.38 | 644,797.24 | 1,010,490.14 | 61% |
| Training, Travel & Meeting Expenses | | | | | | | | |
| Training and Development | 6,740.00 | 6,740.00 | 468.86 | 6,271.14 | 82,816.12 | 37,720.47 | 45,095.65 | 54% |
| Travel and Per Diem | 8,885.00 | 8,885.00 | 1,641.11 | 7,243.89 | 88,840.00 | 47,549.06 | 41,290.94 | 46% |
| Travel and Per Diem - Board | 1,748.00 | 1,748.00 | | 1,748.00 | 17,474.00 | | 17,474.00 | 100% |
| Meeting Expense | 3,108.00 | 3,108.00 | 140.10 | 2,967.90 | 33,372.95 | 13,067.41 | 20,305.54 | 61% |
| Meeting Expense - Board | 829.00 | 829.00 | 123.04 | 705.96 | 8,294.00 | 1,037.30 | 7,256.70 | 87% |
| Total Training, Travel & Meeting Expenses | 21,310.00 | 21,310.00 | 2,373.11 | 18,936.89 | 230,797.07 | 99,374.24 | 131,422.83 | 57% |
| Debt Service | | | | | | | | |
| Interest Expense | 268,843.00 | 268,843.00 | 262,291.75 | 6,551.25 | 2,688,430.00 | 2,622,917.50 | 65,512.50 | 2% |
| Total Interest Expense | 268,843.00 | 268,843.00 | 262,291.75 | 6,551.25 | 2,688,430.00 | 2,622,917.50 | 65,512.50 | 2% |
| Total Operating Expenses | 2,457,172.00 | 2,549,567.00 | 1,727,751.36 | 821,815.64 | 29,248,550.37 | 19,351,011.35 | 9,897,539.02 | 34% |
| Net Operating Income (Loss) Before Depreciation & Amortization | \$464,494.00 | \$372,015.34 | \$486,028.27 | \$114,012.93 | (\$32,726.97) | \$7,851,292.70 | \$7,884,019.67 | (24090%) |
| Depreciation & Amortization | | | | | | | | |
| Depreciation | 609,562.00 | 609,562.00 | 495,117.66 | 114,444.34 | 6,095,626.00 | 5,678,599.79 | 417,026.21 | 7% |
| Amortization | 58,333.00 | 58,333.00 | (52.73) | 58,385.73 | 583,334.00 | 172,715.34 | 410,618.66 | 70% |
| Total Depreciation & Amortization | 667,895.00 | 667,895.00 | 495,064.93 | 172,830.07 | 6,678,960.00 | 5,851,315.13 | 827,644.87 | 12% |
| Net Operating Income (Loss) | (203,401.00) | (295,879.66) | (9,036.66) | 286,843.00 | (6,711,686.97) | 1,999,977.57 | 8,711,664.54 | (130%) |



Department of Water, County of Kauai
 Monthly Budget Summary vs. Actual
 SUMMARY
 4/30/2020

| | April | | | | FY 2020 | | | |
|---|----------------------------|----------------------------|--------------------------|--------------------------|-------------------------------|------------------------------|----------------------------|---------------------|
| | <u>Original Budget</u> | <u>Revised Budget</u> | <u>Actual</u> | <u>Variance</u> | <u>Revised YTD Budget</u> | <u>YTD Actual</u> | <u>*Variance</u> | <u>Variance %</u> |
| Non Operating Proceeds | | | | | | | | |
| FRC-Facility Reserve Charge | 33,333.00 | 33,333.00 | 26,815.00 | (6,518.00) | 333,330.00 | 895,815.00 | 562,485.00 | 169% |
| Total Non Operating Proceeds | 33,333.00 | 33,333.00 | 26,815.00 | (6,518.00) | 333,330.00 | 895,815.00 | 562,485.00 | 169% |
| Transfers Out(In) to Other Funds | | | | | | | | |
| Debt Principal Payment | 418,086.00 | 418,086.00 | 25,338.41 | 392,747.59 | 4,180,862.00 | 4,682,803.19 | (501,941.19) | (12%) |
| Net Proceeds (Expenditures) | <u>(588,154.00)</u> | <u>(680,632.66)</u> | <u>(7,560.07)</u> | <u>673,072.59</u> | <u>(10,559,218.97)</u> | <u>(1,787,010.62)</u> | <u>8,772,208.35</u> | <u>(83%)</u> |
| II. CAPITAL BUDGET | | | | | | | | |
| Capital Projects (See Attached for Details) | 724,833.00 | 724,833.00 | 435,593.77 | 289,239.23 | 29,174,242.88 | 4,322,812.70 | 24,851,430.18 | 85% |



Department of Water, County of Kauai
 Monthly Budget Summary vs. Actual
 SUMMARY
 4/30/2020

| | <u>April</u> | | | | <u>FY 2020</u> | | | |
|--|------------------------|-----------------------|-------------------|-------------------|---------------------------|---------------------|----------------------|-------------------|
| | <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 | 430,750.12 | 218,666.88 | 23,441,357.49 | 3,637,913.76 | 19,803,443.73 | 84% |
| FRC Special Trust Fund - Capital Projects (See Attached for Details) | 75,416.00 | 75,416.00 | | 75,416.00 | 1,309,923.84 | | 1,309,923.84 | 100% |
| BAB Fund - Capital Projects (See Attached for Details) | | | 4,843.65 | (4,843.65) | 4,422,961.55 | 684,898.94 | 3,738,062.61 | 85% |
| 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>435,593.77</u> | <u>289,239.23</u> | <u>29,174,242.88</u> | <u>4,322,812.70</u> | <u>24,851,430.18</u> | <u>85%</u> |



Department of Water, County of Kauai
 Monthly Budget Summary vs. Actual
 10
 4/30/2020

| | April | | | | 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 | | 67,917.00 | 710,074.08 | 157,124.72 | 552,949.36 | 78% |
| 10-02-00-605-999 WU-IT-Expansion Capital Purchases-- | 35,417.00 | 35,417.00 | 10,458.99 | 24,958.01 | 419,034.87 | 32,960.02 | 386,074.85 | 92% |
| 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 | | | 839.10 | (839.10) | 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 | | | 5,113.76 | (5,113.76) | 249,224.92 | 42,249.72 | 206,975.20 | 83% |
| 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 | | | 48,800.00 | (48,800.00) | 536,527.00 | 65,928.20 | 470,598.80 | 88% |
| 10-20-00-604-163 WU-Eng-AIR-18-8 Limahuli Stream & Manoa Stream- | 29,167.00 | 29,167.00 | | 29,167.00 | 291,666.00 | | 291,666.00 | 100% |
| 10-20-00-604-999 WU-Eng-RandR Capital Purchases | 1,667.00 | 1,667.00 | | 1,667.00 | 16,666.00 | 123.00 | 16,543.00 | 99% |
| 10-20-00-605-139 WU-Eng-ALLE-02-11 M-02 100K Tank & Pipeline Moloaa | | | | | 125,200.00 | | 125,200.00 | 100% |
| 10-21-00-604-001 Job 17-10 KW-07 Paua Valley Tank Repair | 116,667.00 | 116,667.00 | | 116,667.00 | 2,141,666.00 | | 2,141,666.00 | 100% |
| 10-21-00-604-035 Job 12-4 HE-14, Eleele Booster Rehab | | | | | 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 | 3,129,166.00 | | 3,129,166.00 | 100% |
| 10-21-00-604-167 WU-CM-R&R-Kukuilono Tank Demo | 8,333.00 | 8,333.00 | | 8,333.00 | 83,334.00 | | 83,334.00 | 100% |
| 10-21-00-604-999 WU-CM-RandR Capital Purchases | 833.00 | 833.00 | | 833.00 | 8,334.00 | | 8,334.00 | 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 | | | 364,067.62 | (364,067.62) | 1,661,544.13 | 1,490,291.90 | 171,252.23 | 10% |
| 10-21-00-605-999 WU-CM-Expansion Capital Purchases | 8,333.00 | 8,333.00 | | 8,333.00 | 83,334.00 | | 83,334.00 | 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 | 2,500.00 | | 2,500.00 | 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 | 1,470.65 | 26,862.35 | 830,595.82 | 306,572.96 | 524,022.86 | 63% |
| 10-40-00-605-999 WU-Ops-Expansion Capital Purchases | 39,583.00 | 39,583.00 | | 39,583.00 | 486,864.86 | 91,030.86 | 395,834.00 | 81% |
| Total Capital Projects (See Attached for Details) | 649,417.00 | 649,417.00 | 430,750.12 | 218,666.88 | 23,441,357.49 | 3,637,913.76 | 19,803,443.73 | 84% |



Department of Water, County of Kauai
 Monthly Budget Summary vs. Actual
 20
 4/30/2020

| | April | | | | FY 2020 | | | |
|--|------------------------|-----------------------|---------------|-----------------|---------------------------|-------------------|------------------|-------------------|
| | <u>Original Budget</u> | <u>Revised Budget</u> | <u>Actual</u> | <u>Variance</u> | <u>Revised YTD Budget</u> | <u>YTD Actual</u> | <u>*Variance</u> | <u>Variance %</u> |
| Capital Projects (See Attached for Details): | | | | | | | | |
| 20-20-00-605-017 FRC-Job 16-02 18IN Cane Haul Road Main | | | | | 20,333.33 | | 20,333.33 | 100% |
| 20-20-00-605-104 FRC-Eng-ALLE-05-02 HW-12 Drill Wainiha-Haena Well | | | | | 47,869.00 | | 47,869.00 | 100% |
| 20-20-00-605-117 FRC-Eng-ALLE-12-02 WK-23 UH Expmntal Storage Tank | | | | | 26,832.00 | | 26,832.00 | 100% |
| 20-20-00-605-118 Job 04-08 WK-39 Drill Kapaa Homestead Well 4 | 37,500.00 | 37,500.00 | | 37,500.00 | 482,163.79 | | 482,163.79 | 100% |
| 20-20-00-605-120 FRC-Eng-90%E-Kilauea 1.0MG Tank Job 02-06 | | | | | 7,212.24 | | 7,212.24 | 100% |
| 20-20-00-605-153 Job 15-08-HW-11-Haena 0.2MG Tank | 2,500.00 | 2,500.00 | | 2,500.00 | 74,105.48 | | 74,105.48 | 100% |
| 20-20-00-605-154 Job 17-11 Drill & Test Kilauea Well #3 | | | | | 297,240.00 | | 297,240.00 | 100% |
| 20-20-00-605-155 FRC-Eng-ALLE-Wainiha Well #4 | 13,333.00 | 13,333.00 | | 13,333.00 | 133,334.00 | | 133,334.00 | 100% |
| 20-20-00-605-168 FRC-Eng-Exp-Kalaheo System Improvement | 3,333.00 | 3,333.00 | | 3,333.00 | 33,334.00 | | 33,334.00 | 100% |
| 20-21-00-605-161 FRC-Cns-Hanapepe River Bridge Kaumualii Hwy | 18,750.00 | 18,750.00 | | 18,750.00 | 187,500.00 | | 187,500.00 | 100% |
| Total Capital Projects (See Attached for Details) | 75,416.00 | 75,416.00 | | 75,416.00 | 1,309,923.84 | | 1,309,923.84 | 100% |



Department of Water, County of Kauai
 Monthly Budget Summary vs. Actual
 30
 4/30/2020

| | April | | | | 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): | | | | | | | | |
| 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 | 60,666.79 | 301,668.42 | 83% |
| 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 | 684,898.94 | 3,738,062.61 | 85% |

