

BOARD OF WATER SUPPLY

KURT AKAMINE CHAIR
JULIE SIMONTON, VICE CHAIR
TOM SHIGEMOTO, SECRETARY

MICAH FINNILA, MEMBER
LAWRENCE DILL, MEMBER
KA’AINA HULL, MEMBER
TROY TANIGAWA, MEMBER



SPECIAL BOARD MEETING NOTICE AND AGENDA

Wednesday, May 3, 2023

12:00 p.m. or shortly thereafter

Meetings of the Board of Water Supply, County of Kaua'i will be conducted in-person at the Department of Water Board Room, 2nd Floor located at 4398 Pua Loke Street, Lihue, Kauai, Hawaii, and remotely in accordance with Act 220, Session Laws of Hawai'i 2021 via interactive conference technology as follows:

Click on the link below to join on your computer or mobile app by VIDEO:

<https://us06web.zoom.us/j/86122638866>

Passcode: 914457

OR

Dial phone number and enter conference ID to call in and join by AUDIO:

Phone: 888 788 0099 US Toll-free

Phone Conference ID: 861 2263 8866

Please Note: If you do not provide a name, unique identifier, or alias when joining the meeting, you will be renamed to allow staff to address and manage individual guests. In the event of a lost connection the Board will recess for up to 30 minutes to restore the connection. If the connection cannot be restored within 30 minutes, the Board will continue the meeting on a future date that has been duly posted in accordance with HRS 92. If the visual link cannot be restored, the Board may reconvene with an audio-only link using the above dial-in phone number and conference ID. A lost connection only applies to remote connections provided as part of the remote meeting but does not apply to a public member being unable to access the meeting due to a connectivity issue on their end.

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

PUBLIC TESTIMONY

NEW BUSINESS

1. Discussion and Possible Action on Draft Budget for Fiscal Year 2023-2024

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).

ADJOURNMENT

WRITTEN TESTIMONY

The Board is required to afford all interested persons an opportunity to present testimony on any agenda item. The Board encourages written testimony at least two (2) business days prior to a scheduled Board meeting. At each Board meeting, the Board will accept oral and written testimony on any agenda item during the Public Testimony portion.

Please include:

1. Your name and if applicable, your position/title and organization you are representing
2. The agenda item that you are providing comments on; and
3. Whether you are a registered lobbyist and, if so, on whose behalf you are appearing.

Send written testimony to:

Board of Water Supply, County of Kaua'i
 C/O Administration
 4398 Pua Loke Street
 Līhu'e, Hawai'i 96766

E-Mail: board@kauaiwater.org
 Phone: (808) 245-5406
 Fax: (808) 245-5813

Public Testimony

You do not need to register to provide oral testimony on the day of the meeting. Please note that public testimony is taken after the approval of the meeting agenda to ensure public testimony is received before any action is taken on an agenda item. The length of time allocated to present oral testimony may be limited at the discretion of the chairperson.

<p><u>SPECIAL ASSISTANCE</u></p> <p>If you need an auxiliary aid/service or other accommodation due to a disability, or an interpreter for non-English speaking persons, please call (808) 245-5406 or email board@kauaiwater.org as soon as possible. Requests made as early as possible will allow adequate time to fulfil your request. Upon request, this notice is available in alternate formats such as large print, Braille, or electronic copy.</p>

DEPARTMENT OF WATER

County of Kaua'i

"Water has no Substitute – Conserve It!"

MANAGER'S REPORT No. 23-30

May 3, 2023

Re: Discussion and Possible Action on Department of Water's DRAFT Proposed Operating and Capital Budgets for FY 2023-2024

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 four Division Heads, each managing their respective divisions which include Administration, Engineering, Fiscal, and Operations.

This preliminary DRAFT submittal requires significant adjustments and additional fiscal information that continues to be made available. This DRAFT budget has not been reviewed by our new Waterworks Controller, or Assistant Controller who I desire input from. As you are aware, this has been an ongoing process over the past several weeks to bring new leadership to the Fiscal division.

RECOMMENDATION:

1. Receive the DRAFT Department of Water's Proposed Annual Operating Budget for Fiscal Year 2023-2024, and refer to the meeting of the Finance Committee of the Board of Water Supply initially scheduled for May 5, 2023 9:00 a.m. for detailed discussion.

JT/crz

Attachment: DRAFT Proposed Budget Binder for Fiscal Year 2023-2024

REVENUE

Account	Description	FY 2020-2021 Actual	FY 2021-2022 Actual	FY 2022-2023 Budget	FY 2022-2023 Estimated Revenues	FY 2023-2024 Proposed Budget
Water Utility Fund		\$ 29,275,479	\$ 29,904,359	\$ 35,142,436	\$ 31,205,000	\$ 31,929,000
10-00-00-400-000	WU/Water Sales	25,320,900	28,469,219	30,578,458	28,382,000	29,140,000
10-00-00-405-000	WU/Revenue from Public Fire Protection	2,201,634	2,215,302	2,201,634	2,215,000	2,215,000
10-00-00-410-000	WU/Other Water Revenue	163,083	125,030	150,000	169,000	150,000
10-00-00-440-000	WU/Capital Contributions - Cash Receipts	567,251	492,499	1,907,344	420,000	399,000
10-00-00-453-000	WU/Net Increase in Fair Value of Investments	411,333	(1,978,910)	-	-	-
10-00-00-461-000	WU/Investment Income	571,233	514,923	300,000	-	-
10-00-00-490-000	WU/Miscellaneous Revenues	40,046	66,296	5,000	19,000	25,000
Non-Revenue Cash Inflow			\$ -		\$ -	\$ -
10-00-00-499-600	WU/Loan Proceeds - SRF Loan		\$ -	\$ -	\$ -	\$ -
FRC Fund		\$ 1,531,676	\$ 1,041,309		\$ 1,980,000	\$ 1,351,000
20-00-00-424-000	FRC/Facility Reserve Charge	1,288,569	830,238	800,000	1,800,000	1,180,000
20-00-00-440-000	WU/Capital Contributions - Cash Receipts (BAB Subsidy)	243,107	211,071	227,843	180,000	171,000
BAB Fund		\$ 12,190	\$ (312,553)		\$ 50,000	\$ 50,000
30-00-00-453-000	BAB/Net Increase in Fair Value of Investments	(149,147)	(465,335)	-	(100,000)	(100,000)
30-00-00-461-000	BAB/Investment Income	161,337	152,781	-	150,000	150,000

**Proposed Salaries and Wages
FY 2023-2024**

<u>Account</u>	<u>Description</u>	<u>FY 2020 - 2021</u> <u>Actual</u>	<u>FY 2021-2022</u> <u>Budget</u>	<u>FY 2021-2022</u> <u>Actual as of</u> <u>4/30/22</u>	<u>FY 2022-2023</u> <u>Budget</u>	<u>FY 2023-2024</u> <u>Proposed Budget</u>
Water Utility Fund						
ADMIN						
		\$ 1,042,210.00	\$ 1,330,509.52	\$ 913,905.08	\$ 136,613.00	\$ 1,685,353.00
10-01-10-510-010	WU/Admin/Admin/Salaries and Wages	\$ 610,292.00	\$ 799,504.00	\$ 668,886.22	\$ -	\$ 1,225,634.00
10-01-10-510-015	WU/Admin/Admin/Salaries and Wages - Other		\$ 45,000.00			
10-01-10-510-020	WU/Admin/Admin/Temporary Assignment	\$ 3,605.00	\$ 2,000.00	\$ 1,837.00	\$ 2,000.00	
10-01-10-510-030	WU/Admin/Admin/Overtime	\$ 17,863.00	\$ 30,000.00	\$ 14,379.14	\$ 20,000.00	
10-01-10-510-040	WU/Admin/Admin/Standby Pay		\$ -		\$ -	
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	\$ 47,677.00	\$ 74,702.56	\$ 50,068.89	\$ 9,333.00	\$ 93,761.00
10-01-10-530-020	WU/Admin/Admin/Retirement Contributions	\$ 319,688.00	\$ 223,560.96	\$ 131,535.17	\$ 5,280.00	\$ 283,353.00
10-01-10-530-030	WU/Admin/Admin/Life and Health Insurance	\$ 43,085.00	\$ 55,742.00	\$ 47,198.66	\$ -	\$ 82,605.00
I.T.						
		\$ 119,806.00	\$ 368,626.50	\$ 194,208.22	\$ 40,153.25	\$ 224,655.54
10-02-10-510-010	WU/IT/Admin/Salaries and Wages	\$ 62,643.00	\$ 237,312.00	\$ 115,320.00	\$ -	\$ 162,360.00
10-02-10-510-020	WU/IT/Admin/Temporary Assignment	\$ 2,257.00	\$ 500.00	\$ 5,149.05	\$ 500.00	
10-02-10-510-030	WU/IT/Admin/Overtime	\$ 523.00	\$ 30,000.00	\$ 24,004.17	\$ 30,000.00	
10-02-10-510-040	WU/IT/Admin/Standby Pay		\$ -		\$ -	
10-02-10-530-010	WU/IT/Admin/FICA Taxes	\$ 6,228.00	\$ 20,487.62	\$ 11,032.81	\$ 2,333.25	\$ 12,420.54
10-02-10-530-020	WU/IT/Admin/Retirement Contributions	\$ 41,353.00	\$ 64,274.88	\$ 28,912.59	\$ 7,320.00	\$ 38,965.00
10-02-10-530-030	WU/IT/Admin/Life and Health Insurance	\$ 6,802.00	\$ 16,052.00	\$ 9,789.60	\$ -	\$ 10,910.00
ENGINEERING - WATER QUALITY						
		\$ 415,849.49	\$ 346,386.57	\$ 257,944.99	\$ 6,582.50	\$ 454,605.00
10-10-40-510-010	WU/QualPurif/Admin/Salaries and Wages	\$ 232,607.00	\$ 250,080.00	\$ 185,664.68	\$ -	\$ 336,420.00
10-10-40-510-020	WU/QualPurif/Admin/Temporary Assignment	\$ 19.49	\$ 1,500.00	\$ 1,801.14	\$ 1,500.00	
10-10-40-510-030	WU/QualPurif/Admin/Overtime	\$ 10,238.00	\$ 3,000.00	\$ 3,568.17	\$ 3,500.00	
10-10-40-510-040	WU/QualPurif/Admin/Standby Pay					
10-10-40-530-010	WU/QualPurif/Admin/FICA Taxes	\$ 20,324.00	\$ 19,475.37	\$ 14,897.51	\$ 382.50	\$ 25,736.00
10-10-40-530-020	WU/QualPurif/Admin/Retirement Contributions	\$ 141,284.00	\$ 61,099.20	\$ 45,844.31	\$ 1,200.00	\$ 80,739.00
10-10-40-530-030	WU/QualPurif/Admin/Life and Health Insurance	\$ 11,377.00	\$ 11,232.00	\$ 6,169.18	\$ -	\$ 11,710.00
ENGINEERING - ENVIRONMENTAL						
		\$ 379,077.00	\$ 459,362.18	\$ 227,327.28	\$ 15,139.75	\$ 306,049.00
10-20-10-510-010	WU/Eng/Admin/Salaries and Wages	\$ 195,541.00	\$ 316,296.00	\$ 150,447.00	\$ -	\$ 221,928.00
10-20-10-510-020	WU/Eng/Admin/Temporary Assignment	\$ 791.00	\$ 1,000.00	\$ -	\$ 1,000.00	
10-20-10-510-030	WU/Eng/Admin/Overtime	\$ 13,721.00	\$ 10,000.00	\$ 8,457.76	\$ 10,500.00	
10-20-10-510-040	WU/Eng/Admin/Standby Pay					
10-20-10-530-010	WU/Eng/Admin/FICA Taxes	\$ 18,812.00	\$ 25,038.14	\$ 13,117.00	\$ 879.75	\$ 16,977.00
10-20-10-530-020	WU/Eng/Admin/Retirement Contributions	\$ 131,513.00	\$ 78,551.04	\$ 38,094.93	\$ 2,760.00	\$ 53,262.00
10-20-10-530-030	WU/Eng/Admin/Life and Health Insurance	\$ 18,699.00	\$ 28,477.00	\$ 17,210.59	\$ -	\$ 13,882.00