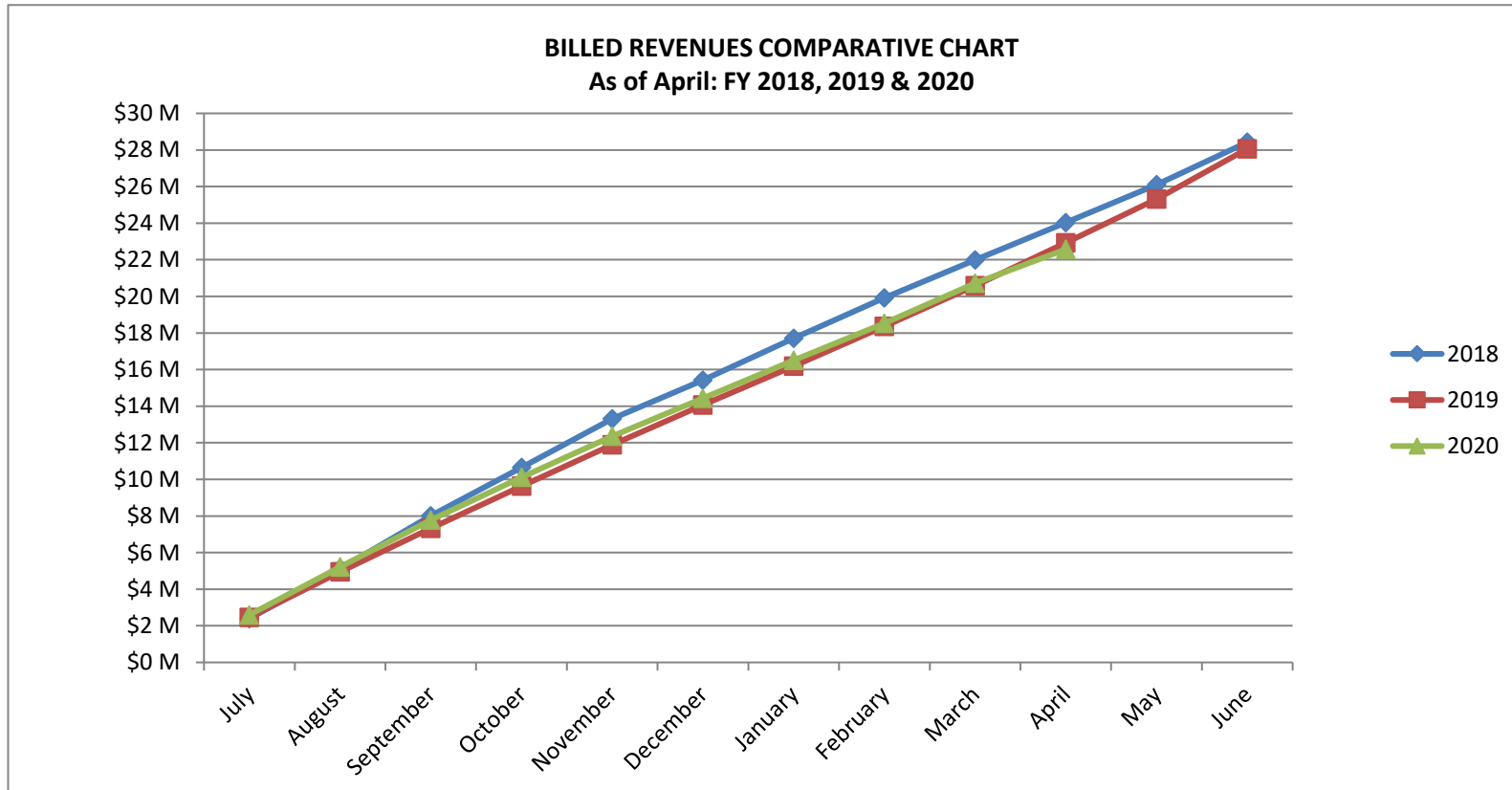
| FY 2019 - 2020 Certification of Funds | | | | | REPORTS TO MANAGER (RTM) | | | | Manager's Report (MR) - New and/or Additional Funds | | | |
|---------------------------------------|------------|---|-------------------|-------|--------------------------|----------|----------|--------------|---|----------|------------|--------------|
| DATE | Contract # | Description | ACCOUNT # | CO/OE | W/U (10) | FRC (20) | BAB (30) | TOTAL | W/U (10) | FRC (20) | BAB (30) | TOTAL |
| 7/26/2019 | 632 | Job NO. 17-02, SCADA System Maintenance and Professional Consultation Services. | 10-40-60-560-000 | OE | 145,894.00 | | | 145,894.00 | | | | - |
| 7/26/2019 | 660 | SS-2018-1, Multi-Term Contract; Laboratory Testing Services For the DOW, COK. | 10-10-40-540-010 | OE | 106,050.00 | | | 106,050.00 | | | | - |
| 7/26/2019 | 686 | Cutterford- Solicitation GS 2019-9 | 10-40-00-604-999 | CO | 110,000.00 | | | 110,000.00 | 47,142.35 | | | 47,142.35 |
| 7/26/2019 | 682 | A2, Solicitation 2019-Prof-1, A.1 special Legal Services. | 10-01-10-540-010 | OE | | | | - | 120,000.00 | | | 120,000.00 |
| 8/7/2019 | 639 | A2 - Job No. 17-10, WP 2020 #KW-07, Rehabilitate Paua Valley Tank #1, 0.5MG Concrete. | 10-020-00-604-001 | CO | 11,636.00 | | | 11,636.00 | | | | - |
| 8/7/2019 | 533 | Job. No. 09-01, WP2020 #K-01, #K-12, Phsae II - Kalāheo 1111" and 1222" Water System Improvements, Kalaheo, HI | 30-20-00-604-105 | CO | | | | - | | | 101,583.00 | 101,583.00 |
| 8/14/2019 | 656 | WP 2020 Proj. No. WK-39, Drill & Develop Kapaa Homesteads Well No. 4 & Package A- Well & Drainage Package of WP 2020 | 30-21-00-605-118 | CO | | | | - | | | 51,870.99 | 51,870.99 |
| 8/14/2019 | 639 | Job No. 17-10, WP2020 Project No. KW-07 Rehabilitate Paua Valley Tank #1, 0.5MG Concrete, with KAI Hawaii Inc. for a time extension of 150 days and for additional design funding | 10-20-00-604-000 | CO | | | | - | 11,636.00 | | | 11,636.00 |
| 9/12/2019 | 687 | Job 19-06, Anahola Well A Pump Replacement, Kaua'i, Hawai'i | 10-40-00-604-999 | CO | 102,900.00 | | | 102,900.00 | | | | - |
| 11/4/2019 | 685 | First Amendment and Time Extension of 150 days to Contract No. 685, Job No. 19-01 Island Wide Vulnerability and Resiliency Assessment | 10-20-10-540-010 | OE | | | | - | 51,516.00 | | | 51,516.00 |
| 11/22/2019 | 688 | Paua Valley Tank repair | 10-21-00-604-001 | CO | 1,400,000.00 | | | 1,400,000.00 | 975,000.00 | | | 975,000.00 |
| 11/22/2019 | 689 | Legislation Services (2020) | 10-01-10-540-010 | OE | 40,000.00 | | | 40,000.00 | | | | - |
| 11/22/2019 | 637 | Am.2- As Needed Services | 10-21-10-540-010 | | 18,664.00 | | | 18,664.00 | 440,000.00 | | | 440,000.00 |
| 11/22/2019 | 609 | 4th Am. Financial Management Planning & Water Rate Study | 10-31-10-540-010 | OE | 20,000.00 | | | 20,000.00 | | | | - |
| 11/22/2019 | 614 | Job. No. 15-8, WP2020 Proj. No. HW-11, Haena Storage Tank | 20-20-00-605-153 | CO | | 9,567.00 | | 9,567.00 | | | | - |
| 11/22/2019 | 632 | SCADA Server upgrade and related software | 10-02-00-604-999 | CO | 68,700.00 | | | 68,700.00 | | | | - |
| 12/20/2019 | 609 | Water Rate Study | 10-31-10-540-010 | OE | 20,000.00 | | | 20,000.00 | | | | - |
| 12/20/2019 | 655 | WP 2020 HE-01, HE-10, Reorganize the WS: Kaunualii Hwy 16 inch ML, Emergency Pump Connection, | 10-21-00-604-146 | CO | | | | | 2,360,587.59 | | | 2,360,587.59 |
| 12/20/2019 | 666 | Review and Update the Department's Information Technology Strategic Plan and I.T. Project | 10-02-10-540-010 | OE | | | | | 79,860.00 | | | 79,860.00 |
| 12/20/2019 | 627 | SS2017, Annual license & Maintenance for MPET | 10-02-10-561-000 | | 19,371.72 | | | 19,371.72 | | | | - |
| 12/20/2019 | 690 | AS needed CM Continuing Services for WP 2020 | 10-21-10-540-010 | | 700,000.00 | | | 700,000.00 | | | | - |
| 2/6/2020 | 669 | Job No. 18-07, Kukuilono UST and Tank Removal | 10-20-10-540-010 | | 25,582.01 | | | 25,582.01 | | | | - |
| 2/28/2020 | 691 | GS 2020-3, Furnish n deliver one (1) 4-wheel drive super cab pick up truck with accessories | 10-40-00-605-999 | | 54,035.88 | | | 54,035.88 | | | | - |
| 2/28/2020 | 692 | GS 2020-2, furnishing and delivery of hydrants & appurtenances | 10-40-60-563-010 | | 87,098.73 | | | 87,098.73 | | | | - |
| 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 | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | 3,485,151.73 | 9,567.00 | - | 3,494,718.73 | 4,085,742 | 0 | 153,453.99 | 4,239,196 |
| | | | | | | | | | | | | 7,733,915 |

III.