Account	Description	FY 2020 - 2021	FY 2021-2022	FY 2021-2022	FY 2022-2023	FY 2023-2024
		Actual	Budget	Actual as of 4/30/22	Budget	Proposed Budget
CONSTRUCTION MANAGEMENT		\$ 612,909.00	\$ 817,611.50	\$ 259,303.11	\$ 22,380.50	\$ 881,398.00
10-21-10-510-010	WU/Const/Admin/Salaries and Wages	\$ 345,381.00	\$ 571,188.00	\$ 184,563.68	\$ -	\$ 626,765.00
10-21-10-510-020	WU/Cons/Admin/Temporary Assignment	\$ 1,177.00	\$ 2,000.00	\$ -	\$ 2,000.00	
10-21-10-510-030	WU/Cons/Admin/Overtime	\$ 1,159.00	\$ 15,000.00	\$ 667.75	\$ 15,000.00	
10-21-10-510-040	WU/Cons/Admin/Standby Pay					
10-21-10-530-010	WU/Cons/Admin/FICA Taxes	\$ 31,394.00	\$ 44,996.38	\$ 13,700.35	\$ 1,300.50	\$ 47,947.00
10-21-10-530-020	WU/Cons/Admin/Retirement Contributions	\$ 221,299.00	\$ 141,165.12	\$ 43,844.55	\$ 4,080.00	\$ 150,423.00
10-21-10-530-030	WU/Cons/Admin/Life and Health Insurance	\$ 12,499.00	\$ 43,262.00	\$ 16,526.78	\$ -	\$ 56,263.00
ENGINEERING -WRP		\$ 716,679.00	\$ 797,310.31	\$ 692,105.01	\$ 46,077.50	\$ 855,716.00
10-22-10-510-010	WU/Wrp/Admin/Salaries and Wages	\$ 279,905.00	\$ 536,952.00	\$ 423,757.50	\$ -	\$ 614,724.00
10-22-10-510-020	WU/Wrp/Admin/Temporary Assignment	\$ 9,665.00	\$ 5,000.00	\$ 6,952.90	\$ 5,000.00	
10-22-10-510-030	WU/Wrp/Admin/Overtime	\$ 107,807.00	\$ 15,000.00	\$ 63,806.80	\$ 30,000.00	
10-22-10-510-040	WU/Wrp/Admin/Standby Pay					
10-22-10-530-010	WU/Wrp/Admin/FICA Taxes	\$ 33,211.00	\$ 42,606.83	\$ 32,585.69	\$ 2,677.50	\$ 47,027.00
10-22-10-530-020	WU/Wrp/Admin/Retirement Contributions	\$ 241,878.00	\$ 133,668.48	\$ 118,353.38	\$ 8,400.00	\$ 147,534.00
10-22-10-530-030	WU/Wrp/Admin/Life and Health Insurance	\$ 44,213.00	\$ 64,083.00	\$ 46,648.74	\$ -	\$ 46,431.00
FISCAL-BILLING		\$ 340,523.95	\$ 836,990.92	\$ 340,523.95	\$ 85,572.50	\$ 893,308.00
10-30-20-510-010	WU/Bill/Colln/Salaries and Wages	\$ 443,803.00	\$ 532,668.00	\$ 434,045.76	\$ -	\$ 646,960.00
10-30-20-510-020	WU/Bill/Colln/Temporary Assignment	\$ 3,733.00	\$ 5,000.00	\$ 1,220.87	\$ 5,000.00	
10-30-20-510-030	WU/Bill/Colln/Overtime	\$ 8,805.00	\$ 60,000.00	\$ 6,319.29	\$ 60,000.00	
10-30-20-510-040	WU/Bill/Colln/Standby Pay		\$ -		\$ -	
10-30-20-530-010	WU/Bill/Colln/FICA Taxes	\$ 40,507.00	\$ 45,721.60	\$ 31,684.38	\$ 4,972.50	\$ 49,492.00
10-30-20-530-020	WU/Bill/Colln/Retirement Contributions	\$ 286,216.00	\$ 143,440.32	\$ 106,329.01	\$ 15,600.00	\$ 155,270.00
10-30-20-530-030	WU/Bill/Colln/Life and Health Insurance	\$ 46,380.00	\$ 50,161.00	\$ 32,518.79	\$ -	\$ 41,586.00
FISCAL - ACCOUNTING		\$ 886,053.00	\$ 953,395.55	\$ 671,955.02	\$ 98,737.50	\$ 1,173,845.00
10-31-10-510-010	WU/Acctg/Admin/Salaries and Wages	\$ 428,675.00	\$ 607,512.00	\$ 400,160.82	\$ -	\$ 833,424.00
10-31-10-510-020	WU/Acctg/Admin/Temporary Assignment	\$ 9,746.00	\$ 10,000.00	\$ 6,831.33	\$ 10,000.00	
10-31-10-510-030	WU/Acctg/Admin/Overtime	\$ 68,446.00	\$ 60,000.00	\$ 70,419.62	\$ 65,000.00	
10-31-10-510-040	WU/Acctg/Admin/Standby Pay		\$ -		\$ -	
10-31-10-530-010	WU/Acctg/Admin/FICA Taxes	\$ 41,208.00	\$ 51,829.67	\$ 34,910.05	\$ 5,737.50	\$ 63,757.00
10-31-10-530-020	WU/Acctg/Admin/Retirement Contributions	\$ 288,216.00	\$ 162,602.88	\$ 108,883.12	\$ 18,000.00	\$ 200,022.00
10-31-10-530-030	WU/Acctg/Admin/Life and Health Insurance	\$ 49,762.00	\$ 61,451.00	\$ 50,750.08	\$ -	\$ 76,642.00
OPS - PLANT - SOURCE		\$ 775,214.00	\$ 764,238.78	\$ 592,349.27	\$ 12,638.40	\$ 915,460.00
10-40-30-510-010	WU//Ops/Source/Salaries and Wages	\$ 414,549.00	\$ 534,696.00	\$ 423,160.91	\$ -	\$ 650,916.00
10-40-30-510-020	WU/Ops/Source/Temporary Assignment	\$ 2,165.00	\$ 3,000.00	\$ 1,575.00	\$ 3,000.00	
10-40-30-510-030	WU/Ops/Source/Overtime	\$ 17,401.00	\$ 6,000.00	\$ 10,304.69	\$ 6,600.00	
10-40-30-510-040	WU/Ops/Source/Standby Pay	\$ -		\$ 4,795.56		
10-40-30-530-010	WU/Ops/Source/FICA Taxes	\$ 35,983.00	\$ 41,592.74	\$ 27,284.85	\$ 734.40	\$ 49,795.00
10-40-30-530-020	WU/Ops/Source/Retirement Contributions	\$ 259,305.00	\$ 130,487.04	\$ 86,828.90	\$ 2,304.00	\$ 156,219.00
10-40-30-530-030	WU/Ops/Source/Life and Health Insurance	\$ 45,811.00	\$ 48,463.00	\$ 38,399.36	\$ -	\$ 58,530.00

<u>Account</u>	<u>Description</u>	<u>FY 2020 - 2021</u> <u>Actual</u>	<u>FY 2021-2022</u> <u>Budget</u>	<u>FY 2021-2022</u> <u>Actual as of</u> <u>4/30/22</u>	<u>FY 2022-2023</u> <u>Budget</u>	<u>FY 2023-2024</u> <u>Proposed Budget</u>
OPS - PLANT - PURIFICATION						
		\$ 337,358.00	\$ 442,455.51	\$ 215,694.70	\$ 58,584.25	\$ 473,716.00
10-40-40-510-010	WU/Ops/Purification/Salaries and Wages	\$ 162,836.00	\$ 284,034.00	\$ 133,208.58	\$ -	\$ 356,316.00
10-40-40-510-020	WU/Ops/Purification/Temporary Assignment	\$ 291.00	\$ 1,500.00	\$ 562.15	\$ 1,500.00	
10-40-40-510-030	WU/Ops/Purification/Overtime	\$ 26,684.00	\$ 30,000.00	\$ 27,063.34	\$ 33,000.00	
10-40-40-510-040	WU/Ops/Purification/Standby Pay	\$ 10,375.00	\$ 10,000.00	\$ 5,649.22	\$ 10,000.00	
10-40-40-530-010	WU/Ops/Purification/FICA Taxes	\$ 17,284.00	\$ 24,903.35	\$ 15,419.18	\$ 3,404.25	\$ 27,258.00
10-40-40-530-020	WU/Ops/Purification/Retirement Contributions	\$ 112,083.00	\$ 78,128.16	\$ 30,642.36	\$ 10,680.00	\$ 85,515.00
10-40-40-530-030	WU/Ops/Purification/Life and Health Insurance	\$ 7,805.00	\$ 13,890.00	\$ 3,149.87	\$ -	\$ 4,627.00
OPS - PLANT - POWER & PUMPING						
		\$ 338,568.00	\$ 301,152.48	\$ 236,234.90	\$ 16,851.20	\$ 301,646.00
10-40-50-510-010	WU/Ops/PnP/Salaries and Wages	\$ 164,710.00	\$ 201,793.00	\$ 168,244.91	\$ -	\$ 219,768.00
10-40-50-510-020	WU/Ops/PnP/Temporary Assignment	\$ 5,783.00	\$ 4,000.00	\$ 476.17	\$ 4,000.00	
10-40-50-510-030	WU/Ops/PnP/Overtime	\$ 16,520.00	\$ 8,000.00	\$ 8,805.88	\$ 8,800.00	
10-40-50-510-040	WU/Ops/PnP/Standby Pay					
10-40-50-530-010	WU/Ops/PnP/FICA Taxes	\$ 16,106.00	\$ 16,355.16	\$ 10,456.56	\$ 979.20	\$ 16,812.00
10-40-50-530-020	WU/Ops/PnP/Retirement Contributions	\$ 115,572.00	\$ 51,310.32	\$ 34,477.14	\$ 3,072.00	\$ 52,744.00
10-40-50-530-030	WU/Ops/PnP/Life and Health Insurance	\$ 19,877.00	\$ 19,694.00	\$ 13,774.24	\$ -	\$ 12,322.00
OPS - FIELD - TandD						
		\$ 3,845,794.00	\$ 3,927,575.80	\$ 2,737,705.00	\$ 580,576.50	\$ 4,073,604.00
10-40-60-510-010	WU/Ops/TnD/Salaries and Wages	\$ 1,700,663.00	\$ 2,361,715.00	\$ 1,742,213.95	\$ -	\$ 2,891,904.00
10-40-60-510-020	WU/Ops/TnD/Temporary Assignment	\$ 30,132.00	\$ 25,000.00	\$ 21,365.25	\$ 25,000.00	
10-40-60-510-030	WU/Ops/TnD/Overtime	\$ 314,542.00	\$ 210,000.00	\$ 180,346.85	\$ 231,000.00	
10-40-60-510-040	WU/Ops/TnD/Standby Pay	\$ 195,420.00	\$ 185,000.00	\$ 137,460.65	\$ 185,000.00	
10-40-60-530-010	WU/Ops/TnD/FICA Taxes	\$ 188,828.00	\$ 212,801.20	\$ 130,292.36	\$ 33,736.50	\$ 221,231.00
10-40-60-530-020	WU/Ops/TnD/Retirement Contributions	\$ 1,183,552.00	\$ 667,611.60	\$ 373,024.59	\$ 105,840.00	\$ 694,058.00
10-40-60-530-030	WU/Ops/TnD/Life and Health Insurance	\$ 232,657.00	\$ 265,448.00	\$ 153,001.35	\$ -	\$ 266,411.00
GRAND TOTALS						
		10,298,961.49	11,345,615.63	7,610,850.68	1,119,906.85	12,239,355.54
10-01-10-510-010	WU/Admin/Admin/Salaries and Wages	\$ 5,041,605.00	\$ 7,278,750.00	\$ 5,029,674.01	\$ -	\$ 8,787,119.00
10-01-10-510-020	WU/Admin/Admin/Temporary Assignment	\$ 69,364.49	\$ 60,500.00	\$ 47,770.86	\$ 60,500.00	
10-01-10-510-030	WU/Admin/Admin/Overtime	\$ 603,709.00	\$ 477,000.00	\$ 418,143.46	\$ 513,400.00	
10-01-10-510-040	WU/Admin/Admin/Standby Pay	\$ 205,795.00	\$ 195,000.00	\$ 147,905.43	\$ 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	\$ 497,562.00	\$ 620,510.63	\$ 385,449.63	\$ 66,470.85	\$ 672,213.54
10-01-10-530-020	WU/Admin/Admin/Retirement Contributions	\$ 3,341,959.00	\$ 1,935,900.00	\$ 1,146,770.05	\$ 184,536.00	\$ 2,098,104.00
10-01-10-530-030	WU/Admin/Admin/Life and Health Insurance	\$ 538,967.00	\$ 677,955.00	\$ 435,137.24	\$ -	\$ 681,919.00
Budget Increase					\$ (10,225,708.78)	

Administration Division

Program Budget - FY 2023 – 2024

Administration Division:

Under the direction of the Manager and Chief Engineer, Division staff includes (17) budgeted positions for FY23-24. The Division is responsible for day-to-day oversight of DOW and interaction between the Department and its customers, governmental organizations, and handling public relations and inquiries. Administration staff provides programmatic oversight and coordination of personnel management duties, operation and management of information technology services, procurement management, management of the affairs of the Board of Directors, measurement of overall Department performance, and providing service to and oversight of the operation of DOW's four (4) divisions.

Division Objectives:

- a. Satisfy the expectations of Kauai's water customers
- b. Establish a culture of camaraderie, worth, and recognized value with and between all DOW employees
- c. Provide exemplary support for the Board of Directors.
- d. Manage, control, and operate the waterworks of the County, and all Department property thereof.
- e. Adopt DOW's annual budget and manage such in a manner respected by our customers.
- f. Facilitate development and implementation of administrative rules and Board policies and abide by each.
- g. Support DOW's operating divisions through provision of trained personnel, necessary equipment, and experienced supervision.
- h. Provide leadership in community relations and intergovernmental coordination with other federal, state, and county agencies.
- i. Coordinate Department-wide initiatives and programs, including long range planning, development of business and capital improvement programs, staff and organizational development, water system security and adoption, and integration of innovative

technologies.

Program Highlights/Projects:

- a. The DOW continues to work on Water Plan 2020 (WP2020) projects while staff completes the new Water Systems Investment Plan (WISP).
- b. Extend public outreach and participation in local and national water campaigns to promote conservation and environmental education, including sponsoring Project WET (Water Education Today), and coordination of the Make-A-Splash Festival (MAS). These programs provide opportunities to develop and maintain valuable partnerships within schools, state agencies and other organizations that help expand the Department's outreach beyond its customer base.
- c. Continue to develop and manage its public informational programs and marketing materials to educate current customers through a variety of marketing materials, community meetings, programs, and the use of both traditional and alternative media platforms, such as brochures, website updates, use of social media and establishes media relations to disseminate essential information, customer service announcements and issue emergency notices.
- d. DOW continues to work with and support the Kaua'i Watershed Alliance (KWA), and The Nature Conservancy of Hawai'i (TNC) as the coordinator for the Alliance. The Department is a member of the Alliance and continues to financially support the conservation goals and efforts of this group in recognition of the critical importance of the watershed for maintenance and enhancement of the water resources of the island.
- e. The Manager and Chief Engineer, along with Administrative Division staff, will continue to establish annual goals and develop initial Key Performance Indicators (KPI's) as a result of the approved FY 2023- 2024.