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

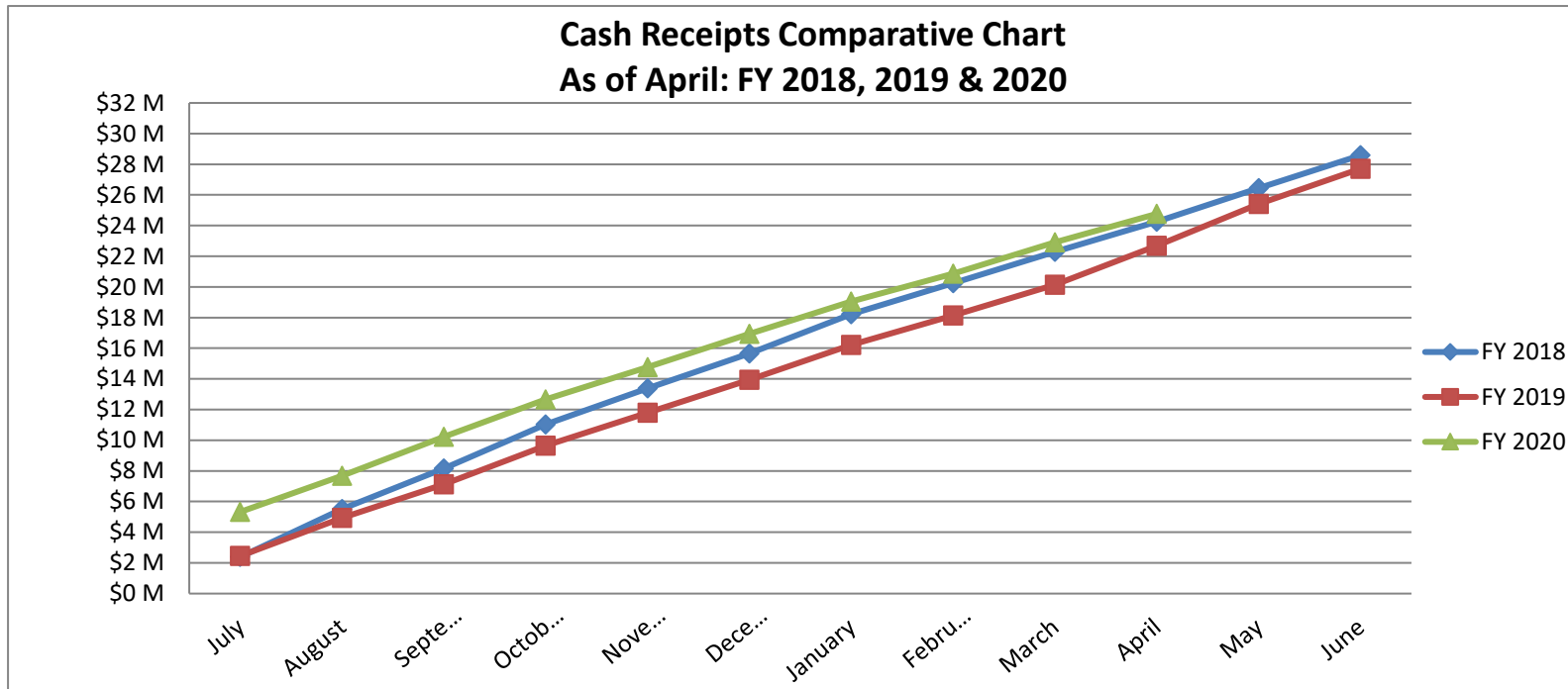
| | | <u>2018</u> | | <u>2019</u> | | <u>2020</u> | | Cum. Inc (Dec) | % Inc. (Dec.) |
|-----------|----|-------------|----|-------------|----|-------------|----|----------------|---------------|
| July | \$ | 2,389,827 | \$ | 2,459,791 | \$ | 2,594,993 | \$ | 135,203 | 5.50% |
| August | \$ | 5,110,540 | \$ | 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% |



1. revenue comparison

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

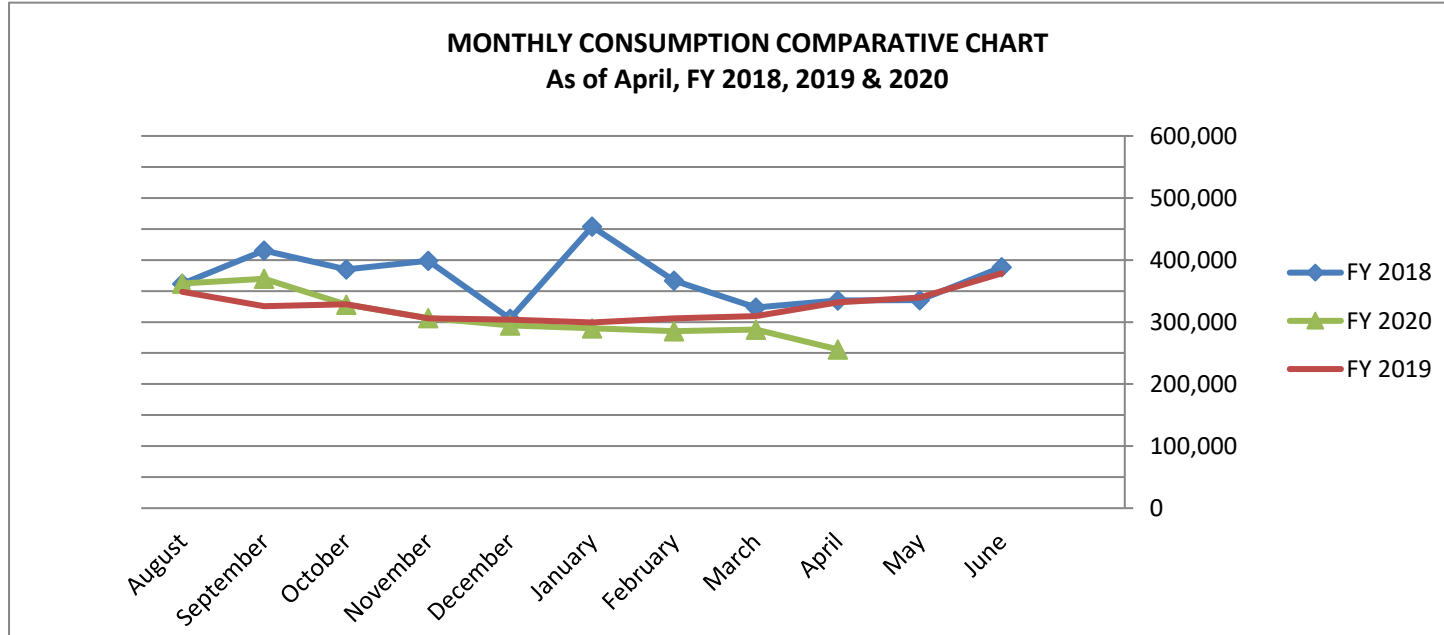
| | | FY 2018 | | FY 2019 | | FY 2020 | Cum. Inc (Dec) | % of Inc (Dec) |
|-----------|----|----------------|----|----------------|----|----------------|-----------------------|-----------------------|
| July | \$ | 2,385,872 | \$ | 2,449,372 | \$ | 5,324,195 | 2,874,823 | 117% |
| August | \$ | 5,504,876 | \$ | 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% |



* 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)

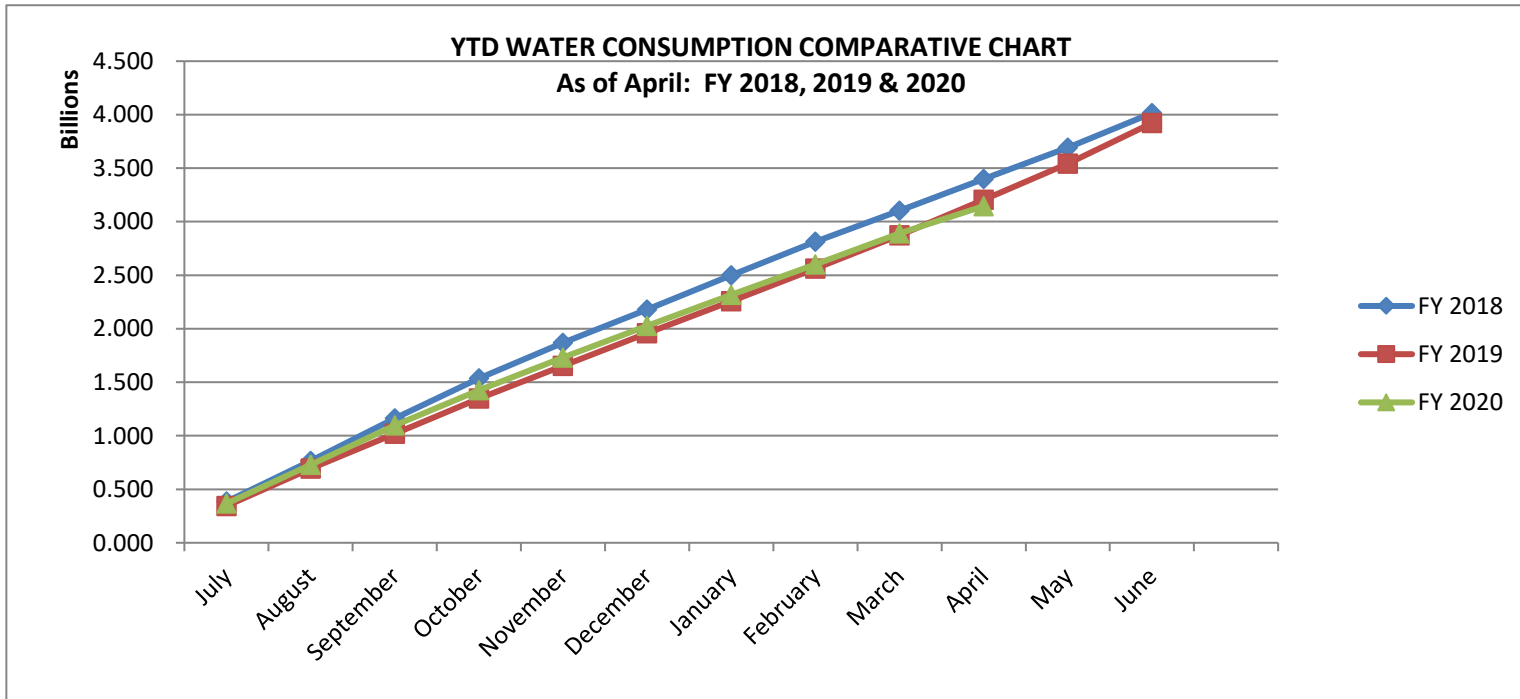
| | <u>FY 2018</u> | <u>FY 2019</u> | <u>FY 2020</u> | <u>MONTHLY INC. (DEC.)</u> | |
|-----------|----------------|----------------|----------------|----------------------------|------|
| July | 436,238 | 344,364 | 365,892 | 21,528 | 6% |
| August | 361,599 | 348,569 | 362,067 | 13,498 | 4% |
| September | 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% |



* 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% |



Department of Water - County of Kauai
 Statements of Net Position
 April 30, 2020 and 2019