General Expenses - Admin

Account	Description	FY 2020-2021 Actual	FY 2021-2022 Budget	FY 2021-2022 Actual	FY 2022-2023 Budget	FY 2022-2023 Actual	FY 2022-2023 YTD Encumbered	FY 2023-2024 Proposed Budget
Water Utility Fund								
10-01-10-540-010	WU/Admin/Admin/Professional Services - General	\$ 87,917	\$ 305,300	\$ 69,784	\$ 406,500	\$ 40,661	\$ 29,344	\$ 642,000
10-01-10-541-010	WU/Admin/Admin/Other Services - General	\$ 3,371	\$ 1,500	\$ 82	\$ -	\$ 85,066	\$ -	\$ -
10-01-10-542-010	WU/Admin/Admin/Public Relations	\$ 44,688	\$ 82,900	\$ 79,961	\$ 90,950	\$ 51,482	\$ 6,239	\$ 106,760
10-01-10-542-020	WU/Admin/Admin/Procurement Advertising	\$ 37,589	\$ 10,000	\$ 9,677	\$ 5,000	\$ -	\$ -	\$ 5,000
10-01-10-544-000	WU/Admin/Admin/Freight and Postage Services	\$ 2,070	\$ 3,100	\$ -	\$ 5,000	\$ 2,000	\$ 2,000	\$ 6,100
10-01-10-545-000	WU/Admin/Admin/Rentals and Leases	\$ 22,230	\$ 50,900	\$ 42,239	\$ 67,100	\$ 6,638	\$ -	\$ 65,400
10-01-10-546-000	WU/Admin/Admin/Insurance	\$ 96,703	\$ 5,000	\$ 147,420	\$ 130,000	\$ -	\$ -	\$ 130,000
10-01-10-551-000	WU/Admin/Admin/Utility Services	\$ 141,797	\$ 171,500	\$ 144,567	\$ 179,800	\$ 105,554	\$ 57,027	\$ 195,901
10-01-10-563-000	WU/Admin/Admin/Operating Supplies	\$ 4,493	\$ 5,000	\$ 12,207	\$ 10,000	\$ 3,864	\$ 8,983	\$ 7,500
10-01-10-570-010	WU/Admin/Admin/Books, Publications, Subscriptions, and Memberships	\$ 20,676	\$ 21,270	\$ 21,433	\$ 23,370	\$ 11,304	\$ -	\$ 23,050
10-01-10-570-020	WU/Admin/Admin/Books, Publications, Subscriptions, and Memberships - Board	\$ 75	\$ 595	\$ 227	\$ 600	\$ -	\$ -	\$ 600
10-01-10-571-010	WU/Admin/Admin/Training and Development	\$ 1,678	\$ 26,500	\$ 3,138	\$ 15,500	\$ 5,347	\$ -	\$ 15,500
10-01-10-572-010	WU/Admin/Admin/Travel and Per Diem	\$ -	\$ 59,900	\$ 21,148	\$ 53,130	\$ 17,596	\$ -	\$ 83,740
10-01-10-572-020	WU/Admin/Admin/Travel and Per Diem - Board	\$ -	\$ 7,280	\$ 3,289	\$ 13,250	\$ 2,691	\$ -	\$ 17,315
10-01-10-573-010	WU/Admin/Admin/Registration and Meeting Expense	\$ 1,625	\$ 17,500	\$ 4,939	\$ 16,970	\$ 8,769	\$ -	\$ 40,233
10-01-10-573-020	WU/Admin/Admin/Registration and Meeting Expense - Board	\$ 301	\$ 2,000	\$ 1,561	\$ 6,500	\$ 1,219	\$ -	\$ 5,200
	OPERATING EXPENSES	\$ 475,764	\$ 770,245	\$ 561,672	\$ 1,023,670	\$ 342,189	\$ 103,592	\$ 1,344,299
10-01-00-604-999	WU/Admin/Capital Outlay - Rehab and Replace/Misc. Capital Purchases	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-01-00-605-999	WU/Admin/Capital Outlay - Expansion/Misc. Capital Purchases	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	CAPITAL PURCHASES	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
	SUMMARY OF OPERATING EXPENSES	\$ 475,764	\$ 770,245	\$ 561,672	\$ 1,023,670	\$ 342,189	\$ 103,592	\$ 1,344,299
	SUMMARY OF CAPITAL PURCHASES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	OPERATING EXPENSES PLUS CAPITAL OUTLAY	\$ 475,764	\$ 770,245	\$ 561,672	\$ 1,023,670	\$ 342,189	\$ 103,592	\$ 1,344,299

FY21-22 actual from
Tess

As of 2/27/23

As of 2/27/23

General Expenses - Admin

TOTAL:		WU/Admin/Admin/Professional Services - General	\$ 87,917	\$ 305,300	\$ 69,784	\$ 406,500	\$ 40,661	\$ 29,344	\$ 642,000
Line Item	Notes	FY 2020-2021 Actual	FY 2021-2022 Budget	FY 2021 - 2022 Actual	FY2022-2023 Budget	FY 2022 - 2023 Actual	FY 2022-2023 YTD Encumbered	FY2023-2024 Proposed Budget	
Special Counsel			\$ 25,000		\$ 25,000			\$ 25,000	
Legislative Liaison	Pursue Federal/State Funding Opportunities		\$ 40,000		\$ 40,000			\$ 40,000	
Leadership Kaua'i Training	moved to training & development		\$ 4,000		\$ -			\$ -	
Professional Interpreter & Facilitator	for Public meetings		\$ 500		\$ -			\$ 500	
Financial Strategy & Planning	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	
HR Related Services	Drug & Alcohol Medical Testing		\$ 800		\$ 1,500			\$ 1,500	
Safety Program	Professional review		\$ 75,000		\$ 5,000			\$ 5,000	
Arbitration	Arbitrator's fees		\$ 10,000		\$ 10,000			\$ 10,000	
Litigation Costs	Pending matters		\$ -		\$ -			\$ 10,000	
Document Scanning	Document scanning		\$ 150,000		\$ 100,000			\$ 100,000	
Investigative Services	Personnel related tasks				\$ 75,000			\$ 75,000	
Strategic Planning	Hire consultant for overall DOW Strategic Plan				\$ -			\$ 175,000	
Grant Consultant	Training and grant program development							\$ 50,000	

Lump Sum Total as of 2/27/23 Lump Sum Total as of 2/27/23

General Expenses - Admin

TOTAL:	WU/Admin/Admin/Other Services - General	\$ 3,371	\$ 1,500	\$ 82	\$ -	\$ 85,066	\$ -	\$ -
Line Item	Notes	FY 2020-2021 Actual	FY 2021-2022 Budget	FY 2021 - 2022 Actual	FY2022-2023 Budget	FY 2022 - 2023 Actual	FY 2022-2023 YTD Encumbered	FY2023-2024 Proposed Budget
Alarm Service	moved to ops		\$ 1,500		\$ -			\$ -
Solid Waste Disposal Services	Garden Island Disposal		\$ -		\$ -			\$ -

Lump sum total as of 12/31/22 from Tess. Not a line item within current ADMIN encumbrance report on intranet as of 2/27/23

This tab is not on overall admin expenses spreadsheet

TOTAL:		WU/Admin/Admin/Public Relations	\$ 44,688	\$ 82,900	\$ 79,961	\$ 90,950	\$ 51,482	\$ 6,239	\$106,760.00
Line Item	Notes	FY 2020-2021 Actual	FY 2021-2022 Budget	FY 2021 - 2022 Actual	FY2022-2023 Budget	FY 2022 - 2023 Actual	FY 2022-2023 YTD Encumbered	FY2023-2024 Proposed Budget	
Public Relations Programs	Advertising; Promotional & Education Materials (logo items, giveaways, publications, brochures, meeting supplies, presentation supplies, displays, etc.) program tools and resources.		\$ 51,800		\$ 64,450			\$ 65,660	
Project WET	Make-A-Splash, Project WET Outreach		\$ 9,000		\$ 18,000			\$ 20,000	
Water Conservation District (EWSWD)	Grant		\$ 7,500		\$ 7,500			\$ 7,500	
Cultural Services/Public Meeting	Blessing, Info, etc.		\$ 1,500		\$ 1,000			\$ 500	
Wireless Emergency Notification System (WENS) by Inspirion	Contract for County Mass Notification System - WENS.		\$ 13,100					\$ 13,100	

Lump Sum Total as of 2/27/23 Lump Sum Total as of 2/27/23

General Expenses - Admin

TOTAL:	WU/Admin/Admin/Procurement Advertising	\$ 37,589	\$ 10,000	\$ 9,677	\$ 5,000	\$ -	\$ -	\$ 5,000
Line Item	Notes	FY 2020-2021 Actual	FY 2021-2022 Budget	FY 2021 - 2022 Actual	FY2022-2023 Budget	FY 2022 - 2023 Actual	FY 2022-2023 YTD Encumbered	FY2023-2024 Proposed Budget
Publications	All Divisions - Legal Ads for Solicitation, Public Notices for Projects, Proposals for all Divisions including Board Notices, Recruitment		\$ 10,000		\$ 5,000			\$ 5,000

Lump Sum Total as of 2/27/23 Lump Sum Total as of 2/27/23

General Expenses - Admin

TOTAL:		WU/Admin/Admin/Freight and Postage Services	\$ 2,070	\$ 3,100		\$ 5,000	\$ 2,000	\$ 2,000	\$ 6,100
Line Item	Notes	FY 2020-2021 Actual	FY 2021-2022 Budget	FY 2021 - 2022 Actual	FY2022-2023 Budget	FY 2022 - 2023 Actual	FY 2022-2023 YTD Encumbered	FY2023-2024 Proposed Budget	
NEOPOST - Departmental Postage	Office communication not Including Water Bills; Includes Governmental Records, Water System Standards, Water Quality Reports refill account funding - 3x per year \$2000 ea.) Stamps to purchase when machine is offline.		\$ 3,000	\$ 2,000	\$ 5,000			\$ 6,000	
Bureau Copy Request			\$ 100					\$ 100	

Need Fiscal to provide FY actual. 2000 here but \$0 on actual pdf from Tess. Was this moved to another GL at some point?

Lump Sum Total as of 2/27/23

Lump Sum Total as of 2/27/23

General Expenses - Admin

TOTAL:		WU/Admin/Admin/Rentals and Leases	\$ 22,230	\$ 50,900	\$ 42,239	\$ 67,100	\$ 6,638	\$ -	\$ 65,400
Line Item	Notes	FY 2020-2021 Actual	FY 2021-2022 Budget	FY 2021 - 2022 Actual	FY2022-2023 Budget	FY 2022 - 2023 Actual	FY 2022-2023 YTD Encumbered	FY2023-2024 Proposed Budget	
Lease Agreement with UH Puhi Well 3									
Lease Agreement Kilauea Booster Pump									
License Fee Agreement McBryde Trust	Kalaheo/Koloa Water System		\$ 20,000		\$ 20,200	\$ 13,403		\$ 20,400	
Lease Agreement with Grove Farm	Kōloa Wells 16 A, B, & E		\$ 30,900		\$ 30,900			\$ 30,000	
Grant of Easement - Na Aina Kai Botanical	Annual Lease - Easement for booster pump station on Wailapa				\$ 1,000			\$ 1,000	
Lease agreement storage units					\$ 15,000			\$ 14,000	

YTD actual lump sum total from Tess as of 2/27/23. Need Fiscal to provide line item expensed for above. McBryde amount inputted by MJ via Christine. Fiscal needs to Check GL's
 Lump Sum Total as of 2/27/23

General Expenses - Admin

TOTAL:		WU/Admin/Admin/Insurance	\$ 96,703	\$ 5,000	\$ 147,420	\$ 130,000	\$ -	\$ -	\$ 130,000
Line Item	Notes	FY 2020-2021 Actual	FY 2021-2022 Budget	FY 2021 - 2022 Actual	FY2022-2023 Budget	FY 2022 - 2023 Actual	FY 2022-2023 YTD Encumbered	FY2023-2024 Proposed Budget	
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		\$ 5,000		\$ 5,000			\$ 5,000	
Insurance and Bonds	DOW's portion of the County's annual insurance premium for coverage in excess of \$1M deductible		\$ -		\$ 125,000			\$ 125,000	
Workers Compensation Settlements	Workers Comp, etc		\$ -		\$ -			\$ -	
Board Approved Claims	Claims outside of the County Attorney's discretion.		\$ -						

Lump Sum Total as of 2/27/23 Lump Sum Total as of 2/27/23

General Expenses - Admin

TOTAL:	WU/Admin/Admin/Utility Services	\$ 141,797	\$ 171,500	\$ 144,567	\$ 179,800	\$ 105,554	\$ 57,027	\$ 195,901
Line Item	Notes	FY 2020-2021 Actual	FY 2021-2022 Budget	FY 2021 - 2022 Actual	FY2022-2023 Budget	FY 2022 - 2023 Actual	FY 2022-2023 YTD Encumbered	FY2023-2024 Proposed Budget
Electricity	Front/Back Office & Microlab Building		\$ 160,000		\$ 168,000			\$ 183,792
Waste water	Puhi sewer & waste water		\$ 10,000		\$ 10,300			\$ 10,609
Solid Waste	Solid Waste Disposal		\$ 1,500		\$ 1,500			\$ 1,500
Water			\$ -					

Lump Sum Total as of 2/27/23 Lump Sum Total as of 2/27/23

General Expenses - Admin

TOTAL:	WU/Admin/Admin/Repairs and Maintenance - Other than Water System	\$ 6,803		\$ -	\$ -	\$ -		\$ -
Line Item	Notes	FY 2020-2021 Actual	FY 2021-2022 Budget	FY 2021 - 2022 Actual	FY2022-2023 Budget	FY 2022 - 2023 Actual	FY 2022-2023 YTD Encumbered	FY2023-2024 Proposed Budget
Air Conditioning	Maintenance & Service Calls							
Elevator	Maintenance and Saftey Test Fees							

General Expenses - Admin

TOTAL:	WU/Admin/Admin/Operating Supplies	\$ 4,493	\$ 5,000	\$ 12,207	\$ 10,000	\$ 3,864	\$ 8,983	\$ 7,500
Line Item	Notes	FY 2020-2021 Actual	FY 2021-2022 Budget	FY 2021 - 2022 Actual	FY2022-2023 Budget	FY 2022 - 2023 Actual	FY 2022-2023 YTD Encumbered	FY2023-2024 Proposed Budget
Operating Supplies/Small Tools & Equipment	With expected vacancies, safety supplies, working table, work stations, notarial supplies, etc.		\$ 5,000		\$ 10,000			\$ 7,500

Lump Sum Total
as of 2/27/23

Lump Sum
Total as of
2/27/23

General Expenses - Admin

TOTAL:		\$ 20,676	\$ 21,270	\$ 21,433	\$ 23,370	\$ 11,304	\$ -	\$ 23,050
Line Item	Notes	FY 2020-2021 Actual	FY 2021-2022 Budget	FY 2021 - 2022 Actual	FY2022-2023 Budget	FY 2022 - 2023 Actual	FY 2022-2023 YTD Encumbered	FY2023-2024 Proposed Budget
AWWA Membership	Annual Membership Dues for the DOW		\$ 3,900		\$ 4,000			\$ 4,000
Books and Subscriptions	Books for ALL DIVISIONS - Library, Subscriptions for TGI, STAR, ENR, Pacific Buisness News, HR, Manuals, Guide books, etc.		\$ 2,000		\$ 2,000			\$ 1,000
Water Research Foundation	Annual Membership Dues for the DOW		\$ 8,000		\$ 8,000			\$ 8,000
Hawaii State Bar Association	Annual Association Dues		\$ 550		\$ 550			\$ 550
Hawaii Rural Water Association	Annual Membership Dues for the DOW		\$ 6,500		\$ 6,750			\$ 6,750
SHRM	Society for for Human Resource Management Membership Dues		\$ 100		\$ 360			\$ 360
PSHRA	Public Sector HR Association (PSHRA) formerly International Public Management Association for HR (IPM-HR) Membership Dues		\$ 220		\$ 160			\$ 190
Contractor's Association of Kauai Membership	For 3 staff				\$ 1,550			\$ 2,200
Westlaw / Thomson Reuters	County Attorney Dues \$95.21 * 12 (months)		\$ -					
						Lump Sum Total as of 2/27/23	Lump Sum Total as of 2/27/23	

General Expenses - Admin

TOTAL:	WU/Admin/Admin/Books, Publications, Subscriptions, and Memberships - Board	\$ 75	\$ 595	\$ 227	\$ 600	\$ -	\$ -	\$ 600
Line Item	Notes	FY 2020-2021 Actual	FY 2021-2022 Budget	FY 2021 - 2022 Actual	FY2022-2023 Budget	FY 2022 - 2023 Actual	FY 2022-2023 YTD Encumbered	FY2023-2024 Proposed Budget
AWWA Membership	Individual Membership Dues: \$75 x 7 Board Members \$75 x 1 Board Clerk		\$ 595		\$ 600			\$ 600
Books and Subscriptions			\$ -		\$ -			\$ -

Lump Sum Total as of 2/27/23 Lump Sum Total as of 2/27/23

General Expenses - Admin

TOTAL:	WU/Admin/Admin/Training and Development	\$ 1,678	\$ 26,500	\$ 3,138	\$ 15,500	\$ 5,347	\$ -	\$ 15,500
Line Item	Notes	FY 2020-2021 Actual	FY 2021-2022 Budget	FY 2021 - 2022 Actual	FY2022-2023 Budget	FY 2022 - 2023 Actual	FY 2022-2023 YTD Encumbered	FY2023-2024 Proposed Budget
Seminars & Workshops	Training & educational workshops		\$ 20,000		\$ 5,000			\$ 5,000
Recognition Program	Service recognition, employee of the year & SOP 56		\$ 6,500		\$ 6,500			\$ 6,500
Leadership Kaua`i	Leadership program				\$ 4,000			\$ 4,000

Lump Sum Total as of 2/27/23 Lump Sum Total as of 2/27/23

General Expenses - Admin

TOTAL:		WU/Admin/Admin/Travel and Per Diem	\$ -	\$ 59,900	\$ 21,148	\$ 53,130	\$ 17,596	\$ -	\$ 83,740
Line Item	Notes	FY 2020-2021 Actual	FY 2021-2022 Budget	FY 2021 - 2022 Actual	FY2022-2023 Budget	FY 2022 - 2023 Actual	FY 2022-2023 YTD Encumbered	FY2023-2024 Proposed Budget	
Legislature	Testimonies and Legislature Opening		\$ 2,500		\$ 1,160			\$ 800	
Depositions/Litigations	Manager & Chief Engineer or Designee							\$ 1,000	
Water Security Advisory Group Act 172 Section 5	Manager & Chief Engineer or Designee		\$ 800		\$ -				
Fresh Water Council	Manager & Chief Engineer or Designee		\$ 800		\$ 1,160			\$ 800	
Water Loss Control Committee Act 169, SB2645	Manager & Chief Engineer or Designee		\$ 800		\$ -				
HRWA Quarterly Meetings	Manager & Chief Engineer or Designee				\$ 1,160			\$ 800	
AWWA Washington D.C. Fly-Inn	March TBA, 2024 (TBA) x 1				\$ 7,640			\$ 3,285	
AWWA Water Infrastructure Conference & Exposition	September 9-14, 2023 (Philadelphia, Pennsylvania) x 1				\$ 3,460			\$ 3,645	
AWWA Water Quality Technology Conference & Exposition	November 5-9, 2023 (Dallas, Texas) x 1				\$ -			\$ 4,005	
AWWA North American Water Loss Conference & Exposition	December 5-7, 2023 (Denver, Colorado) x 1				\$ -			\$ 3,285	

General Expenses - Admin

AWWA/WEF Utility Management Conference	March TBA, 2024 (TBA) x 1				\$ 3,100		\$ 3,645
HWWA Hawai'i Section Conference	All DOW - October 23-27, 2023 (Hawai'i Island, Hawai'i) x 4				\$ -		\$ 6,480
AWWA Hawaii HWEA Pacific Water Conference	All DOW - February TBA, 2024 (Honolulu, Hawai'i) x 4				\$ 2,350		\$ 4,760
AWWA National Conference	All DOW - June 10-13 2024 (Anaheim, California) x 4				\$ 6,920		\$ 15,580
HRWA Conference	All DOW - May TBA, 2024 (Hawai'i Island, Hawai'i) x 6				\$ 6,360		\$ 8,860
Wahine Forum Conference	All DOW - October TBA, 2024 (Honolulu, Hawai'i) x 4				\$ 2,100		\$ 3,040

General Expenses - Admin

Administrative Conference	Administrative Support Staff - TBA 2024 (Out-of-state) x 2				\$ 6,920		\$ 7,370
Project WET Conference	PR - August 7-11, 2023 (Cincinnati, Ohio) x 1				\$ 3,400		\$ 3,500
WaterSmart Innovations Conference & Expo	PR -October 3-5, 2023 (Las Vegas, Nevada) x 1				\$ 2,380		\$ 2,380
Government Social Media	PR - March 2024 (TBA) x 1				\$ 3,000		\$ 3,000
PRSA- Public Affairs & Gov't Conference	PR - June 2024 (TBA) x1						\$ 3,500
IMLA Conference	DCA - TBA 2024 (Out-of-state) x 1				\$ 2,020		\$ 4,005

Lump Sum
 Total as of
 2/27/23

Lump Sum
 Total as of
 2/27/23

General Expenses - Admin

TOTAL:		WU/Admin/Admin/Travel and Per Diem - Board		\$ -	\$ 7,280	\$ 3,289	\$ 13,250	\$ 2,691	\$ -	\$17,315
Line Item	Notes	FY 2020-2021 Actual	FY 2021-2022 Budget	FY 2021 - 2022 Actual	FY2022-2023 Budget	FY 2022 - 2023 Actual	FY 2022-2023 YTD Encumbered	FY2023-2024 Proposed Budget		
AWWA National Conference	Anaheim, CA - June 10-13, 2024 Three (3) Board Members Airfare: \$4,650; Lodging: \$5,250; Per Diem: \$1,335		\$ 3,800		\$ 11,310			\$11,235		
AWWA Hawaii HWEA Pacific Water Conference	Honolulu, HI - Dates TBD (Feb. 2024) Two (2) Board Members Airfare: \$500; Lodging: \$1,200; Per Diem: \$420; Transportation: \$320		\$ 1,740		\$ 1,940			\$2,440		
HWWA Hawai'i Section Conference	Kona, HI - October 25-27, 2023 Two (2) Board Members Airfare: \$500; Lodging: \$2,400; Per Diem: \$420; Transportation: \$320		\$ 1,740		\$ -			\$3,640		
Mileage			\$ -							
Ground Transportation	Car Rental, Shuttle Services, Airport Parking Reimbursement		\$ -							
Unanticipated Travels	For board training & development - travel & per diem		\$ -							
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)		\$ -							

Lump Sum Total as of 2/27/23 Lump Sum Total as of 2/27/23

General Expenses - Admin

TOTAL:		WU/Admin/Admin/Meeting Expense	\$ 1,625	\$ 17,500	\$ 4,939	\$ 16,970	\$ 8,769	\$ -	\$ 40,233
Line Item	Notes	FY 2020-2021 Actual	FY 2021-2022 Budget	FY 2021 - 2022 Actual	FY2022-2023 Budget	FY 2022 - 2023 Actual	FY 2022-2023 YTD Encumbered	FY2023-2024 Proposed Budget	
Board Meeting	Lunch for Board Meeting X 18 Mtgs		\$ 3,500		\$ -			delete	
Seminars & Workshops	Meeting materials/Supplies		\$ 1,000		\$ 500			\$ 500	
Annual meeting	Meeting materials/Supplies		\$ 3,000		\$ -			delete	
Meeting Expense	Departmental budget -Meeting Expense		\$ 10,000		\$ -			delete	
Administrative Conference	Administrative Support Staff				\$ 2,800			\$ 3,400	
AWWA Water Infrastructure Conference & Exposition	September 9-14, 2023 (Philadelphia, Pennsylvania) x 1				\$ 1,400			\$ 640	
AWWA Water Quality Technology Conference & Exposition	Registration November 13-17, 2022 (Cincinnati, OH) x 1				\$ -			\$ 695	
AWWA North American Water Loss Conference & Exposition	Registration December TBA, 2022 (TBA) x 1				\$ -			\$ 445	
AWWA/WEF Utility Management Conference	Registration February TBA, 2023 (TBA) x 1				\$ 1,400			\$ 650	
HWWA Hawai'i Section Conference	Date October 2023 (Maui, HI) x 4				\$ -			\$ 1,600	
HWWA Hawai'i Section Conference	Date October 2024 (Kauai, HI) Hosting prep							\$ 20,000	
AWWA Hawaii HWEA Pacific Water Conference	Registration February TBA, 2023 (Honolulu, HI) x 4				\$ 2,400			\$ 2,400	
AWWA National Conference	Registration June 11-14 2023 (Toronto, Canada) x 2				\$ 2,800			\$ 2,200	
HRWA Conference	May TBA 2023 (Hawai'i Island) x 6				\$ 2,400			\$ 3,600	
Wahine Forum Conference	October 26-27, 2022 (Honolulu, HI) x 4				\$ 1,000			\$ 600	
Project WET Conference	PR - August 7-11, 2023 (Cincinnati, Ohio) x 1				\$ 475			\$ 575	
WaterSmart Innovations Conference & Expo	PR - October 3-5, 2023 (Las Vegas, Nevada) x 1				\$ 400			\$ 475	
Government Social Media Conference	PR - March 2024 (TBA) x 1				\$ 895			\$ 819	
PRSA-Public Affairs & Government Conference	PR - June 2024 (TBA) x 1							\$ 1,049	
IMLA Conference	DCA - TBA 2024 x 1				\$ 500			\$ 585	

Lump Sum Total as of 2/27/23 Lump Sum Total as of 2/27/23

General Expenses - Admin

TOTAL:		\$ 301	\$ 2,000	\$ 1,561	\$ 6,500	\$ 1,219	\$ -	\$5,200
Line Item	Notes	FY 2020-2021 Actual	FY 2021-2022 Budget	FY 2021 - 2022 Actual	FY2022-2023 Budget	FY 2022 - 2023 Actual	FY 2022-2023 YTD Encumbered	FY2023-2024 Proposed Budget
AWWA National Conference	Anaheim, CA - June 10-13, 2024 Three (3) Board Members Registration & Course Materials: \$2,000				\$ 4,200			\$2,000
AWWA Hawaii HWEA Pacific Water Conference	Honolulu, HI - Dates TBD (Feb. 2024) Two (2) Board Members Registration & Course Materials: \$1,000				\$ 1,100			\$1,000
HWWA Hawai'i Section Conference	Kona, HI - October 25-27, 2023 Two (2) Board Members Registration & Course Materials: \$1,000				\$ -			\$1,000
Meals	Board Meetings		\$ 1,500		\$ 1,000			\$ -
Drinks and supplies	Board Meetings		\$ 500		\$ 200			\$ -
Meeting Supplies	Supplies to facilitate monthly Board meetings, various committee meetings and workshops							\$ 1,200

Lump Sum Total as of 2/27/23 Lump Sum Total as of 2/27/23

General Expenses - Admin

TOTAL:	WU/Admin/Capital Outlay - Rehab and Replace/Misc. Capital Purchases	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
Line Item	Notes	FY 2020-2021 Actual	FY 2021-2022 Budget	FY 2021 - 2022 Actual	FY2022-2023 Budget	FY 2022 - 2023 Actual	FY 2022-2023 YTD Encumbered	FY2023-2024 Proposed Budget
Air Conditioning	Microlab Server Room (replace)							
SUV 4DR 4Wh Dr	Replace CK 2478, assigned vehicles for the Manager Chief Engineer				\$ -			\$ -

Information Technology Section

Program Budget - FY 2024

Information Technology Section:

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

Program Description:

The IT Section procures, manages and supports the technology required to achieve the Department's mission in an efficient and effective manner, assisting in the technical analysis, design, procurement, implementation, operation and support of computing infrastructure and services.

Including but not limited to the following product suites, Dynamics GP (*Accounting Software*), Paramount (*Internal Procurement Software to interface with our accounting software*), MPET (*Operations' Maintenance Management Information System - MMIS*), Cisco IP Phone (*VOIP*), Office 365 (*Software -Word/Excel/etc*), CC&B (*Customer Information System - CIS*), Beacon (*Customer Meter Reading Interface*), and SCADA (*Operations' Supervisory Control and Data Acquisition Programs*).

Program Highlights/Projects:

Consolidation efforts for budgeting and coordination have continued with this budget. All computers and computer programs will be included in the IT budget for transparency. In addition to traditional expenditures, the IT budget will include security expenditures, cybersecurity items and emergency communication abilities

- April 2021 (Initiated, restarting, modifying to resolve challenges) – Update Accounting software (GP). Software support and upgrade options changed during conversion; ***professional services will be necessary to troubleshoot data and process issues and migrate to the newest version of current accounting software.

- August 2021 (Planned with PR, continuing) – DOW Website Upgrade
- December 2021 (Initiated, continuing) – DOW phone system relocation including cross-connect and possible replacement or upgrade
- January 2022 (Initiated, continuing) – Logical security, improving various security procedures and reducing vulnerability
- January 2022 (Initiated, continuing) – Network map done, plans for site-wide secure wireless connectivity
- February 2022 (Initiated, continuing) – Change management policies and procedures, all business processes
- July 2023 (Scoping) – Security camera and recording software replacement and expansion
- FY 2024 (Initiated elsewhere, continue and publish) – KPI requirements definition, data sourcing, processing, storage, visualization, and automation
- FY 2027 (stretch goal, learning) – Malcolm Baldrige award nomination: define milestones to qualify

Account	Description	FY 2020- 2021 Actual	FY 2021-2022 Budget	FY 2021-2022 Actuals	FY 2022-2023 Budget	FY 2022-2023 Actuals	FY 2022-2023 YTD Encumbered	FY 2022-2023 Proposed Budget
Water Utility Fund								
10-02-10-540-010	WU/IT/Admin/ Professional Services	\$ 729,917	70,000	-	580,000	143,735	63,420	1,215,000
10-02-10-543-000	WU/IT/Admin/Communication Services	\$ 108,046	\$ 91,696	\$ -	\$ 87,828	\$ 84,966	\$ 25,059	\$ 105,002
10-02-50-543-000	WU/IT/Power/Pump/Communication Services	\$ 16,727	\$ 47,084	\$ -	\$ 57,484	\$ -	\$ -	\$ 66,107
10-02-10-544-000	WU/IT/Admin/Freight and Postage Services	\$ 1,000	\$ -	\$ 248	\$ -	\$ -	\$ -	\$ -
10-02-10-545-000	WU/IT/Admin/Rentals and Leases	\$ 18,376	\$ 33,200	\$ -	\$ 36,500	\$ 30,320	\$ 3,460	\$ 42,225
10-02-10-561-000	WU/IT/Admin/Repairs and Maintenance - Other than Water System	\$ 233,733	\$ 547,100	\$ -	\$ 834,489	\$ 257,502	\$ 158,252	\$ 959,662
10-02-10-563-000	WU/IT/Admin/Operating Supplies	\$ 78,158	\$ 58,000	\$ -	\$ 53,000	\$ 24,603	\$ (4,170)	\$ 58,000
10-02-10-570-010	WU/IT/Admin/Books, Publications, Subscriptions, and Memberships	\$ 12,178	\$ 500	\$ -	\$ 500	\$ 1,000	\$ -	\$ 500
10-02-10-571-010	WU/IT/Admin/Training and Development	\$ 39	\$ 2,000	\$ -	\$ 6,600	\$ -	\$ -	\$ 6,600
10-02-10-572-010	WU/IT/Admin/Travel and Per Diem	\$ -	\$ -	\$ -	\$ 15,000	\$ 1,602	\$ -	\$ 17,250
10-02-10-573-010	WU/IT/Admin/Meeting Expense	\$ -	\$ -	\$ -	\$ 8,000	\$ 966	\$ -	\$ 8,000
	OPERATING EXPENSES	\$ 1,198,174	\$ 849,580	\$ 248	\$ 1,679,401	\$ 544,695	\$ 246,021	\$ 2,478,346
10-02-00-604-999	WU/IT/Capital Outlay - Rehabilitation and Replacement/Misc. Capital Purchases	\$ 46,325	\$ 179,000	\$ -	\$ 2,105,000	\$ 344,315	\$ (249,414)	\$ 1,785,000
10-02-00-605-999	WU/IT/Capital Outlay - Expansion/Misc. Capital Purchases	\$ 50,980	\$ 120,000	\$ -	\$ 72,000	\$ 63,715	\$ (61,338)	\$ 70,000
	SUMMARY OF CAPITAL PURCHASES	\$ 97,305	\$ 299,000	\$ -	\$ 2,177,000	\$ 408,030	\$ (310,753)	\$ 1,855,000
	SUMMARY OF OPERATING EXPENSES	\$ 1,198,174	\$ 849,580	\$ 248	\$ 1,671,401	\$ 543,728	\$ 246,021	\$ 2,470,346
	SUMMARY OF CAPITAL PURCHASES	\$ 97,305	\$ 299,000	\$ -	\$ 2,177,000	\$ 408,030	\$ (310,753)	\$ 1,855,000
	OPERATING EXPENSES PLUS CAPITAL OUTLAY	\$ 1,295,479	\$ 1,148,580	\$ 248	\$ 3,848,401	\$ 951,758	\$ (64,732)	\$ 4,325,346