Assets and Deferred Outflows

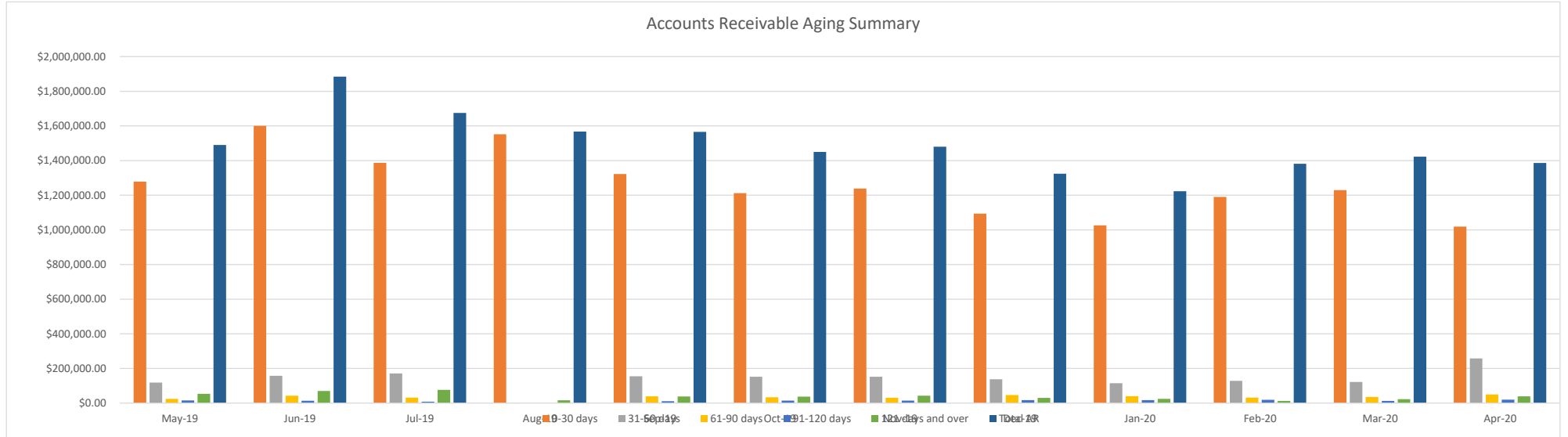
| | <u>April 30, 2020</u> | <u>April 30, 2019</u> |
|--|------------------------------|------------------------------|
| Current Assets | | |
| Cash | 6,977,688 | 9,523,101 |
| Equity interest in pooled investments | 13,639,770 | 24,420,826 |
| Receivables: | | |
| Accounts, net of allowance for doubtful accounts* | 1,317,096 | 1,343,396 |
| Due from other funds | - | - |
| Unbilled accounts | 1,532,261 | 1,294,493 |
| Grants and subsidies | 2,508,820 | 2,848,748 |
| Accrued interest | - | - |
| Total receivables | <u>5,358,178</u> | <u>5,486,637</u> |
| | - | - |
| Materials and supplies | 1,112,506 | 1,087,256 |
| Prepaid expenses | 384,369 | 47,233 |
| Total current asset | <u>27,472,511</u> | <u>40,565,053</u> |
| Restricted Assets: | | |
| Facility reserve charge funds: | | |
| Cash | 1,930,056 | 1,092,758 |
| Accounts receivable and other | 65,523 | 188,409 |
| Total facility reserve charge funds | <u>1,995,579</u> | <u>1,281,167</u> |
| Bond funds: | | |
| Cash | 1,281,437 | 1,518,406 |
| Investments | 8,604,001 | 9,251,558 |
| Accrued interest | 35,987 | 31,270 |
| Total bond funds | <u>9,921,425</u> | <u>10,801,234</u> |
| | - | - |
| Total restricted assets | <u>11,917,004</u> | <u>12,082,402</u> |
| | - | - |
| Equity Interest in Pooled Investment - Noncurrent | <u>34,153,426</u> | <u>22,135,754</u> |
| Utility Plant: | | |
| In service | 346,386,633 | 338,352,816 |
| Accumulated depreciation | (140,351,710) | (134,281,435) |
| Total utility plant | <u>206,034,923</u> | <u>204,071,381</u> |
| | - | - |
| Construction work in progress | 14,878,930 | 12,303,477 |
| Total property, plant and equipment | <u>220,913,853</u> | <u>216,374,858</u> |
| Total assets | <u>294,456,793</u> | <u>291,158,066</u> |
| Deferred Outflow of Resources | <u>5,239,450</u> | <u>5,205,278</u> |
| Total assets and deferred outflows of resources | <u>299,696,243</u> | <u>296,363,344</u> |
| | | |
| *Allowance for doubtful accounts | (233,512) | (230,469) |

Department of Water - County of Kauai
 Statements of Net Position
 April 30, 2020 and 2019

Liabilities, Deferred Inflows and Net Position

| | April 30, 2020 | April 30, 2019 |
|--|-----------------------|-----------------------|
| Current Liabilities: | | |
| Accounts payable and accrued liabilities | 2,247,693 | 4,093,802 |
| Contracts payable, including retainages | 463,447 | 350,932 |
| Accrued Vacation And Compensatory Pay, current portion | 481,574 | 447,926 |
| Due to/Due From Other Funds | 212 | |
| Customer overpayment | 169,028 | 164,157 |
| Customer deposits and advances | 719,998 | 446,016 |
| Current portion of long term debt | 5,017,034 | 4,883,749 |
| Current portion of capital lease obligation | 4,058 | 522,561 |
| Total current liabilities | 9,103,043 | 10,909,143 |
| | - | |
| Long-Term Debt | 62,647,838 | 67,571,761 |
| Capital Lease Obligation | - | 4,058 |
| OPEB & Retirement Benefits | 25,041,025 | 23,876,538 |
| Accrued Vacation and Compensatory Pay | 903,522 | 912,823 |
| Deferred Inflow of Assets | 912,344 | 998,605 |
| Total liabilities and deferred inflows: | 98,607,773 | 104,272,927 |
| Net Position: | | |
| Water Utility Reserves | 9,300,000 | 10,700,000 |
| Restricted FRC | 1,987,728 | 1,273,317 |
| Restricted Build American Bonds | 9,816,987 | 10,604,043 |
| Invested in Capital Assets Net of Related Debt | 153,232,421 | 143,400,567 |
| Unrestricted | 26,751,335 | 26,112,490 |
| Total net position | 201,088,470 | 192,090,417 |
| | - | |
| Total liabilities, deferred inflows and net position: | 299,696,243 | 296,363,344 |
| | - | |
| | 0 | - |

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



| AR Aging | May-19 | Jun-19 | Jul-19 | Aug-19 | Sep-19 | Oct-19 | Nov-19 | Dec-19 | Jan-20 | Feb-20 | Mar-20 | Apr-20 |
|-------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| 0-30 days | \$1,278,213.00 | \$1,599,729.91 | \$1,386,485.84 | \$1,551,549.22 | \$1,322,141.93 | \$1,211,614.04 | \$1,238,572.50 | \$1,093,337.19 | \$1,026,241.32 | \$1,189,752.20 | \$1,229,258.09 | \$1,018,686.24 |
| 31-60 days | \$118,247.86 | \$157,456.80 | \$170,997.42 | \$69.02 | \$154,707.79 | \$151,924.87 | \$152,570.76 | \$137,197.13 | \$115,140.84 | \$128,662.63 | \$121,758.30 | \$257,987.42 |
| 61-90 days | \$24,471.80 | \$43,189.96 | \$31,981.80 | \$0.00 | \$39,193.31 | \$33,854.98 | \$31,100.40 | \$46,080.54 | \$39,702.40 | \$31,954.93 | \$35,486.34 | \$50,532.72 |
| 91-120 days | \$15,244.24 | \$13,314.05 | \$8,366.01 | \$0.00 | \$11,189.86 | \$14,639.21 | \$14,451.96 | \$17,301.17 | \$17,200.37 | \$18,953.24 | \$13,058.29 | \$20,047.89 |
| 121 days and over | \$53,380.44 | \$70,519.25 | \$76,597.01 | \$15,946.29 | \$38,505.09 | \$37,349.21 | \$42,761.86 | \$30,389.69 | \$24,330.48 | \$12,326.29 | \$22,886.96 | \$38,823.06 |
| Total AR | \$1,489,557.34 | \$1,884,209.97 | \$1,674,428.08 | \$1,567,564.53 | \$1,565,737.98 | \$1,449,382.31 | \$1,479,457.48 | \$1,324,305.72 | \$1,222,615.41 | \$1,381,649.29 | \$1,422,447.98 | \$1,386,077.33 |

*Total AR is net of Customer deposits and overpayments.

| Customer Deposits & Overpayments | May-19 | Jun-19 | Jul-19 | Aug-19 | Sep-19 | Oct-19 | Nov-19 | Dec-19 | Jan-20 | Feb-20 | Mar-20 | Apr-20 |
|----------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| | (\$148,943.37) | (\$186,130.23) | (\$182,927.40) | (\$207,673.50) | (\$204,973.25) | (\$205,885.03) | (\$196,263.56) | (\$209,366.49) | (\$216,003.50) | (\$231,033.54) | (\$219,423.13) | (\$207,346.51) |

DEPARTMENT OF WATER
SUMMARY OF MCUTS
As of April, 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 in March. There's one dedicated staff assigned to do Mcuts and is out on extended leave.

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

***no MCUT MID March, Aprildue to COVID-19 pandemic; provided leeway to customers.

DEPARTMENT OF WATER

County of Kaua'i

"Water has no Substitute – Conserve it!"

INFORMATION & EDUCATION SPECIALIST REPORT

May 28, 2020

The following report includes information for March and April.

Public Notices and Announcements

All news releases were also published on the Department's Facebook social media page.

- **Kapa'a – Emergency one-lane road closure on Kuhio Highway due to main line break**
 - A news release was issued on April 8, 2020 to announce a partial one-lane road closure beginning at 9:30 a.m. to 5:30 p.m., on Kuhio Highway; between Fernandes Road and Papaloa Road in Kapa'a in order to conduct repairs to a recent main line break. Water service was not affected during the main line repairs.
 - The announcement was also sent out to local radio stations and announced via live public service announcements by our radio partners.
 - An updated news release was issued on April 8, 2020 to extend the partial one-lane road closure on Kuhio Highway in Kapa'a in order to complete the remaining road work necessary in order to reopen the lane to safe driving conditions.
 - A final update news release was issued on April 8, 2020 to announce that the partial one-lane road was reopened to the public and that all repairs have been completed.
- **All Customers – DOW continues late payment fee waiver until further notice**
 - A news release was issued on April 14, 2020 to notify customers that the Department of Water (DOW) intends to continue to waive its late payment fee; upon request, for customers in need. The late payment fee waiver applies to billing statements dated from March 1st, 2020 until further notice. Customers were also reminded about existing customer support options such as; payment plan options and 24-hour access to online account management tools via the Customer Account Portal. DOW's main office remains closed to in-person services however, additional convenient payment methods includes; check or money order payments by mail or at the payment drop box located at our office in Lihue. Online payments with debit or credit cards are also accepted via the Customer Account Portal at www.kauaiwater.org.
 - The Garden Island newspaper published the news release on April 16, 2020 (*Attached*).
- **Wainiha – Scheduled water service shutdown**
 - A news release was issued on April 14, 2020 to announce a water service shutdown scheduled for customers on Powerhouse Road in Wainiha on Thursday, April 16, 2020 from 9:30 a.m. to 3:30 p.m., weather permitting. The 6-hour water service shutdown is necessary in order to conduct required improvements and install a replacement water line in the area.
 - A notice to the affected service area was issued via BlackBoard Connect mass notification service.
 - A reminder notice to the affected service area was also issued on April 15, 2020 via BlackBoard Connect.
- **All Customers– Flushing plumbing fixtures for schools, hotels and large commercial properties.**
 - A news release was issued on April 17, 2020 to recommend that all schools, hotel properties and large commercial facilities 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 during extended periods of non-use. Customers are also advised to check the backflow preventer on their property to confirm that it is functioning properly.

- An email was sent to the Kauai Superintendent, Bill Arakaki; followed by an email from the Superintendent's office to all schools, notifying them of the flushing protocol recommendation.
- Notices were also mailed-out to customers identified as hotel, school or larger property management or commercial business in our billing system.
- The Garden Island newspaper published the news release on April 18, 2020 (*Attached*).
- **All Customers – DOW advises customers to use www.kauaiwater.org for online payments**
 - A news release was issued on April 18, 2020 advising customers to log-on to the Customer Account Portal (CAP) at www.kauaiwater.org when making online payments, in order to ensure accuracy and timely receipt of payments towards their DOW account. Additionally, customers should also be aware that DOW is not affiliated with doxo.com and will not be responsible for online payments made on alternative payment sites. The CAP is DOW's exclusive online payment service and account management tool that is accessible by visiting its website at www.kauaiwater.org. Current customers may sign-up for the CAP using their DOW account number and an email address to gain access to their DOW personal or business accounts. Online bill payment options include payment by debit or credit card, ACH payments and customers may also choose to set up recurring payment options for convenient, hassle-free payments.
- **Waimea – Emergency water service shutdown and intermittent road closure**
 - A news release was issued on April 29, 2020 to announce an intermittent road closure on the north-end of Menehune Road; pass the Waimea Swinging Bridge, in Waimea at approximately 10 a.m. to 2 p.m. today. DOW crews are responding to investigate a reported leak in the area and if necessary, will conduct emergency repairs. Additionally, customers located on the north-end of Menehune Road, including Ki'i Road, Menehune Place, Gay Road and Kalo Road should also prepare for a possible water service shutdown from 10 a.m. to 2 p.m. Additionally, customers located on the north-end of Menehune Road, including Ki'i Road, Menehune Place, Gay Road and Kalo Road should prepare for a possible water service shutdown.
 - A notice to the affected service area was issued via BlackBoard Connect mass notification service.
 - An updated news release was issued on April 29, 2020 to announce the scheduled emergency water service shutdown for customers located on Kalo Road, Gay Road and a portion of Menehune Road; from Gay Road to the north-end of Menehune Road in Waimea from approximately 5 p.m. to 9 p.m., weather permitting. The 4-hour water service shutdown was necessary in order to conduct emergency repairs to a

recently damaged main line on Menehune Road. Additionally, DOW crews continued to work to access the damaged main line and the intermittent road closure and traffic control remained in place on Menehune Road; just north of the Waimea Swinging Bridge, until the work was completed. Motorists are advised to adhere to all traffic control, expect delays and to avoid the area if possible. A hydrant faucet providing water access to customers, was installed at the intersection of Pule Road and Menehune Road.