TOTAL: WU/IT/Admin/ Professional Services \$ 729,917 \$ 70,000 \$ 580,000 \$ 143,735 \$ 63,420 \$ 1,215,000

Line Item	Notes	FY 2020 - 2021 Actual	FY 2021 -2022 Budget	FY 2021 - 2022 Actual	FY 2022 -2023 Budget	FY 2022 - 2023 YTD Actual	FY 2022-2023 YTD Encumbered	FY2023-2024 Proposed Budget
As-Needed Technical Support			\$ 30,000		\$ 150,000			\$ 150,000
IT Strategic Plan - Project Management			\$ 25,000					
Network Security Maintenance			\$ 15,000		\$ 75,000			\$ 75,000
IT Strategic Plan - Financial System Upgrade	Upgrade of Microsoft GP and upgrade of Paramount WorkPlace with As-needed Technical Services				\$ 150,000			\$ 150,000
IT Strategic Plan - Review & Align Billing System Configuration	IT Strategic Plan - Review & Align Billing System Configuration				\$ 150,000			\$ 150,000
Evaluate/Replacement/maintenance Management Information System (MMIS)	Evaluate/Select Software, i.e. MPET				\$ 25,000			\$ 10,000
Website Replacement	Develop DOW website				\$ 30,000			\$ 30,000
Purchase or a Replacement Maintenance Management Information System (MMIS)	Purchase MMIS software, inc. 1st year service contract							\$ 650,000

TOTAL: WU/IT/Admin/Communication Services \$ 108,046 \$ 83,360 \$ 87,828 \$ 84,966 \$ 25,059 \$ 105,002

Line Item	Notes	FY 2020 - 2021 Actual	FY 2021 -2022 Budget	FY 2021 - 2022 Actual	FY 2022 -2023 Budget	FY 2022 - 2023 YTD Actual	FY 2022-2023 YTD Encumbered	FY2023-2024 Proposed Budget
Frame Relay (128K)	Monthly charge of 225 x 12		\$ 2,700		\$ 2,835			\$ 3,260
Frame Relay (56K)	Monthly charge of 115 x 12		\$ 1,380		\$ 1,449			\$ 1,666
Main Telephone Lines	Monthly charge of 450 x 12		\$ 5,400		\$ 5,670			\$ 6,521
Bandwidth	Monthly charge of 2500 x 12		\$ 30,000		\$ 31,500			\$ 36,225
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		\$ 3,969			\$ 4,564
Ops Fax Line; Microlab Fire Alarm; Fax Machine	Monthly 150 x 12 months		\$ 1,800		\$ 1,890			\$ 2,174
Fax for front office building	Monthly 50 x 12 months		\$ 600		\$ 630			\$ 725
Fire Alarm 2 Lines - Ops	Monthly 90 x 12 months		\$ 1,080		\$ 1,134			\$ 1,304
Frame Relay (AS400)	Monthly charge of 115 x 12		\$ 1,380		\$ 1,449			\$ 1,666
Internet Connection	Monthly charge of 600 x 12 (RR)		\$ 7,200		\$ 7,560			\$ 8,694
Lavanet	Monthly charge of 50 x 12		\$ 600		\$ 630			\$ 725
Long Distance Charges	Monthly 120 x 12 months		\$ 1,440		\$ 1,512			\$ 1,739
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.		\$ 24,000		\$ 27,600			\$ 31,740
Unanticipated Costs	increased costs in surcharges & taxes		\$ 2,000					\$ 4,000

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

\$ 16,778 \$ 47,084

\$ 57,484

\$ 66,107

Line Item	Notes	FY 2020 - 2021 Actual	FY 2021 -2022 Budget	FY 2021 - 2022 Actual	FY 2022 -2023 Budget	FY 2022 - 2023 YTD Actual	FY 2022-2023 YTD Encumbered	FY2023-2024 Proposed Budget
Frame Relay (56K) R065	Monthly charge of 130 x 12		\$ 1,560		\$ 1,560			\$ 1,794
SCADA Room	Monthly charge of 50 x 12		\$ 600		\$ 600			\$ 690
Haena Connection	Monthly charge of 50 x 12		\$ 600		\$ 600			\$ 690
Hanalei Connection	Monthly charge of 50 x 12		\$ 600		\$ 600			\$ 690
SCADA Alarm	Monthly charge of 50 x 12		\$ 600		\$ 600			\$ 690
Auto Dialer - Lihue	Monthly charge of 50 x 12		\$ 600		\$ 600			\$ 690
Lawai #2	Monthly charge of 50 x 12		\$ 600		\$ 600			\$ 690
Kekaha - Paua	Monthly charge of 50 x 12		\$ 600		\$ 600			\$ 690
Auto Dialer - Kilauea	Monthly charge of 50 x 12		\$ 600		\$ 600			\$ 690
SCADA Submaster - Kilauea	Monthly charge of 50 x 12		\$ 600		\$ 600			\$ 690
Hanamaulu Tank Circuit	Monthly charge of 30 x 12		\$ 360		\$ 360			\$ 414
Frame Relay (56K) Ornellas	Monthly charge of 115 x 12		\$ 1,380		\$ 1,380			\$ 1,587
Frame Relay (56K) Kalaheo	Monthly charge of 130 x 12		\$ 1,560		\$ 1,560			\$ 1,794
Frame Relay (56K) Koloa	Monthly charge of 130 x 12		\$ 1,560		\$ 1,560			\$ 1,794
Frame Relay (56K) Nonou	Monthly charge of 130 x 12		\$ 1,560		\$ 1,560			\$ 1,794
Frame Relay (56K) Eleele	Monthly charge of 130 x 12		\$ 1,560		\$ 1,560			\$ 1,794
Frame Relay (56K) Kekaha/Waimea	Monthly charge of 130 x 12		\$ 1,500		\$ 1,500			\$ 1,725
Frame Relay (56K) Kilauea	Monthly charge of 130 x 12		\$ 1,560		\$ 1,560			\$ 1,794
Haena Well Connection	Monthly charge of 500 x 12		\$ 600		\$ 600			\$ 690
Waipao/Kekaha Connection	Monthly charge of 30 x 12		\$ 360		\$ 360			\$ 414
Paua/Kekaha Connection	Monthly charge of 30 x 12		\$ 360		\$ 360			\$ 414
Hanamaulu Booster	Monthly charge of 50 x 12		\$ 600		\$ 600			\$ 690
Cell phones for standby personnel	Cell Phone for Operations Personnel (23 personnel, 3 for alarm surges); Monthly 2000 x 12 months - This cost is only for monthly services. Any replacement/new equipment and/or accessories will come from IT's Operating Budget line item		\$ 24,000		\$ 25,200			\$ 28,980
	phone upgrades 40 @ \$200				\$ 8,000			\$ 9,200
	phone protection 40 @ \$30				\$ 1,200			\$ 1,380
DSL Service for employee to access SCADA from home	2 DSL Services \$97 x 12		\$ 1,164		\$ 1,164			\$ 1,339
Unanticipated Costs	increased costs in surcharges & taxes		\$ 2,000		\$ 2,000			\$ 2,300
	<i>MOVED FROM OPERATIONS BUDGET TO IT FOR BETTER ACCOUNTABILITY</i>							

TOTAL: WU/IT/Admin/Rentals and Leases

\$ 18,376 \$ 33,200 \$ 36,500 \$ 30,320 \$ 3,460 \$ 42,225

Line Item	Notes	FY 2020 - 2021 Actual	FY 2021 -2022 Budget	FY 2021 - 2022 Actual	FY 2022 -2023 Budget	FY 2022 - 2023 YTD Actual	FY 2022-2023 YTD Encumbered	FY2023-2024 Proposed Budget
Copier Leases	Copiers/Printers		\$ 30,000		\$ 32,500			\$ 37,375
Copier usage fees	Xerox and Ricoh				\$ 1,000			\$ 1,150
Postage Machine/Scale Feeder			\$ 3,000		\$ 3,000			\$ 3,450
Safe Deposit Box			\$ 200					\$ 250

TOTAL: WU/IT/Admin/Repairs and Maintenance - \$ 233,773 \$ 547,100 \$ 834,489 \$ 257,502 \$ 158,252 \$ 959,662
Other than Water System

Line Item	Notes	FY 2020 - 2021 Actual	FY 2021 -2022 Budget	FY 2021 - 2022 Actual	FY 2022 -2023 Budget	FY 2022 - 2023 YTD Actual	FY 2022-2023 YTD Encumbered	FY2023-2024 Proposed Budget
CCnB	CC&B Cloud Hosting		\$ 250,000		\$ 250,000			\$ 287,500
Anti-Virus	CDW 299? @ \$130.39/yr		\$ 50,000		\$ 75,000			\$ 86,250
Project Management Software			\$ 40,000		\$ 10,000			\$ 11,500
O365 Enterprise E3	CDW 120 @ \$23/mo		\$ 35,000		\$ 36,432			\$ 41,897
O365 ATP?	CDW 120 @ \$5/mo				\$ 7,920			\$ 9,108
Conf O365	CDW 20 @ \$4/mo				\$ 1,056			\$ 1,214
Customer Care & Billing License	Kauai License (Billing)		\$ 30,000		\$ 50,000			\$ 57,500
Dell Maintenance	Extension of Yearly Server Maintenance		\$ 24,000		\$ 24,000			\$ 27,600
ESRI	DOW supplement payment to County for use of ESRI (Engineering)		\$ 17,500		\$ 18,000			\$ 20,700
MPET/MMIS	Operations		\$ 20,000		\$ 22,000			\$ 25,300
Adobe Subscription	Annual Subscription Renewals		\$ 13,000		\$ -			
Adobe Acrobat DC	SHI 40 @ \$175.03				\$ 9,650			\$ 11,098
Adobe Photoshop	SHI 1 @ \$375.52				\$ 425			\$ 489
Adobe Creative Cloud	SHI 1 @ \$883.8				\$ 1,000			\$ 1,150
VolP Phone	Hawaiian Tel		\$ 13,000		\$ 13,000			\$ 14,950
MS Great Plains Dynamics 365	Accounting - license, upgrade and support		\$ 10,000		\$ 45,000			\$ 51,750
OCE Printer/Scanner	Engineering		\$ 9,000		\$ 9,000			\$ 10,350
Innovyze	Engineering		\$ 5,000		\$ 9,500			\$ 10,925
Cloud Backup - Rapid Recovery	Admin		\$ 5,000		\$ 5,000			\$ 5,750
Fire Suppression Systems	Admin-Fenwall FM-200 Fire Suppression System		\$ 3,000		\$ 3,000			\$ 3,450
Firewall	Admin		\$ 3,000		\$ 3,000			\$ 3,450
BlueBeam	Engineering - 6 additional licenses		\$ 2,600		\$ 3,332			\$ 3,832
Bluebeam Revu eXtreme - ENG	SHI 4 @ \$555.30 perpetual				\$ 2,443			\$ 2,810
AutoCAD	Engineering- 2 licenses		\$ 2,000		\$ 2,000			\$ 2,300
Splashtop	Admin - IT inhouse support		\$ 2,000		\$ 2,000			\$ 2,300
Swift Comply - XC2	Engineering		\$ 1,500		\$ 2,000			\$ 2,300
SSL Certificate	Admin		\$ 1,000		\$ 1,000			\$ 1,150
Team	Admin/IT		\$ 500		\$ 500			\$ 575
AMR Software/Trimble Handhelds (Badger)	Handhelds for Meter Readers				\$ 3,000			\$ 3,450
Cyberlock	Cloud Hosting				\$ 1,300			\$ 1,495
Great Plains	Accounting -Maintenance & Support - Upgrade		\$ 10,000		\$ 10,000			\$ 11,500
SCADA System Integrator Consulting and Maintenance Contract (Annually)	Outside services - Islandwide SCADA control system remote site maintenance.				\$ 150,000			\$ 172,500
Paramount	Maintenance & Support				\$ 15,000			\$ 17,250
Zoom	Annual License maintenance (10)				\$ 505			\$ 581
Veritas Backup Exec Silver - SCADA	SHI 1854.12				\$ 2,040			\$ 2,345
Visio	CDW 7 @ \$15/mo				\$ 1,386			\$ 1,594
Miscellaneous software	Other unaccounted software				\$ 45,000			\$ 51,750

TOTAL: WU/IT/Admin/Operating Supplies \$ 78,158 \$ 58,000 \$ 53,000 \$ 24,603 \$ (4,170) \$ 58,000

Line Item	Notes	FY 2020 - 2021 Actual	FY 2021 -2022 Budget	FY 2021 - 2022 Actual	FY 2022 -2023 Budget	FY 2022 - 2023 YTD Actual	FY 2022-2023 YTD Encumbered	FY2023-2024 Proposed Budget
Computer Supplies	Batteries, storage devices, toner, etc		\$ 40,000		\$ 5,000			\$ 40,000
Computer Hardware	Printers, external hard drives, etc		\$ 10,000		\$ -			\$ 10,000
Paper & Toner	Paper for Large Format Printers		\$ 3,000		\$ 3,000			\$ 3,000
Replacement of cell phone equipment	Hardware and Accessories		\$ 5,000		\$ 5,000			\$ 5,000
SCADA Replacement Parts Inventory	Inventory parts				\$ 40,000			

TOTAL: WU/IT/Admin/Books, Publications, Subscriptions, and Memberships \$ 12,178 \$ 500 \$ 500 \$ 1,000 \$ - \$ 500