- A notice to the affected service area was issued via BlackBoard Connect mass notification service.
- A final news release was issued on April 29, 2020 to announce that water services were restored to customers in Waimea at approximately 8 p.m. The news release also announced that the intermittent road closure would remain in place until road work was completed.
- **Ele'ele – Scheduled water service shutdown**
 - A news release was issued on March 9, 2020 to announce a water service shutdown scheduled for approximately 22 customers located on portions of Ele'ele Road, Poni Road and Uliuli Road on Wednesday, March 11, from 9:00 a.m. to 2:00 p.m., weather permitting. The water service shutdown is necessary in order to allow DOW crews to install a new fire hydrant.
 - A customer notice was also issued via phone call, email and text message to the affected service area via BlackBoard Connect mass notification service.
- **Kauai Board of Water Supply (KBWS) honors DOW during Drinking Water Week**
 - A news release was issued on May 4, 2020 to acknowledging all employees at the Department of Water (DOW) during National Drinking Water Week (DWW), which is celebrated nationally May 3 to 9, 2020. DOW employs 90 service professionals that manage critical water utility functions within eight divisions including; Water Resources and Planning, Engineering, Construction Management, Fiscal, Administration, Water Quality, Information Technology and Operations. Together, they operate and maintain nine water systems, over 400 miles of underground pipeline and provide the necessary customer service functions to ensure safe, affordable, sufficient water service for approximately 22,000 customers and growing. Employees work around the clock, whenever necessary to ensure drinking water remains safe and that water service is there when customers need it. Drinking Water Week was introduced and is celebrated nationally by the American Water Works Association (AWWA) for more than 40 years as an opportunity to honor both water professionals and the communities they serve.
 - The news release was published in the Garden Island Newspaper on May 6, 2020 (*Attached*).
- **All Residents – Water emergency preparedness guidelines**
 - A news release was issued on May 13, 2020 to remind residents of water emergency preparedness guidelines for the storing of drinking water, essential water uses and other water emergency tips. Residents were advised to be prepared by having the recommended amount of water stored to meet their needs until water service can be restored. The Hawaii Emergency Management Agency (HI-EMA) recommends storing one gallon of water, per person, per day for at least fourteen days for drinking and sanitation purposes, as part of an emergency preparedness kit. The news release also included water emergency preparedness tips; such as how to store water, what

to do during the storm and what to do after the storm to ensure customers were aware of possible service outages during a natural disaster.

- In addition, PR designed and posted a water emergency preparedness social media campaign and began posting weekly reminders May – June in preparation of hurricane season which is observed annually June-November.
- **Hanapepe – 2-hour water service shutdown scheduled May 18-20**
 - A news release was issued on May 14, 2020 to announce a series of 2-hour water service shutdowns scheduled for Iona Road, Luka Place, Lea Lane, Pepe Road, Hana Road, Kona Road, Koula Road, Puna Road and on a portion of Hanapepe Road; from Iona Road to Kaumualii Highway in Hanapepe. Water service will be turned off for 2-hours on Monday, Tuesday and Wednesday on May 18, 19 and 20th from 8 a.m. to 10 a.m. on each day. DOW crews will be conducting valve tests on the system in preparation for water system improvements in Hanapepe.
 - A courtesy notice was also issued to the affected service area via BlackBoard Connect mass notification service.
 - A reminder courtesy notice was issued to the affected area via BlackBoard Connect notification notice on Sunday, May 17, 2020.
- **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 Ho`one Road, Pane Road, Nalo Road and a portion of Pe`e Road; from Ho`one Road to Ho`ohu 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.

Public Relations Program

Community Outreach & Education

- Public Relations (PR) section provided and assisted in the distribution of 192 personal hand sanitizers to Department staff through Division Head personnel. The DOW logo branded hand sanitizers were repurposed PR supplies originally intended for community outreach events. Hand sanitizers were offered to all staff as a prevention and protection measure for field, office or home use.
- PR has postponed National Drinking Water Week activities until October. However, radio advertisements that were previously scheduled for Drinking Water Week were confirmed and aired on Kong Radio Group and FM97 to honor DOW employees and remind customers that water and water service is essential in our community. The employee-oriented activities will for Drinking Water Week is being rescheduled and will be combined with “Imagine a Day Without Water” awareness day tentatively scheduled on October 21st.
- PR has been progressive in the improvement and increased communications with customers directly; by providing courtesy calls, assisting all divisions by responding to customer inquiries and conducting additional notices regarding service disruptions, service inquiries, etc.

Advertising & Promotional Messaging

- PR designed and composed news releases, new social media content, revised customer billing statements and prepared graphics to support the Department’s announcements for

COVID-19 related customer services updates and increased promotional announcements for Billing services.

- PR continues to support all divisions with appropriate COVID-19 messaging and planning as needed; including news releases, customer notifications, updated service announcements, etc.
- PR has increased radio advertisements, public announcements and its social media content over the past 2 months to promote awareness of available customer services, billing announcements and reiterate the importance of water services.

Upcoming Community Outreach & Educational Events (Tentative)

- September 18, 2020 – DOW’s Make a Splash with Project WET Festival (tentative)
- October 21, 2020 – Imagine a Day Without Water

Project WET Hawaii

- Effective March 13th, 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.*
- Virtual activity presentations to support distance learning for educators are being offered by Project WET USA and continue to be shared with the Hawaii network.

JK/ein

Attachments: “DOW continues late payment fee waiver” The Garden Island
“DOW: Flush pipes in schools, hotels weekly” The Garden Island
“Drinking Water Week celebrated” The Garden Island

Mgrrp/May 2020/Information and Education Specialist Report (5-28-20):ein

Hawaii News

DOW continues late payment fee waiver

By [The Garden Island](#) | Thursday, April 16, 2020, 12:05 a.m.

Share this story   

LIHUE – The Department of Water (DOW) continues to monitor the effects of the COVID-19 situation and are mindful of its customer’s ability to make on-time payments during this time. Therefore, DOW intends to continue to waive its late payment fee; upon request, for customers in need. The late payment fee waiver applies to billing statements dated from March 1st, 2020 until further notice.

Customers with concerns about the status of their water service account may call DOW’s Billing Services at 245-5442 during normal business hours: 7:45 a.m. to 4:30 p.m.; Monday to Friday, except on holidays.

DOW’s existing customer support options also include: payment plan options and 24-hour access to online account management tools via the Customer Account Portal.

As a reminder, DOW’s main office remains closed to in-person services however, additional convenient payment methods includes; check or money order payments by mail or at the payment drop box located at our office in Lihue. Online payments with debit or credit cards are also accepted via the Customer Account Portal at www.kauaiwater.org.

More info: Department of Water at 245-5442 or 245-5400.

Hawaii News

DOW: Flush pipes in schools, hotels weekly

By [The Garden Island](#) | Saturday, April 18, 2020, 12:05 a.m.

Share this story   

LIHU'E — The county Department of Water is recommending that all schools, hotel properties and large commercial facilities 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 check microbial growth) are maintained within their facilities.

Additionally, 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 during extended periods of non-use.

Customers are also advised to check backflow preventers to confirm they are functioning properly.

During the temporary closures related to COVID-19, many of these types of properties have significantly reduced the water demand within their systems.

A decrease in water demand, which includes the discontinued use and maintenance of water fixtures on their property, can cause stagnation in addition to existing sediment in pipes that can be stirred up in the water upon returning to normal water use.



DOW has already begun conducting flushing protocols and closely monitoring chlorine residual levels on its water systems to ensure water quality continues to be safe and remain in compliance with state and federal regulations for drinking water.

To report a water service issue, call 245-5444.

To view the latest County of Kaua'i updates related to COVID-19, visit www.kauai.gov/COVID-19.

Info: 245-5400

-end-

Hawaii News

Drinking water week celebrated

By [The Garden Island](#) | Wednesday, May 6, 2020, 12:05 a.m.

Share this story   

LIHU'E — The Kaua'i Board of Water Supply acknowledges all county Department of Water employees during National Drinking Water Week, being celebrated nationally now through Saturday, May 9.

DOW employs 90 service professionals who manage critical water-utility functions within eight divisions: Water Resources and Planning, Engineering, Construction Management, Fiscal, Administration, Water Quality, Information Technology and

Operations.

Together, they operate and maintain nine water systems, over 400 miles of underground pipeline and provide the necessary customer-service functions to ensure safe, affordable, sufficient water service for approximately 22,000 customers.

Employees work around the clock, whenever necessary, to ensure drinking water remains safe, and that water service is there when customers need it.

"From the office staff to field crews, we are grateful for the daily commitment, sacrifice and tireless efforts of our water employees, and are proud to acknowledge them during this nationally recognized celebration," said Kurt Akamine, Board of Water Supply chairman.

"Drinking water plays a vital role in our lives, and water service would not be possible without water utilities and the employees who work to provide such quality services," he said.

Drinking Water Week was introduced and has been celebrated nationally by the American Water Works Association for more than 40 years as an opportunity to honor both water professionals and the communities they serve.

The DOW staff postponed its employee-oriented DWW activities this week due to COVID-19. However, DOW is partnering with the AWWA to honor DWW by participating in a social-media campaign on its Facebook page at www.facebook.com/KauaiDOW.

Facebook users are invited to participate online by posting an appreciation comment or by sharing a water-service acknowledgment on DOW's Facebook page in honor of DWW.

For more information, call 245-5461.

-end-

DEPARTMENT OF WATER

County of Kaua'i

"Water has no Substitute – Conserve It!"

Operations Division Report for the Month of April 2020

Personnel

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

Source and Storage

- Maintenance Workers continued cleaning of various remote facilities island-wide. Works included clearing of vegetation and drainage as well as repair and construction of structures and facilities.
- Water Plant Operators performed routine inspection and maintenance at all sites including valve maintenance, piping repair and replacement, chlorination equipment maintenance, and mixing of sodium hypochlorite.
- Due to COVID-19 pandemic and the subsequent hotels, resorts and restaurants closure in the Lihue to Kapaa area as well as cruise ships not docking at Nawiliwili Harbor, DOW's water intake from the Surface Water Treatment Plant was reduced from approximately 1700 GPM to 1300 GPM.
- Puhi Well 3 refurbishment Contract 679 with Derrick's Well Drilling is temporarily suspended.
- Kapilimao Well site Sodium Hypochlorite On-Site Generation IFB documents is being reviewed prior to posting.
- Anahola Well A pump replacement Contract 687 executed. Work commenced and continues through COVID-19 restrictions since this is an essential repair and maintenance project.
- 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. SCADA contractor on-island.
- Auto mechanics performed routine maintenance of all DOW vehicle and equipment including light, medium and heavy vehicles as well as construction equipment and generators.

Distribution

- Operations Division Field Section crews continue to perform routine leak repair of service laterals and mainlines. Field Section personnel responded to twenty-nine (29) leak repair work orders.
- Field Section personnel installed/replaced two (2) service laterals.
- 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 Hoohu and Pee Roads in Po'ipū.
- For the month of April, Operations Division received one (1) emergency call for hydrant hit by vehicle.

Fleet, Inventory, Warehouse and Baseyard Area

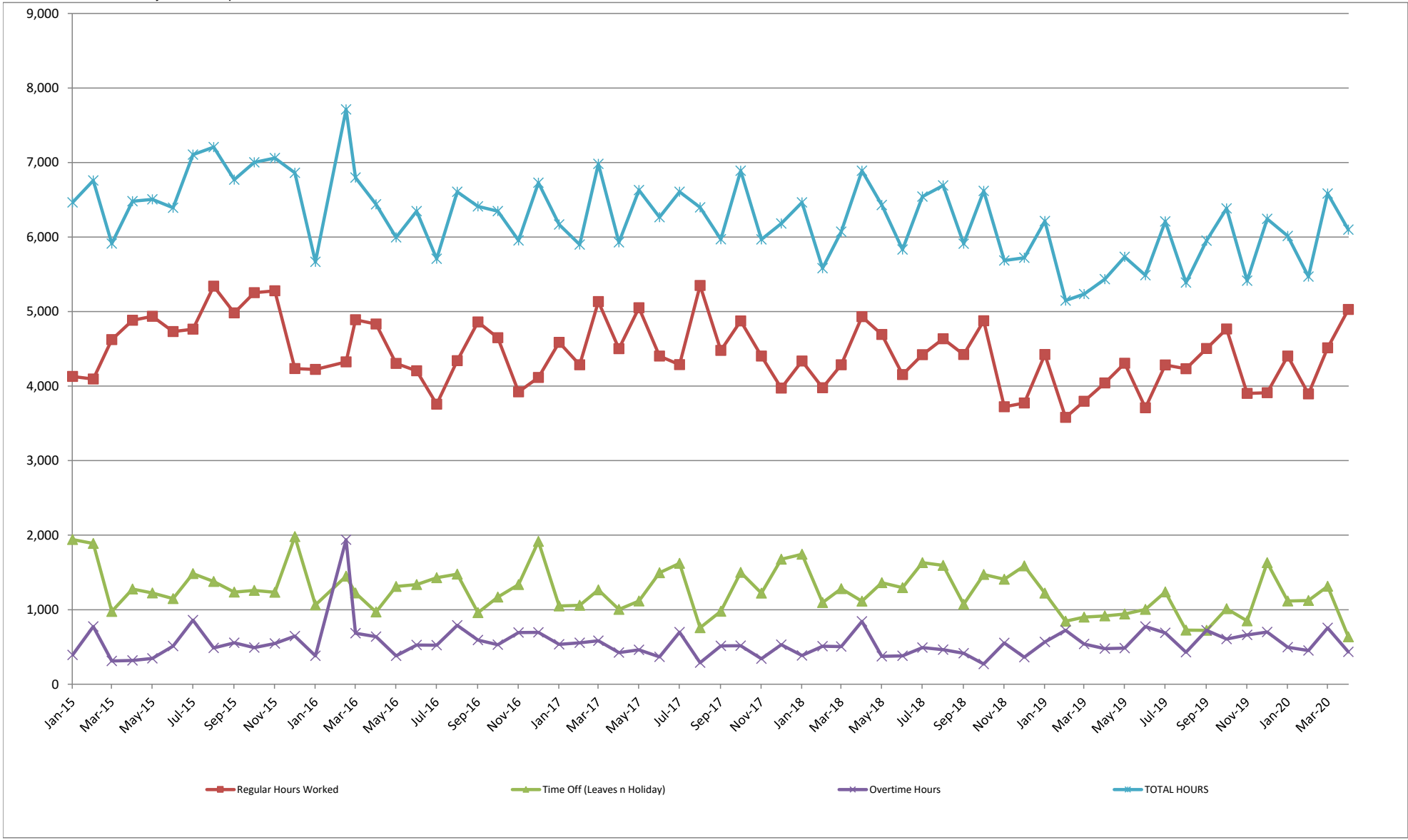
- For the month of April 2020, a total of two hundred four (204) work orders were issued for Operations Division. Works included: electrical repairs and maintenance; automotive repairs and maintenance including power generator maintenance; Hawai'i One Call requests for markings; water meter installation 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 April 2020, forty-five (45) Hawaii One Call requests for markings were received. Also, forty seven (47) meters were maintained, replaced, repaired, issued and installed.

VPR/ein

Attachments: Overtime Chart
Leak Report Chart
Production/Billing Chart

Mgrp/May 2020/Operations Division Report for the Months of April 2020 (05-28-20):ein

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

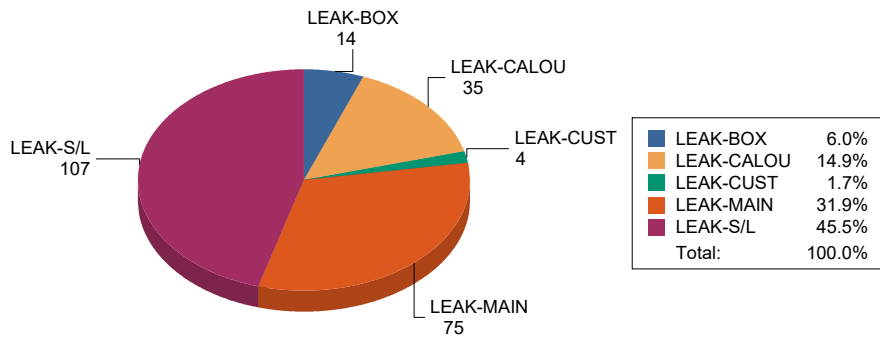


Work Orders by Job Reason Code for Selected Date Range

04/01/2019 to 04/30/2020

| # of W/O's | Job Reason Code | Description |
|------------|-----------------|-----------------------------|
| 14 | LEAK-BOX | Meter Box Leak Repair |
| 35 | LEAK-CALOU | LEAK CALL OUT |
| 4 | LEAK-CUST | Customer-Side Leak Repair |
| 75 | LEAK-MAIN | Mainline Leak Repair |
| 107 | LEAK-S/L | Service Lateral Leak Repair |

Work Orders by Job Reason Code

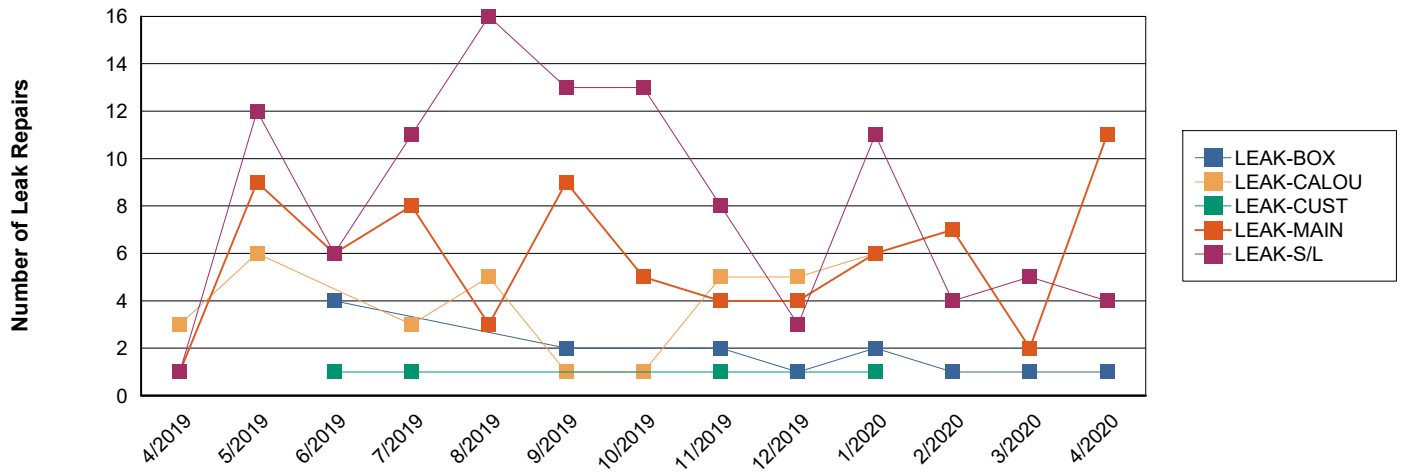


Work Orders by Job Reason Code for Selected Date Range

04/01/2019 to 04/30/2020

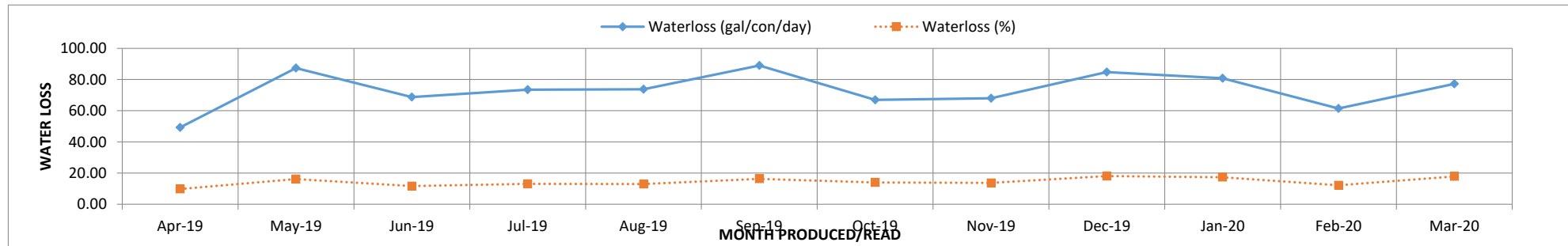
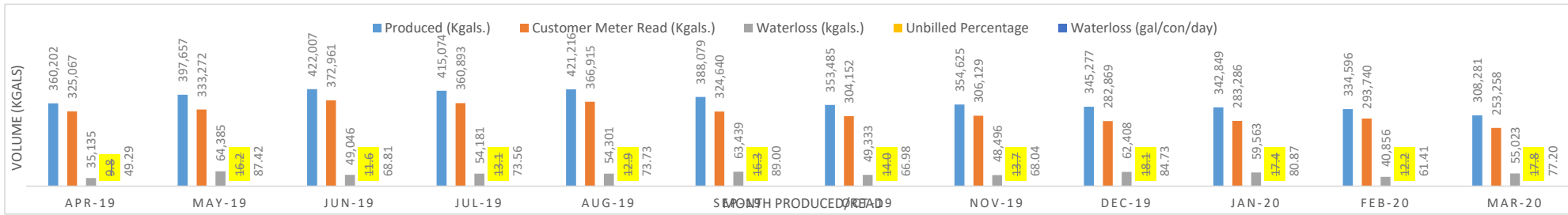
of W/O's Job Reason Code Description

Number of Leak Repairs per Month



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

| | Apr-19 | May-19 | Jun-19 | Jul-19 | Aug-19 | Sep-19 | Oct-19 | Nov-19 | Dec-19 | Jan-20 | Feb-20 | Mar-20 | Total Year |
|------------------------------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|------------|
| Produced (Kgals.) | 360,202 | 397,657 | 422,007 | 415,074 | 421,216 | 388,079 | 353,485 | 354,625 | 345,277 | 342,849 | 334,596 | 308,281 | 4,443,346 |
| Customer Meter Read (Kgals.) | 325,067 | 333,272 | 372,961 | 360,893 | 366,915 | 324,640 | 304,152 | 306,129 | 282,869 | 283,286 | 293,740 | 253,258 | 3,807,182 |
| Waterloss (kgals.) | 35,135 | 64,385 | 49,046 | 54,181 | 54,301 | 63,439 | 49,333 | 48,496 | 62,408 | 59,563 | 40,856 | 55,023 | 636,164 |
| Waterloss (%) | 9.8 | 16.2 | 11.6 | 13.1 | 12.9 | 16.3 | 14.0 | 13.7 | 18.1 | 17.4 | 12.2 | 17.8 | 14.3 |
| Waterloss (\$) | 44,867 | 82,219 | 62,632 | 69,189 | 69,343 | 81,011 | 62,998 | 61,929 | 79,695 | 76,061 | 52,173 | 70,264 | 812,381 |
| Waterloss (gal/con/day) | 49.29 | 87.42 | 68.81 | 73.56 | 73.73 | 89.00 | 66.98 | 68.04 | 84.73 | 80.87 | 61.41 | 77.20 | 73.36 |



DEPARTMENT OF WATER

County of Kaua'i

"Water has no Substitute – Conserve It!"