Line Item	Notes	FY 2020 - 2021 Actual	FY 2021 -2022 Budget	FY 2021 - 2022 Actual	FY 2022 -2023 Budget	FY 2022 - 2023 YTD Actual	FY 2022-2023 YTD Encumbered	FY2023-2024 Proposed Budget
Books/Magazines/Subscriptions	Computer Books and Magazines		\$ 500		\$ 500			\$ 500

TOTAL: WU/IT/Admin/Training and Development

\$ 39 \$ 2,000 \$ 6,600 \$ - \$ - \$ 6,600

Line Item	Notes	FY 2020 - 2021 Actual	FY 2021 - 2022 Budget	FY 2021 - 2022 Actual	FY 2022 - 2023 Budget	FY 2022 - 2023 YTD Actual	FY 2022-2023 YTD Encumbered	FY2023-2024 Proposed Budget
IT Training	Training for IT Personnel (formal training, including and not limited to: Great Plains, SQL Server, and SharePoint.) In person training opportunities.		\$ 2,000		\$ 5,000			\$ 5,000
Online Courses	online informal (KB Nuggets, Coursera) 4 @ 400				\$ 1,600			\$ 1,600

TOTAL: WU/IT/Admin/Meeting Expense

\$ 8,000 \$ 966 \$ - \$ 8,000

Line Item	Notes	FY 2020 - 2021 Actual	FY 2021 -2022 Budget	FY 2021 - 2022 Actual	FY 2022 -2023 Budget	FY 2022 - 2023 YTD Actual	FY 2022-2023 YTD Encumbered	FY2023-2024 Proposed Budget
Training - Various	As needed on-island and/or off-island training registration to assist with the professional development of the Information Technology Division's staff. (i.e. Law, Legislation, Regulation updates & changes, ESRI, GIS & GPS Concepts, Microsoft Training, Networking, Server Systems, Business Writing, etc).		\$ -		\$ 8,000			\$ 8,000

TOTAL: WU/IT/Capital Outlay - Rehabilitation and Replacement/Misc. Capital Purchases \$ 46,325 \$ 179,000 \$ 2,105,000 \$ 344,315 \$ (249,414) \$ 1,785,000

Line Item	Notes	FY 2020 - 2021 Actual	FY 2021-2022 Proposed Budget	FY 2021 - 2022 Actual	FY 2022 -2023 Budget	FY 2022 - 2023 YTD Actual	FY 2022-2023 YTD Encumbered	FY2023-2024 Proposed Budget
Purchase of a Replacement Maintenance Management Information System (MMIS)	Purchase MMIS software, inc. 1st year service contract		\$ 15,000		\$ 650,000			
Purchase of New/Replacement Computer	Replacement of WS/Servers, batteries		\$ 90,000		\$ 90,000			\$ 20,000
	Servers				\$ 200,000			\$ 20,000
	Switches				\$ 60,000			\$ 10,000
	Routers				\$ 15,000			\$ 25,000
Upgrade of Scada and Replacement of Servers	Upgrade of SCADA & Replacement of Servers - Total of 2,318,000 is for 5 year total costs; Current request is for Workstation replacements; Server upgrades; and software upgrades.		\$ -		\$ -			
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		\$ 20,000		\$ 10,000			\$ 10,000
Audio Equipment	Replacement of Board Recording System							
Phone System	Upgrade phone system		\$ 50,000		\$ 60,000			\$ 60,000
Security Camera Replacement	baseyard replacement x 12, server for 45 cam		\$ 4,000		\$ 200,000			
	Admin employee safety; consult, cameras, mount				\$ 70,000			
New Billing System	Implementation of a New Customer Information System (CIS) for Billing & Collection.				\$ 750,000			\$ 1,600,000
Computer Purchase	replacement computers							\$ 40,000

TOTAL: WU/IT/Capital Outlay - Expansion/Misc. Capital Purchases \$ 50,980 \$ 120,000 \$ 72,000 \$ 63,715 \$ (61,338) \$ 70,000

Line Item	Notes	FY 2020 - 2021 Actual	FY 2021-2022 Proposed Budget	FY 2021 - 2022 Actual	FY 2022 -2023 Budget	FY 2022 - 2023 YTD Actual	FY 2022-2023 YTD Encumbered	FY2023-2024 Proposed Budget
Develop Web based GIS viewer and mapping layers	Develop GIS Technologies and Process		\$ 50,000		\$ -			
Purchase of New Computers/Servers/Storage	New purchases; batteries/surge protection devices		\$ 20,000		\$ 45,000			\$ 25,000
Customized Search Feature for SharePoint								
800 Mhz Radios	Emergency Communication Equipment							
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.		\$ 20,000		\$ 20,000			\$ 20,000
Website Replacement	Develop DOW website		\$ 30,000		\$ -			\$ -
Trimble	Handheld device for Meter Readers				\$ 7,000			\$ 25,000

Engineering Division

Program Budget - FY 2023 – 2024

Program Description:

The Engineering Division is responsible for the planning, design, and construction oversight needed to provide current and future customers with high quality service in alignment with the Department of Water'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 Kaua'i. The program assesses the Department's water systems infrastructure and coordinates with customers for their water system planning, design and construction (e.g., subdivisions, zoning and land use amendments, resorts, hotels, etc.) to ensure compliance with the Rules and Regulations and Water System Standards of the Department of Water. The program also oversees all of the activities relating to meeting the requirements of the Environmental Protection Agency's (EPA's) Safe Drinking Water Act (SDWA). This includes both microbial and chemical aspects of the regulation.

Program Objectives:

- a. Conduct long-range planning, research, and studies of water usage to monitor and forecast anticipated water system needs for the island of Kaua'i.
- b. Conduct condition assessments, investigations, and analyses of the Department's infrastructure.
- c. Reviews customers' water system planning, design and construction, including subdivision applications, zoning and land use amendments, resorts and hotels, water service requests, etc., to ensure compliance with the Rules and Regulations and Water System Standards of the Department of Water.
- d. Oversee design and construction of water facility infrastructure improvements through the Capital Improvement Program (CIP) program.
- e. Provide information and criteria to Federal, State and County agencies, stakeholder groups and the public to assist with the management and protection of the island's watersheds and water resources.
- f. Maintain maps and records of the Department of Water's infrastructure.
- g. Maintain compliance with the EPA's SDWA.

Program Highlights/Projects:

- a. The Engineering Division is currently updating the Department's long range plan, the Water Systems Investment Plan (WSIP), which is an update to Water Plan 2020.
- b. Projects identified in Water Plan 2020 continue to be designed and constructed. For example, the Kalāheo Water Systems Improvements Project is currently in construction and is the largest construction project for the Department. The Kapa'a 325' Tanks

project is currently bid out and is anticipated to be the second largest construction project.

- c. The Engineering Division is working on the Lead and Copper Rule Revisions (LCRR) Update project to meet the EPA's regulatory requirements.
- d. Review applications for building permits, water service requests, subdivisions, zoning, use permits, additional dwelling units (ADUs), and affordable rental units (ARUs).
- e. The cross connection and backflow prevention program continues to be expanded.
- f. Vacancies continue to be addressed through recruiting. In order to address the current staffing needs, as-needed contracts are being used.

General Expenses - Engineering

Account	Description	FY 2020-2021 Actual	FY 2021-2022 Budget	FY 2021-2022 Actual	FY 2022-2023 Budget	FY 2022-2023 YTD Actual	Encumbered Amount	FY 2023-2024 Proposed Budget
Engineering	Operating Expenses							
10-20-10-540-010	WU/Eng/Admin/Professional Services (Consolidated)	\$ 537,479	\$ 2,925,250	\$ -	\$ 2,925,000	\$ -	\$ -	\$ 3,825,000
10-20-10-540-010	WU/Eng/Admin/Professional Services	\$ 240,789	\$ 245,000	\$ -	\$ 2,925,000	\$ -	\$ -	\$ 3,825,000
10-10-40-540-010	WU/Qual/Purification/Professional Services - General	\$ 27,271	\$ 45,250	\$ -	\$ -	\$ -	\$ -	\$ -
10-21-10-540-010	WU/Const/Admin/Professional Services - General	\$ 263,179	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -
10-22-10-540-010	WU/Plan/Admin/Professional Services	\$ 6,240	\$ 1,635,000	\$ -	\$ -	\$ -	\$ -	\$ -
10-20-10-544-000	WU/Eng/Admin/Freight and Postage Services (Consolidated)	\$ 412	\$ 1,500	\$ -	\$ 3,000	\$ -	\$ -	\$ 3,000
10-20-10-544-000	WU/Eng/Admin/Freight and Postage Services	\$ -	\$ -	\$ -	\$ 3,000	\$ -	\$ -	\$ 3,000
10-10-40-544-000	WU/Qual/Purification/Freight and Postage Services	\$ 412	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -
10-20-10-561-000	WU/Eng/Admin/R & R - Other than Water System (Consolidated)	\$ 36,192	\$ 4,000	\$ -	\$ 5,000	\$ -	\$ -	\$ 5,000
10-20-10-561-000	WU/Eng/Admin/Repairs & Maintenance - Other than Water System	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ 5,000
10-10-40-561-000	WU/Qual/Purification/Repairs and Maintenance - Other than Water System	\$ 6,792	\$ 4,000	\$ -	\$ -	\$ -	\$ -	\$ -
10-21-10-561-000	WU/Const/Admin/Repairs & Maintenance - Other than Water System	\$ 29,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-20-10-563-000	WU/Eng/Admin/Operating Supplies (Consolidated)	\$ 7,425	\$ 20,800	\$ -	\$ 26,000	\$ -	\$ -	\$ 35,000
10-20-10-563-000	WU/Eng/Admin/Operating Supplies	\$ -	\$ 300	\$ -	\$ 26,000	\$ -	\$ -	\$ 35,000
10-10-40-563-000	WU/Qual/Purification/Operating Supplies	\$ 4,779	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -
10-21-10-563-000	WU/Const/Admin/Operating Supplies	\$ 1,529	\$ 4,500	\$ -	\$ -	\$ -	\$ -	\$ -
10-22-10-563-000	WU/Plan/Admin/Operating Supplies	\$ 1,117	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -
10-20-10-570-010	WU/Eng/Admin/Books, Publications, Subscriptions, and Memberships (Consolidated)	\$ 685	\$ 5,250	\$ -	\$ 5,000	\$ -	\$ -	\$ 5,000
10-20-10-570-010	WU/Eng/Admin/Books, Publications, Subscriptions, and Memberships	\$ -	\$ 500	\$ -	\$ 5,000	\$ -	\$ -	\$ 5,000
10-21-10-570-010	WU/Const/Admin/Books, Publications, Subscriptions, and Memberships	\$ 685	\$ 850	\$ -	\$ -	\$ -	\$ -	\$ -
10-22-10-570-010	WU/Plan/Admin/Books, Publications, Subscriptions, and Memberships (N	\$ -	\$ 3,900	\$ -	\$ -	\$ -	\$ -	\$ -
10-20-10-571-010	WU/Eng/Admin/Training and Development (Consolidated)	\$ -	\$ 23,400	\$ -	\$ 26,000	\$ -	\$ -	\$ 25,000
10-20-10-571-010	WU/Eng/Admin/Training and Development	\$ -	\$ 500	\$ -	\$ 26,000	\$ -	\$ -	\$ 25,000
10-10-40-571-010	WU/Qual/Purification/Training and Development	\$ -	\$ 1,600	\$ -	\$ -	\$ -	\$ -	\$ -
10-21-10-571-010	WU/Const/Admin/Training and Development	\$ -	\$ 3,300	\$ -	\$ -	\$ -	\$ -	\$ -
10-22-10-571-010	WU/Plan/Admin/Training and Development	\$ -	\$ 18,000	\$ -	\$ -	\$ -	\$ -	\$ -
10-20-10-572-010	WU/Eng/Admin/Travel and Per Diem (Consolidated)	\$ -	\$ -	\$ -	\$ 65,250	\$ -	\$ -	\$ 65,250
10-20-10-572-010	WU/Eng/Admin/Travel and Per Diem	\$ -	\$ -	\$ -	\$ 65,250	\$ -	\$ -	\$ 65,250
10-21-10-572-010	WU/Const/Admin/Travel and Per Diem	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-22-10-572-010	WU/Plan/Admin/Travel & Per Diem	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-20-10-573-010	WU/Eng/Admin/Meeting Expense (Consolidated)	\$ -	\$ 4,700	\$ -	\$ 16,000	\$ -	\$ -	\$ 16,000
10-20-10-573-010	WU/Eng/Admin/Meeting Expense	\$ -	\$ 200	\$ -	\$ 16,000	\$ -	\$ -	\$ 16,000
10-21-10-573-010	WU/Const/Admin/Meeting Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-22-10-573-010	WU/Plan/Admin/Meeting Expense (NEW)	\$ -	\$ 4,500	\$ -	\$ -	\$ -	\$ -	\$ -
	SUMMARY OF OPERATING EXPENSES	\$ 582,193.55	\$ 2,984,900.00	\$ -	\$ 3,071,250.00	\$ -	\$ -	\$ 3,979,250.00
Engineering	Miscellaneous Capital Outlay							
10-20-00-604-999	WU/Eng/Admin/Capital Outlay - R & R/Misc. Capital Purchases	\$ 4,233	\$ 8,000	\$ -	\$ 20,000	\$ -	\$ -	\$ -
10-10-40-604-999	WU/Eng/Qual/Purification/Misc. Capital Outlay - Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-21-00-604-999	WU/Const/Admin/Misc. Capital Outlay - R & R	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -
10-20-00-605-999	WU/Eng/Admin/Capital Outlay - Exp/Misc. Capital Purchases	\$ -	\$ 10,000	\$ -	\$ 35,000	\$ -	\$ -	\$ 35,000
10-21-00-605-999	WU/Const/Admin/Misc. Capital Outlay - Expansion	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -
	Miscellaneous Capital Outlay	\$ 4,233.00	\$ 38,000.00	\$ -	\$ 55,000.00	\$ -	\$ -	\$ 35,000.00
	ENGINEERING TOTAL - OPERATING & MISCELLANEOUS CAPITAL OUTLAY	\$ 586,426.55	\$ 3,022,900.00	\$ -	\$ 3,126,250.00	\$ -	\$ -	\$ 4,014,250.00

	WU/Eng/Admin/Professional Services	\$ 202,018	\$ 245,000		\$ 2,925,000			\$ 3,825,000
Line Item	Notes	FY 2020 - 2021 Actual	FY 2021 - 2022 Budget	FY 2021 - 2022 Actual	FY 2022 - 2023 Budget	FY 2022 - 2023 Actual	Encumbered Amount	FY 2023 - 2024 Budget
Kauai Watershed Alliance	Renewal of Annual Request				\$ 250,000			\$ 250,000
USGS Ground Monitoring Program	Renewal - Joint Funding Agreement (KDOW - USGS) Ground-Monitoring Program				\$ 45,000			\$ 40,000
USGS Stream Monitoring Program	Funding for streamflow monitoring at three sites							\$ 40,000
Technical Design Services	Planning, Environmental and Professional Design Services				\$ 750,000			\$ 1,000,000
Project Management and Inspectional Services	As-Needed Project Management and Inspectional Services				\$ 1,000,000			\$ 1,000,000
Specialty Technical Services	Hazardous Material Survey & Specialty Engineering Services				\$ 500,000			\$ 100,000
Surveying	As-needed surveying services		\$ 20,000		\$ 50,000			\$ 15,000
Title searches	Title searches, as needed	\$ -	\$ 25,000		\$ -			\$ -
Kukuiolono Tank Site Exchange	Site assessment for hazardous materials, demolition of tank; this is a precondition of the land swap needed for ongoing capital project to design a new tank; Title Insurance, Escrow & Appraisals		\$ 50,000		\$ -			\$ 50,000
Weke, Anae, Mahimahi and Hee Roads CM	Construction management for Weke, Anae, Mahimahi and Hee Roads 6" and 8" Main Replacement							\$ 400,000
Kūhiō Highway (Hardy-Oxford) CM	Construction management for Kūhiō Highway (Hardy-Oxford) 16" Main Replacement							\$ 200,000
SDWA Testing	EPA mandated compliance monitoring, water sample testing services (Contract Lab Services)				\$ 80,000			\$ 80,000
LCRR Update	Lead and Copper Rule Revisions (LCRR) Update to meet EPA regulatory deadlines							\$ 600,000
Water System Investment Plan (WSIP)	Long range plan update				\$ -			\$ 50,000
STOP - Correct Sum at top if there are more than 40 line items								
** \$1,576 used for 1st amend for Island Wide Vulnerability Assessment in Dec 2019 (ERP)								
** additional \$66,716.92 proposed to be used (Jan 2020) for buidling permit plans for Ops temp offices								
^^ funds used for the 1st amend for the Island Wide Vulnerability Assessment in Dec 2019 (ERP)								

TOTAL:		\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ 5,000	
Line Item	Notes	FY 2020 - 2021 Actual	FY 2021 - 2022 Budget	FY 2021 - 2022 Actual	FY 2022 - 2023 Budget	FY 2022 - 2023 Actual	Encumbered Amount	FY 2023 - 2024 Budget
WU/Eng/Admin/Books, Publications, Subscriptions, and Memberships								
American Planning Association	Annual membership for Engineering Division representatives to attend and participate in Planning events, training and updates as it relates to the water industry and other stakeholder and utilities.				\$ 2,000			\$ 2,000
Books/Manuals/Reference Materials	Annual purchase of reference materials as required: ASTM Manuals, AWWA Manuals, Cross-Connection Control Manual, Uniform Building Code, Uniform Plumbing Code, etc. relating to the Engineering Division functional responsibility				\$ 2,000			\$ 2,000
Contractors Association of Kauai	Annual membership for Engineering Division representative to attend and participate in Contractors Association of Kauai events, training and updates as it relates to the water related construction aspects of the construction industry.				\$ 1,000			\$ 1,000

TOTAL:		WU/Eng/Admin/Travel and Per Diem	\$	-	\$	-	\$	-	\$ 65,250	\$	-	\$	-	\$ 65,250
Line Item	Notes	FY 2020 - 2021 Actual	FY 2021 - 2022 Budget	FY 2021 - 2022 Actual	FY 2022 - 2023 Budget	FY 2022 - 2023 Actual	Encumbered Amount	FY 2023 - 2024 Budget						
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)				\$ 3,750			\$ 3,750						
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)				\$ 8,500			\$ 8,500						
AWWA Water Infrastructure Conference	Travel accommodations and per diem for two (2) staff members to attend the AWWA Water Infrastructure Conference. (Estimate: air fare \$2000, lodging & ground transportation \$4000, per diem \$2500)				\$ 8,500			\$ 8,500						
AWWA Water Quality Technology Conference	Travel accommodations and per diem for two (2) staff members to attend the AWWA Water Quality Technology Conference. (Estimate: air fare \$2000, lodging & ground transportation \$4000, per diem \$2500)				\$ 8,500			\$ 8,500						
Conference/Training - Various	Travel accommodations and per diem for eight (8) staff member trips to attend off island training & meetings. (Estimate: air fare \$1750, lodging & ground transportation \$2500, per diem \$1500).				\$ 5,750			\$ 5,750						
DBIA - Design-Build Water/Wastewater Conference	Travel accommodations and per diem for two (2) staff members to attend the DBIA Design-Build Water/Wastewater Conference. (Estimate: air fare \$2000, lodging & ground transportation \$3500, per diem \$2000)				\$ 7,500			\$ 7,500						
ESRI User Conference	Travel accommodations and per diem for two (2) staff member to attend the annual ESRI User Conference. (Estimate: air fare \$2000, lodging & ground transportation \$4000, per diem \$2500)				\$ 8,500			\$ 8,500						
ESRI Water GIS Conference	Travel accommodations and per diem for two (2) staff members to attend the annual ESRI Water Utilities Conference. (Estimate: air fare \$2000, lodging & ground transportation \$4000, per diem \$2500)				\$ 8,500			\$ 8,500						
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)				\$ 5,750			\$ 5,750						

General Expenses - Engineering

TOTAL:		WU/Eng/Admin/Meeting Expense		\$ 200	\$ -	\$16,000	\$ -	\$ -	\$16,000
Line Item	Notes	FY 2020 - 2021 Actual	FY 2021 - 2022 Budget	FY 2021 - 2022 Actual	FY 2022 - 2023 Budget	FY 2022 - 2023 Actual	Encumbered Amount	FY 2023 - 2024 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.				\$ 700			\$ 700	
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.				\$ 1,750			\$ 1,750	
AWWA Water Infrastructure Conference	Registration for two (2) staff members to attend the AWWA Water Infrastructure Conference (WIC). The AWWA WIC conference includes, water infrastructure area continuing education, focused water infrastructure utility classes and training and professional networking with industry professionals to assist with the professional development of water utility staff and supervisors. Attendees will learn & understand updates and advancements in water infrastructure research and best practices to continue to advance the Department's infrastructure research, compliance and outreach program.				\$ 1,750			\$ 1,750	
AWWA Water Quality Technology Conference	Registration for two (2) staff members to attend the AWWA Water Quality Technology Conference (WQTC). The AWWA WQTC conference includes, water quality area continuing education, focused water quality utility classes and training and professional networking with industry professionals to assist with the professional development of water quality staff and supervisors. Attendees will learn & understand updates and advancements in water quality research and best practices to continue to advance the Department's water quality research, compliance and outreach program.				\$ 1,750			\$ 1,750	
Conference/Training Registration - Various	Registration fees for staff to attend various on-island and off-island professional development training, certification and conferences.				\$ 3,000			\$ 3,000	
DBIA - Design-Build Water/Wastewater Conference	Registration for two (2) staff members to attend the DBIA Design-Build Water/Wastewater Conference (DBWWC). The DBWWC includes, water design-build continuing education, focused water design-build classes and training and professional networking with industry professionals to assist with the professional development of water utility staff and supervisors. Attendees will learn & understand updates and advancements in water design-build methods and best practices to continue to advance the Department's infrastructure implementation program.				\$ 1,750			\$ 1,750	
ESRI User Conference	Registration for two (2) 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.				\$ 3,800			\$ 3,800	
ESRI Water GIS Conference	Registration for two (2) staff members 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.				\$ 1,500			\$ 1,500	

TOTAL: WU/Eng/Admin/Misc. Capital Outlay - R&R		\$ 4,233	\$ 8,000		\$ 20,000		\$ -	\$ -
Line Item	Notes	FY 2020 - 2021 Actual	FY 2021 - 2022 Budget	FY 2021 - 2022 Actual	FY 2022 - 2023 Budget	FY 2022 - 2023 YTD Actual	Encumbered Amount	FY 2023 - 2024 Budget
10-20-00-604-999	Permit fees and project related start-up fees	\$ 4,233	\$ 8,000		\$ 20,000			\$ -

TOTAL: WU/Eng/Admin/Capital Outlay - Expansion/Capital Purchases \$ - \$ 10,000 \$ - \$ 35,000 \$ - \$ - \$ 35,000

Line Item	Notes	FY 2020 - 2021 Actual	FY 2021 - 2022 Budget	FY 2021 - 2022 Actual	FY 2022 - 2023 Budget	FY 2022 - 2023 YTD Actual	Encumbered Amount	FY 2023 - 2024 Budget
10-20-00-605-999	Permit fees and project related start-up fees	\$ -	\$ 10,000		\$ 10,000			\$ 10,000
10-20-40-605-999	Microbiological Laboratory Equipment: LuminUltra Q-16 Real Time qPCR Equipment (Non-compliance real time microbiological sampling equipment)				\$ 20,000			\$ 20,000
10-20-00-605-999	Microbiology field sampling station				\$ 5,000			\$ 5,000

5 Year CIP (FY24-28)											
Proj. No.	Account No.	Account Name	Project Name	Expansion R&R	Design Construction CM	Fund	FY24	FY25	FY26	FY27	FY28
WK-39	20-20-00-605-117	FRC Fund (Capital Proj - Expansion - Design)	Drill and Test Kapa'a Homesteads Well No. 4	Expansion	Design	FRC					
WK-39	20-21-00-605-155	FRC Fund (Capital Proj - Expansion - Const)	Drill and Test Kapa'a Homesteads Well No. 4	Expansion	Construction	FRC					
WK-39	10-20-10-540-010	WU/Eng/Admin/ Professional Services	Drill and Test Kapa'a Homesteads Well No. 4	Expansion	CM	WUF					
WK-39	20-20-00-605-117	FRC Fund (Capital Proj - Expansion - Design)	Kapa'a Homesteads Well No. 4 Pump and Controls	Expansion	Design/Build	FRC	\$700,000				
WK-39	30-21-00-605-118	Bond Fund (Capital Proj - Exp - Const)	Kapa'a Homesteads Well No. 4 Pump and Controls	Expansion	Design/Build	BAB	\$2,600,000				
WK-39	40-21-00-605-118	Grant Fund (Capital Proj - Exp - Const)	Kapa'a Homesteads Well No. 4 Pump and Controls	Expansion	Design/Build	SAA	\$2,600,000				
WK-39	10-20-10-540-010	WU/Eng/Admin/ Professional Services	Kapa'a Homesteads Well No. 4 Pump and Controls	Expansion	CM	WUF					
PLH-35b	20-20-00-605-117	FRC Fund (Capital Proj - Expansion - Design)	Kapaia Cane Haul Road 18" Main	Expansion	Design	FRC		\$200,000			
PLH-35b	30-21-00-605-017	Bond Fund (Capital Proj - Exp - Const)	Kapaia Cane Haul Road 18" Main	Expansion	Construction	BAB					
PLH-35b	10-20-10-540-010	WU/Eng/Admin/ Professional Services	Kapaia Cane Haul Road 18" Main	Expansion	CM	WUF					
WKK-03	10-20-00-604-009	WUF (Capital Outlay - R&R - Design)	Kilauea Wells 1 & 2 MCC, Chlorination Facilities	R&R	Design	WUF					
WKK-03	10-21-00-604-157	WUF / Const / R&R & Exp	Kilauea Wells 1 & 2 MCC, Chlorination Facilities	R&R	Construction	WUF					
WKK-03	10-20-10-540-010	WU/Eng/Admin/ Professional Services	Kilauea Wells 1 & 2 MCC, Chlorination Facilities	R&R	CM	WUF					
WK-08			Kapa'a 325' Tanks - Two 0.5 MG Tanks	Expansion	Construction	BAB	\$5,500,000				
WK-08			Kapa'a 325' Tanks - Two 0.5 MG Tanks	Expansion	Construction	BAB					
WK-08	40-21-00-605-116	Grant Fund (Capital Proj - Exp - Const)	Kapa'a 325' Tanks - Two 0.5 MG Tanks	Expansion	Construction	SAA					
K-01	10-20-00-604-009	WUF (Capital Outlay - R&R - Design)	Kalāheo Water System Improvements, Packages A, B, C	R&R	Design	WUF					
K-01	10-21-00-604-157	WUF / Const / R&R & Exp	Kalāheo Water System Improvements, Packages A, B, C	R&R	Construction	WUF					
K-01	10-20-10-540-010	WU/Eng/Admin/ Professional Services	Kalāheo Water System Improvements, Packages A, B, C	R&R	CM	WUF					
WKK-02	20-20-00-605-117	FRC Fund (Capital Proj - Expansion - Design)	Kīlauea Well No. 4 Drill and Test	Expansion	Design	FRC					
WKK-02	20-21-00-605-155	FRC Fund (Capital Proj - Expansion - Const)	Kīlauea Well No. 4 Drill and Test	Expansion	Construction	FRC	\$2,000,000				
WKK-02	10-20-10-540-010	WU/Eng/Admin/ Professional Services	Kīlauea Well No. 4 Drill and Test	Expansion	CM	WUF					
H-08	20-20-00-605-117	FRC Fund (Capital Proj - Expansion - Design)	Drill and Test Hanalei Well No. 2	Expansion	Design	FRC	\$200,000				