MANAGER'S UPDATE

May 28, 2020

Pursuant to Board Policy No. 3

CONTRACTS AWARDED/EXTENSION/AMENDMENTS:

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

FUNDING:

| | | | | |
|--------------------|--|----|------------|-----|
| Account No. | 10-22-10-540-010 | | | |
| Acct Description | WU/Plan/Admin/Professional Services | | | |
| Funds Available | Verified by WWC | | \$ | N/A |
| Contract No. | 535 | | | |
| Vendor | Fukunaga and Associates, Inc. | | | |
| | Contract Amount | \$ | 513,000.00 | |
| | 5% Contingency | \$ | 1,000.00 | |
| | First Amendment | \$ | 0.00 | |
| | Second Amendment | \$ | 0.00 | |
| | Third Amendment | \$ | 0.00 | |
| | Fourth Amendment | \$ | 0.00 | |
| | Fifth Amendment | \$ | 114,400.00 | |
| | Sixth Amendment | \$ | 0.00 | |
| | Total Funds Certified To Date | \$ | 628,400.00 | |
| Seventh Amendment: | | | | |
| | Contract Time Extension of 180 calendar days | \$ | 0.00 | |
| | Total Amendment | \$ | 0.00 | |
| | Contract Amount To Date | \$ | 627,400.00 | |
| Fund Balance | | | \$ | N/A |

BACKGROUND:

Contract NTP Date: July 25, 2011
 Original Contract End Date: January 10, 2014
 New Contract End Date: November 24, 2020

Notice to proceed for this project was issued on July 25, 2011 with a contract completion date of January 10, 2014. A request for a contract time extension was reviewed, granted and executed on September 10, 2014 to extend the contract completion date to July 2, 2016. An additional contract time extension was reviewed, granted and executed on September 7, 2016 to extend the contract completion date to December 19, 2018.

Due to circumstances beyond the contractor's control, the project has not been able to be completed by the December 19, 2018 contract completion date as several significant policy and water-related issues have caused delays and changes in the original scope of the project. Some of these changes include the coordination of the Kaua'i Water Use and Development Plan (KWUDP) with the Kaua'i General Plan Update, evaluation of the recently completed Līhu'e Community Plan and South Community Plan, coordination with the Commission on Water Resource Management (CWRM) on the update of the Aquifer Section and System sustainable yields (SY) and a request by CWRM regarding the evaluation of traditional and customary practices of the resource.

The project originally evaluated the 2000 Kaua'i General Plan, which has since been updated by the County of Kaua'i Planning Department and approved by the Kaua'i County Council in 2018. The DOW and its consultant coordinated with the Planning Department periodically during the update process to ensure that the impacts of the Kaua'i General Plan Update would be reviewed and addressed in the KWUDP. Additionally, the evaluation of the recently completed Līhu'e Community Plan and South Kaua'i Community Plan were conducted. The evaluation of these recently completed plans, Kaua'i General Plan update, Līhu'e Community Plan and South Kaua'i Community Plan, were not part of the original proposal.

In late 2015, CWRM provided preliminary information of the Aquifer Section and System SY. The information at the time indicated that the new SY for the Hanamā'ulu and Kōloa Aquifer System Areas may have significant impact on the comparison with water demands associated with the full build-out of the County General Plan and Community Development Plans. Discussion and feedback ensued between CWRM, the DOW and the Planning Department regarding the SY values. Subsequent discussion with CWRM indicated that the new SY would not be as low as the 2016 estimates and should not have a significant impact on the comparison with full build-out water demands. It was emphasized that, while CWRM is confident in the new SY values, the SY values may still change and are not final until the Water Resource Protection Plan (WRPP) Update is approved. A public review of the draft WRPP Update was released on November 2, 2018.

In 2016, CWRM also requested that counties incorporate the Ka Pa'akai analysis into the Water Use and Development (WUDP) update to the greatest extent possible and specifically mentioned the Aha Moku Advisory Committee (AMAC). The AMAC is administratively attached to the DLNR and which is utilized as a conduit for identifying valued resources, traditional and customary practices and appropriate mitigation. An AMAC representative has been added to the KWUDP stakeholder advisory group.

These unanticipated changes have caused work to proceed at a pace slower than originally anticipated and have required additional resources and coordination efforts with other agencies, stakeholder groups and the public to verify that information originally obtained at the onset of the project is still accurate and current. Additionally, a higher level of coordination and outreach is required to gather stakeholder and public advisory group information. Hence, a fifth location for public meetings will be added, on top of the four locations originally planned, for greater outreach.

MANAGER'S UPDATE

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

May 28, 2020

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In order to complete the project with the additional project requirements noted above and provide the necessary time for the approval process, Fukunaga and Associates, Inc. provided a fee proposal of \$114,400.00 and a contract time extension request of 180 days.

The proposal for the additional tasks were requested and received by the Department on December 13, 2018. In an effort to review the proposal and prepare a contract amendment for the additional scope and time required to complete the project, the Department issued a Stop Work Order on December 17, 2019 for sixty (60) calendar days ending on February 17, 2019. A Stop Work Order Supplemental Agreement was issued by the Procurement Office on February 7, 2019 to extend the suspension of the Contract an additional ninety (90) calendar days to end on May 8, 2019.

A third contract amendment was issued to allow the performance of the Contract to resume at the end of the suspension period, May 8, 2019, and continue pending the anticipated approval and execution of a fourth amendment by the Board at its May 24, 2019 meeting.

The Board at its May 24, 2019 Board meeting, decided to defer the Manager's updates to be heard at a subsequent Board meeting. The Manager's update included the report to manager requesting approval to execute a fourth contract amendment for additional tasks, cost and time.

A fourth contract amendment was issued to allow the performance of the Contract to continue from May 24, 2019, for one hundred eighty (180) calendar days or less to allow the Board time to review and approve a fifth amendment for additional tasks, time and cost to this Contract.

A fifth contract amendment was issued on June 28, 2019 to extend the Contract an additional one hundred eighty (180) calendar days to address the changes in scope and provide compensation for the additional tasks, for completion date of December 25, 2019.

A sixth contract amendment was issued on December 20, 2019 to extend the Contract an additional one hundred eighty (180) calendar days to accomplish the additional scope and tasks identified in the fifth contract amendment, with a completion date of June 17, 2020.

This seventh amendment is necessary to allow the Contractor additional contract time of one hundred eighty (180) calendar days, ending November 24, 2020 to accomplish the work.

2 CONTRACT NO. 638, CONDUCTING THE DEPARTMENT OF WATER'S FINANCIAL STATEMENTS FOR ITS 4TH FISCAL YEAR ENDING JUNE 30, 2020 WITH ACCUITY, LLP IN THE AMOUNT OF \$91,600.00

FUNDING:

| | | | | |
|------------------|--|----|-----------|------------|
| Account No. | 10-31-10-540-020 | | | |
| Acct Description | WU/Acctg/Admin/Accounting and Auditing | | | |
| Funds Available | Verified by WWC | | \$ | 106,800.00 |
| Contract No. | 638 | | | |
| Vendor | Accuity, LLP | | | |
| | 1 st Year Audit (FY Ending 6/30/17) | \$ | 65,900.00 | |

MANAGER'S UPDATE

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

May 28, 2020

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| | | | | |
|-----------------------------|--|----|------------|----------------|
| | 2 nd Year Audit (FY Ending 6/30/18) | \$ | 86,800.00 | |
| | 3 rd Year Audit (FY Ending 6/30/19) | \$ | 88,900.00 | |
| | Total Funds Certified To Date | \$ | 241,600.00 | |
| 4 th Year Audit: | | | | |
| | For Fiscal Year Ending June 30, 2020 | \$ | 91,600.00 | |
| | Total Funds Requested | \$ | 91,600.00 | \$ (91,600.00) |
| | Contract Amount To Date | \$ | 333,200.00 | |
| | Fund Balance | | | \$ 15,200.00 |

BACKGROUND:

Contract NTP Date: June 26, 2017

Original Contract End Date: June 25, 2022

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

The Kaua'i Department of Water entered into Contract No. 638, a multi-year contract, with Accuity, LLP to conduct the financial audit of the Department's financial statements for fiscal years ending June 30, 2017, June 30, 2018, June 30, 2019, June 30, 2020 and June 30, 2021 based on the following proposed fees:

| <u>Fiscal Year</u> | <u>Recurring Audit</u> | <u>Single Audit</u> | <u>Total Proposed Fees</u> |
|--------------------|------------------------|---------------------|----------------------------|
| 2017 | \$65,900 | \$18,700 | \$84,600 |
| 2018 | \$67,900 | \$18,900 | \$86,800 |
| 2019 | \$69,900 | \$19,000 | \$88,900 |
| 2020 | \$72,000 | \$19,600 | \$91,600 |
| 2021 | \$74,100 | \$19,700 | \$93,800 |

These fees include normal out-of-pocket expenses and are inclusive of Hawai'i general excise taxes. The above fee represents the all-inclusive amount that will be charged for the financial and single audits for each year.

We have reviewed the breakdown of the estimated hours, rate of pay and out-of-pocket costs shown by Accuity, LLP. We find the fees to be reasonable and are commensurate with the level of experience and effort required to complete the 4th year audit engagement.

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

FUNDING:

| | | | |
|------------------|--|--|--|
| Account No. | 10-20-00-604-001 | | |
| Acct Description | WU/Eng/Admin Capital Outlay – Rehabilitation and Replacement / Capital Purchases | | |

MANAGER'S UPDATE

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

May 28, 2020

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| | | | | |
|------------------|---|----|------------|-----|
| Funds Available | Verified by WWC | | \$ | N/A |
| Contract No. | 639 | | | |
| Vendor | KAI Hawai'i, Inc. | | | |
| | Contract Amount | \$ | 93,625.52 | |
| | First Amendment | \$ | 68,795.00 | |
| | Second Amendment | \$ | 11,636.00 | |
| | Total Funds Certified To Date | \$ | 174,056.52 | |
| Third Amendment: | | | | |
| | PCB Sampling in Exterior Paint | \$ | 4,779.00 | |
| | Total Amendment | \$ | 4,779.00 | |
| | Remove Task 3B "Additional effort needed to obtain NPDES Individual Permit" | \$ | <4,781.12> | |
| | Contract Amount To Date | \$ | 174,054.40 | |

BACKGROUND:

Contract NTP Date: July 10, 2017
Original Contract End Date: March 16, 2018
First Amendment End Date: May 4, 2019
Second Amendment End Date: November 6, 2019
New Contract End Date: June 3, 2020

The DOW started Job No. 17-10, WP2020 Project No. KW-07 Rehabilitate Paua Valley Tank #1, 0.5MG Concrete to address the aging tank located in Kekaha and to perform repairs, including fixing a leak located at the base of the tank. As part of the project, DOW performed hazardous material surveys to ensure proper disposal of any material intended to be removed. Results of the hazardous material survey identified the presence of polychlorinated biphenyls (PCBs) within the interior liner of the tank, which required the shutdown of the tank and the involvement of the Department of Health Hazard Evaluation and Emergency Response Office (HEER) and the Environmental Protection Agency (EPA) to provide direction of proper removal and disposal of the PCBs.

After discussions with HEER and EPA, specifications needed to be provided for proper removal and disposal of the interior liner of the tank. Additionally, the soils in the drainage ditch needed to be tested for the presences of PCBs, as this is where the tank discharges overflow or washout water. This additional scope necessitated the First Amendment to the contract.

Testing from the drainage ditch resulted in the presence of PCBs within the soils. Requirements from EPA require that a PCB soil removal plan must be developed and approved by the EPA and HEER for proper mitigation of the soil in the ditch. Therefore, the Second Amendment to the contract was necessary to complete the PCB soil removal plan to satisfy requirements from HEER and EPA.

During the initial stages of construction, the Contractor submitted an RFI requesting that the exterior paint be tested for PCB contamination on the basis that two other DOW tanks have recently tested positive for PCBs in the exterior paint. PCB sampling in the exterior paint is not typically required by the Department of Health or EPA, but the DOW voluntarily chose to sample the exterior coatings of the Paanau Tank No.

1 and Kaua'i Inn Tanks as part of Job No. 18-02, the Island-Wide Tank Rehabilitation of Tanks Project. The positive results from those two tanks led the Contractor to request that the Paua Valley Tank project be tested on the basis that they were built during the same timeframe and may have used similar materials.

DOW staff met with EPA Region IX to request a determination as to whether PCB testing of the exterior paint was required. The EPA representative stated that PCB testing is not a standalone requirement; however, it was clarified that based on case law in California, the EPA can now "reasonably require" the DOW to test the exterior paint for PCBs at the Paua Valley tank because two other tanks in the DOW system tested positive. Therefore, the DOW is now proceeding with testing the tank's exterior paint for PCBs. Should the results indicate that PCBs are present, additional mitigation will be needed for the removal and disposal of the paint and the Contractor will submit a change order for the project.

In this Third Amendment the scope of the contract includes the removal of "Additional efforts needed to obtain NPDES Individual Permit" for a contract deduction of \$4,781.12 and the addition of "PCB sampling in the exterior paint" with additional funding in the amount of \$4,779.00. The net difference is a deduction of \$2.12 and therefore, no additional funds are needed. We have reviewed the proposal from KAI Hawai'i, Inc. for additional services for the work and find it acceptable.

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

FUNDING:

| | | | | |
|------------------|--|----|-----------|----------------|
| Account No. | 10-40-00-605-999 | | | |
| Acct Description | WU/Ops/Capital Outlay-Expansion/Misc.Capital Purchases | | | |
| Funds Available | Verified by WWC | | \$ | 122,449.46 |
| Contract No. | 697 | | | |
| Vendor | Allied Machinery Corp. | | | |
| | Contract Amount | \$ | 68,497.35 | |
| | 5% Contingency | \$ | N/A | |
| | Total Funds Certified | \$ | 68,497.35 | \$ <68,497.35> |
| Fund Balance | | | \$ | 53,952.11 |

BACKGROUND:

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

We have found that the existing Field Section Equipment Operator II equipment is ideal for the type of work required and are therefore requesting the equipment be a Takeuchi TB250 equivalent excavator.

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

FUNDING:

| | | | | |
|------------------|--|----|----|-----------|
| Account No. | 10-01-10-540-010 | | | |
| Acct Description | WU/Admin/Admin/Professional Services - General | | | |
| Funds Available | Verified by WWC | | \$ | 20,000.00 |
| Contract No. | 698 | | | |
| Vendor | Bishop & Company, Inc. | | | |
| | Contract Amount | \$ | | 20,000.00 |
| | 5% Contingency | \$ | | N/A |
| | Total Funds Certified | \$ | | 20,000.00 |

BACKGROUND:

The Board is actively recruiting for the Manager and Chief Engineer position and has posted advertisements for the Manager and Chief Engineer position for the past few months in various media nationally and locally, but has been unable to develop a qualified pool of applicants. To increase the likelihood of finding a successful applicant for appointment, the Board has solicited for professional executive search services. Bishop & Company, Inc. is able and qualified to provide such service as required in this and offered the lowest quote.

6 SIXTH AMENDMENT TO CONTRACT NO. 666, JOB NO. IT-2018-4, REVIEW AND UPDATE I.T. STRATEGIC PLANNING, IMPLEMENTATION AND SUPPORT WITH BRIO CONSULTING, LLC IN THE AMOUNT OF \$357,043.00

FUNDING:

| | | | | |
|--------------|--|--|----|------------|
| Account No.: | 10-31-10-540-010, WU/Acctg/Admin/Professional Services – General (Consulting Services) | | \$ | 150,000.00 |
| Account No.: | 10-31-10-540-020, WU/Acctg/Admin/Accounting and Auditing | | \$ | 15,200.00 |
| Account No.: | 10-02-00-604-999, WU/IT/Capital Outlay – Rehabilitation and Replacement/Misc. Capital Purchases (SharePoint Upgrades) | | \$ | 154,805.00 |
| Account No.: | 10-02-10-540-010, WU/ITAdmin/Professional | | \$ | 37,038.00 |

MANAGER'S UPDATE

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

May 28, 2020

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| | | | |
|------------------------------------|---|----|----------------------------|
| | Services (IT Strategic Plan- Financial System Upgrade) | | |
| Total Funds Available FY 2019-2020 | | | \$ 357,043.00 |
| Contract No. | 666 | | |
| Vendor | Brio Consulting, LLC | | |
| | Contract Amount | \$ | 79,979.00 |
| | Contingency | \$ | 201.00 |
| | First Amendment | \$ | 9,820.00 |
| | Second Amendment | \$ | 70,000.00 |
| | Third Amendment | \$ | 229,380.00 |
| | Fourth Amendment | \$ | 79,860.00 |
| | Fifth Amendment | \$ | 144,000.00 |
| | Total Funds Certified To Date | \$ | 613,240.00 |
| Sixth Amendment: | | | |
| | Contract Time Extension and Funds FY2019-2020 | \$ | 357,043.00 \$ <357,043.00> |
| | Total Amendment | \$ | 687,986.00 |
| | Contract Amount To Date | \$ | 1,301,025.00 |

BACKGROUND:

Contract NTP Date: September 1, 2018
Original Contract End Date: December 29, 2018 (Stop Work Orders were issued on this contract to provide DOW staff to review the Draft I.T. Strategic Plan
First Amendment End Date: July 24, 2019
Second Amendment End Date: November 15, 2019
Third Amendment End Date: January 25, 2020
Fourth Amendment End Date: March 15, 2020
Fifth Amendment End Date: June 30, 2020
New Contract End Date: December 31, 2020

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

The Fifth Amendment to Contract No. 666 ends on June 30, 2020 and the I.T. Specialist III and the Waterwork's I.T. Manager positions are still vacant and is pending action from the Department of Human Resources. The DOW previously anticipated that these positions would be filled in February. Without knowing when these positions will be filled, the Department finds it critical to continue I.T. infrastructure support against systematic failures of our Network, SCADA, LAN, hardware, software, and all other I.T. related systems that serve the Department and our customers.

The Contractor evaluated the current finance and accounting business processes and office automation technology used by the Board and recommends migration to Dynamics 365 with updated depreciation rates and migration to Office 365 in lieu of anticipated upgrades.

The Sixth Amendment totaling \$687,986.00 will be partially funded through available funds FY2019-2020; with the remaining balance to be funded from FY2020-2021. The amendment will also extend the contract to December 31, 2020 for the contractor to complete the Dynamics 365 migration, and extend Task 1 I.T. Support to September 30, 2020.

WAIVER, RELEASE & INDEMNITY APPLICATIONS:

None

STAFF REPORTS - FY 19-20:

PERSONNEL MATTERS

May 18, 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. Interviews being scheduled.

Fiscal Division

1. Accountant II #2498. Position filled 5/1/2020.
2. Assistant Waterworks Controller #2619. Requested for referred, pending NeoGov approvals.
3. Customer Service Representative I #2605. Planning for interviews.

Construction Management Division

1. Civil Engineer V #2355. Position vacant.

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. Working with DHR on filling position.

MANAGER'S UPDATE

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

May 28, 2020

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2. Lead Water Meter Mechanic #2616. Position filled 5/1/2020.
3. Pipefitter Helper #2471. Requested for eligible list. DHR currently reviewing applications.
4. Plant Electrician #2457. Pending eligible list.
5. Utility Worker #2438. Position vacant.
6. Water Service Investigator III #2617. Position vacant. Working with DHR on filling position.

HIRE/SEPARATION/POSITION CHANGE

1. Accountant II #2498 Billing Section. Started 5/1/2020.
2. Lead Water Meter Mechanic #2616. Started 5/1/2020.

Pursuant to Board Policy No. 24

CONVEYANCE OF WATER FACILITIES None

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

None

I.T. STRATEGIC PLAN UPDATE:

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

I.T. INITIATIVES UPDATE:

May 20, 2020

Waterworks IT Manager Position interviews with prospective candidates are being conducted. First round of interviews was held on May 7, 2020 and no candidates were recommended to fill the position. A second round of interview were held on May 26th and 27th.

IT Staff and consultant staff assisting the Board and Department with teleworking and public meetings.

IT Staff is working to complete the Windows 10 upgrades with an anticipated completion at the end of May 2020.

IT Staff working with Operations Division and consultant to perform SCADA system upgrades.

**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 April 30, 2020

As we continue to adjust to maintaining our services to customers both internally and externally, we are becoming increasingly adept at telecommuting and conducting virtual meetings.

The following is a list of tasks which Steven Kyono has worked on for the DOW during the month of April:

MANAGER'S UPDATE

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

May 28, 2020

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- Handled calls and texts from staff as well as other public agencies
- Conducted discussions with potential "interim" MCE(Manager & Chief Engineer). Hawaii State DCCA, PVL Board of Registration for Engineers, Surveyors and Architects decided not to meet in April as well as May to review licensure applications.
- Discussed and advised staff on personnel matters.
- Review and approved DH/Leads timesheets
- Discussions with Chair Akamine on various matters
- Discussions with Construction Division on various projects including possible Change Proposals
- Participated in and/or conducted DH/Leads weekly meeting
- Reviewed Mayor's daily COVID-19 updates

Steven Kyono was issued a Delegation of Authority by Chair Akamine which was effective April 30, 2020. That delegation has now been extended up to and including May 31, 2020. The details of the delegated powers and authority may be viewed on the approved form.

Mgrrp/Manager's Update (May 28, 2020):mja