H-08	20-21-00-605-155	FRC Fund (Capital Proj - Expansion - Const)	Drill and Test Hanalei Well No. 2	Expansion	Construction	FRC		\$2,000,000				
H-08	10-20-10-540-010	WU/Eng/Admin/ Professional Services	Drill and Test Hanalei Well No. 2	Expansion	CM	WUF						
HW-12	20-20-00-605-117	FRC Fund (Capital Proj - Expansion - Design)	Drill and Test Wainiha Well No. 4	Expansion	Design	FRC	\$200,000					
HW-12	20-21-00-605-155	FRC Fund (Capital Proj - Expansion - Const)	Drill and Test Wainiha Well No. 4	Expansion	Construction	FRC		\$2,000,000				
HW-12	10-20-10-540-010	WU/Eng/Admin/ Professional Services	Drill and Test Wainiha Well No. 4	Expansion	CM	WUF						
PLH-27	10-20-00-604-009	WUF (Capital Outlay - R&R - Design)	Kūhiō Highway (Hardy-Oxford) 16" Main Replacement	R&R	Design	WUF						
PLH-27	10-21-00-604-157	WUF / Const / R&R & Exp	Kūhiō Highway (Hardy-Oxford) 16" Main Replacement	R&R	Construction	WUF	\$2,000,000	\$2,000,000				
PLH-27	10-20-10-540-010	WU/Eng/Admin/ Professional Services	Kūhiō Highway (Hardy-Oxford) 16" Main Replacement	R&R	CM	WUF	\$200,000					
WK-23	20-20-00-605-117	FRC Fund (Capital Proj - Expansion - Design)	UH Experimental Station 605' Tank	Expansion	Design	FRC						
WK-23	20-21-00-605-155	FRC Fund (Capital Proj - Expansion - Const)	UH Experimental Station 605' Tank	Expansion	Construction	FRC		\$3,000,000	\$2,000,000			
WK-23	10-20-10-540-010	WU/Eng/Admin/ Professional Services	UH Experimental Station 605' Tank	Expansion	CM	FRC						
WKK-15	20-20-00-605-117	FRC Fund (Capital Proj - Expansion - Design)	Kīlauea 1.0 MG Tank	Expansion	Design	FRC						
WKK-15	30-21-00-605-136	Bond Fund (Capital Proj - Exp - Const)	Kīlauea 1.0 MG Tank	Expansion	Construction	BAB		\$2,000,000				
WKK-15	20-21-00-605-155	FRC Fund (Capital Proj - Expansion - Const)	Kīlauea 1.0 MG Tank	Expansion	Construction	FRC			\$3,500,000			
WKK-15	10-20-10-540-010	WU/Eng/Admin/ Professional Services	Kīlauea 1.0 MG Tank	Expansion	CM	WUF						
WK-25	10-20-00-604-009	WUF (Capital Outlay - R&R - Design)	Kūhiō Highway (N. Papaloa - Kawaihau) 16" and 12" Main Replacement	R&R	Design	WUF						
WK-25	10-21-00-604-157	WUF / Const / R&R & Exp	Kūhiō Highway (N. Papaloa - Kawaihau) 16" and 12" Main Replacement	R&R	Construction	WUF		\$10,000,000	\$10,000,000			
WK-25	10-20-10-540-010	WU/Eng/Admin/ Professional Services	Kūhiō Highway (N. Papaloa - Kawaihau) 16" and 12" Main Replacement	R&R	CM	WUF						
HW-11	20-20-00-605-117	FRC Fund (Capital Proj - Expansion - Design)	Haena 0.2 MG Storage Tank, 144'	Expansion	Design	FRC						
HW-11	20-21-00-605-155	FRC Fund (Capital Proj - Expansion - Const)	Haena 0.2 MG Storage Tank, 144'	Expansion	Construction	FRC		\$2,500,000	\$3,000,000			
HW-11	10-20-10-540-010	WU/Eng/Admin/ Professional Services	Haena 0.2 MG Storage Tank, 144'	Expansion	CM	WUF						
WK-34	10-20-00-604-009	WUF (Capital Outlay - R&R - Design)	Kuamoo Road 8" Main Replacement	R&R	Design	WUF						
WK-34	10-21-00-604-157	WUF / Const / R&R & Exp	Kuamoo Road 8" Main Replacement	R&R	Construction	WUF		\$4,000,000	\$4,000,000			
WK-34	10-20-10-540-010	WU/Eng/Admin/ Professional Services	Kuamoo Road 8" Main Replacement	R&R	CM	WUF						

WK-20	10-20-00-604-009	WUF (Capital Outlay - R&R - Design)	Puupilo 0.125 MG Steel Tank Rehabilitation	R&R	Design	WUF						
WK-20	10-21-00-604-157	WUF / Const / R&R & Exp	Puupilo 0.125 MG Steel Tank Rehabilitation	R&R	Construction	WUF		\$2,000,000	\$2,000,000			
WK-20	10-20-10-540-010	WU/Eng/Admin/ Professional Services	Puupilo 0.125 MG Steel Tank Rehabilitation	R&R	CM	WUF						
HE-03a	10-20-00-604-009	WUF (Capital Outlay - R&R - Design)	Hanapēpē Town Well MCC, Chlorination Facilities	R&R	Design	WUF						
HE-03a	10-21-00-604-157	WUF / Const / R&R & Exp	Hanapēpē Town Well MCC, Chlorination Facilities	R&R	Construction	WUF		\$2,000,000	\$2,000,000			
HE-03a	10-20-10-540-010	WU/Eng/Admin/ Professional Services	Hanapēpē Town Well MCC, Chlorination Facilities	R&R	CM	WUF						
WK-10	10-20-00-604-009	WUF (Capital Outlay - R&R - Design)	Wailua Homesteads 1.0 MG Storage Tank, 538'	R&R	Design	WUF		\$500,000				
WK-10	10-21-00-604-157	WUF / Const / R&R & Exp	Wailua Homesteads 1.0 MG Storage Tank, 538'	R&R	Construction	WUF				\$2,000,000	\$3,500,000	
WK-10	10-20-10-540-010	WU/Eng/Admin/ Professional Services	Wailua Homesteads 1.0 MG Storage Tank, 538'	R&R	CM	WUF						
PLH-28	10-20-00-604-009	WUF (Capital Outlay - R&R - Design)	Hanamā'ulu 6" Main Replacement, 13,500'	R&R	Design	WUF	\$300,000	\$300,000				
PLH-28	10-21-00-604-157	WUF / Const / R&R & Exp	Hanamā'ulu 6" Main Replacement, 13,500'	R&R	Construction	WUF			\$5,000,000	\$6,000,000		
PLH-28	10-20-10-540-010	WU/Eng/Admin/ Professional Services	Hanamā'ulu 6" Main Replacement, 13,500'	R&R	CM	WUF						
LO-08	10-20-00-604-009	WUF (Capital Outlay - R&R - Design)	Kōloa Road (Alaloke Place - Piko Road) 8" Main Replacement, 1,700'	R&R	Design	WUF	\$150,000	\$200,000				
LO-08	10-21-00-604-157	WUF / Const / R&R & Exp	Kōloa Road (Alaloke Place - Piko Road) 8" Main Replacement, 1,700'	R&R	Construction	WUF			\$2,000,000	\$2,500,000		
LO-08	10-20-10-540-010	WU/Eng/Admin/ Professional Services	Kōloa Road (Alaloke Place - Piko Road) 8" Main Replacement, 1,700'	R&R	CM	WUF						
LO-11	10-20-00-604-009	WUF (Capital Outlay - R&R - Design)	Lawai Road 6"and 8" Main Replacement, 6,400'	R&R	Design	WUF	\$200,000	\$300,000				
LO-11	10-21-00-604-157	WUF / Const / R&R & Exp	Lawai Road 6"and 8" Main Replacement, 6,400'	R&R	Construction	WUF			\$3,000,000	\$3,500,000		
LO-11	10-20-10-540-010	WU/Eng/Admin/ Professional Services	Lawai Road 6"and 8" Main Replacement, 6,400'	R&R	CM	WUF						
H-05	10-20-00-604-009	WUF (Capital Outlay - R&R - Design)	Weke, Anae, Mahimahi and Hee Roads 6" and 8" Main Replacement	R&R	Design	WUF						
H-05	10-21-00-604-157	WUF / Const / R&R & Exp	Weke, Anae, Mahimahi and Hee Roads 6" and 8" Main Replacement	R&R	Construction	WUF	\$4,000,000					
H-05	10-20-10-540-010	WU/Eng/Admin/ Professional Services	Weke, Anae, Mahimahi and Hee Roads 6" and 8" Main Replacement	R&R	CM	WUF	\$400,000					
K-05a	10-20-00-604-009	WUF (Capital Outlay - R&R - Design)	Kalāheo New Tank, 0.5 MG, 866'	R&R	Design	WUF	\$300,000	\$300,000				
K-05a	10-21-00-604-157	WUF / Const / R&R & Exp	Kalāheo New Tank, 0.5 MG, 866'	R&R	Construction	WUF			\$2,000,000	\$3,500,000		
K-05a	10-20-10-540-010	WU/Eng/Admin/ Professional Services	Kalāheo New Tank, 0.5 MG, 866'	R&R	CM	WUF						

PLH-12	10-20-00-604-009	WUF (Capital Outlay - R&R - Design)	Kilohana Wells A, B, F & I Permanent Generator Building	R&R	Design	WUF					
PLH-12	10-21-00-604-157	WUF / Const / R&R & Exp	Kilohana Wells A, B, F & I Permanent Generator Building	R&R	Construction	WUF		\$1,000,000			
PLH-12	10-20-10-540-010	WU/Eng/Admin/ Professional Services	Kilohana Wells A, B, F & I Permanent Generator Building	R&R	CM	WUF					
PLH-12	10-20-00-604-009	WUF (Capital Outlay - R&R - Design)	Kilohana Wells MCC, Chlorination Facility	R&R	Design	WUF	\$500,000				
PLH-12	10-21-00-604-157	WUF / Const / R&R & Exp	Kilohana Wells MCC, Chlorination Facility	R&R	Construction	WUF		\$5,000,000			
PLH-12	10-20-10-540-010	WU/Eng/Admin/ Professional Services	Kilohana Wells MCC, Chlorination Facility	R&R	CM	WUF					
WK-33	10-20-00-604-009	WUF (Capital Outlay - R&R - Design)	Kahuna Road 12" Main Replacement, 9,500'	R&R	Design	WUF	\$200,000	\$300,000			
WK-33	10-21-00-604-157	WUF / Const / R&R & Exp	Kahuna Road 12" Main Replacement, 9,500'	R&R	Construction	WUF			\$4,000,000	\$4,500,000	
WK-33	10-20-10-540-010	WU/Eng/Admin/ Professional Services	Kahuna Road 12" Main Replacement, 9,500'	R&R	CM	WUF					
H-07	10-20-00-604-009	WUF (Capital Outlay - R&R - Design)	Hanalei 0.15 MG Tank, Abandoned Hanalei Tank	R&R	Design	WUF		\$200,000			
H-07	10-21-00-604-157	WUF / Const / R&R & Exp	Hanalei 0.15 MG Tank, Abandoned Hanalei Tank	R&R	Construction	WUF			\$1,000,000	\$3,000,000	
H-07	10-20-10-540-010	WU/Eng/Admin/ Professional Services	Hanalei 0.15 MG Tank, Abandoned Hanalei Tank	R&R	CM	WUF					
			Kokolau Water Treatment and Pipeline Replacement		Design		\$3,000,000				
			Kokolau Water Treatment and Pipeline Replacement		Construction			\$30,000,000			
			Kokolau Water Treatment and Pipeline Replacement		CM						
WK-19	10-20-00-604-009	WUF (Capital Outlay - R&R - Design)	Puuopae/Opaekaa/Kalama/Kipapa Roads 8" Main Replacement, 15,417'	R&R	Design	WUF		\$400,000	\$400,000		
WK-19	10-21-00-604-157	WUF / Const / R&R & Exp	Puuopae/Opaekaa/Kalama/Kipapa Roads 8" Main Replacement, 15,417'	R&R	Construction	WUF				\$8,000,000	
WK-19	10-20-10-540-010	WU/Eng/Admin/ Professional Services	Puuopae/Opaekaa/Kalama/Kipapa Roads 8" Main Replacement, 15,417'	R&R	CM	WUF					
	10-20-00-604-009	WUF (Capital Outlay - R&R - Design)	Kukuilono Tank Demo	R&R	Design	WUF					
	10-21-00-604-157	WUF / Const / R&R & Exp	Kukuilono Tank Demo	R&R	Construction	WUF					
	N/A	N/A	Kukuilono Tank Demo	R&R	CM	N/A					
	10-21-00-604-157	WUF / Const / R&R & Exp	AMI Meter Replacement	R&R	Construction	WUF	\$5,000,000	\$5,000,000	\$5,000,000	\$5,000,000	
	10-20-00-604-009	WUF (Capital Outlay - R&R - Design)	Hanapepe Well Dry Access - Stream Crossing (Needs EIS) or Road from Awawa	R&R	Design	WUF		\$500,000			
	10-21-00-604-157	WUF / Const / R&R & Exp	Hanapepe Well Dry Access - Stream Crossing (Needs EIS) or Road from Awawa	R&R	Construction	WUF					
	10-20-10-540-010	WU/Eng/Admin/ Professional Services	Hanapepe Well Dry Access - Stream Crossing (Needs EIS) or Road from Awawa	R&R	CM	WUF					
	10-20-00-604-009	WUF (Capital Outlay - R&R - Design)	Waimea - Faye House Pipeline - On Surface, Needs Repair & Replacement	R&R	Design	WUF		\$300,000			

	10-21-00-604-157	WUF / Const / R&R & Exp	Waimea - Faye House Pipeline - On Surface, Needs Repair & Replacement	R&R	Construction	WUF			\$3,000,000		
	10-20-10-540-010	WU/Eng/Admin/ Professional Services	Waimea - Faye House Pipeline - On Surface, Needs Repair & Replacement	R&R	CM	WUF					
	10-20-00-604-009	WUF (Capital Outlay - R&R - Design)	Replace Grove Farm Tanks #1 & #2 and Well on Tank Site and Tunnel?	R&R	Design	WUF					
	10-21-00-604-157	WUF / Const / R&R & Exp	Replace Grove Farm Tanks #1 & #2 and Well on Tank Site and Tunnel?	R&R	Construction	WUF					
	10-20-10-540-010	WU/Eng/Admin/ Professional Services	Replace Grove Farm Tanks #1 & #2 and Well on Tank Site and Tunnel?	R&R	CM	WUF					
	10-20-00-604-009	WUF (Capital Outlay - R&R - Design)	Tank Remediation and Repair	R&R	Design	WUF	\$500,000				
	10-21-00-604-157	WUF / Const / R&R & Exp	Tank Remediation and Repair	R&R	Construction	WUF	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000
					Total		\$32,550,000	\$78,000,000	\$53,900,000	\$40,000,000	\$5,500,000

*SAA - State Appropriation Allotment

FISCAL DIVISION

PROGRAM BUDGET – FY 2023-2024

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, accounts payable, utility plant accounting, meter reading, customer billing and accounting and; preparation of financial and statistical reports; conducting internal audits and preparing the financial statements for yearly audit and assisting 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 manage the department's budget and ensure 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.
3. To process accounts payable and issue payments.
4. To ensure accountability of the Utility Plant Assets and Property.

Customer Service

1. To perform meter reading of customer water usage to bill customers monthly.

2. To create Daily field activities reports for Ops to turn on/turn off meters.
3. To assist customers with leak problems; and perform customer meter profiles.
4. To provide timely billing, process daily payments and customer deposits.
5. To process meter applications.
6. To assist customer inquiries on water bills, payments, and other related billing matters.

Fiscal Ongoing Activities and Initiatives:

1. To perform Annual Water Audit.
2. To prepare Financial Statements for Annual Financial Audit.
3. To prepare Annual Operating and Capital Outlay budgets.
4. To maintain Fixed Assets records and subsidiary ledgers.
5. To review purchase orders, process invoices and pay vendors weekly.
6. To audit timesheets and process payroll bi-monthly.
7. To perform bank and investment reconciliation.

Accounting System:

1. To prepare a monthly financial report and submit it to the Board of Water Supply for their review, discussions, and appropriate actions as necessary.
2. Compile from each division and prepare the annual proposed Operating and Capital Outlay budgets of the DOW.
3. Workday software for countywide payroll was implemented and is now being used.

Customer Service:

1. To process application for water service, meter turn-ons, transfers, and meter turn-offs.
2. To process customer payments. Customers can pay their bills in the main building lobby from 8:00 a.m. to 4:00 p.m. A drive thru The parking lot drop box is available 24 hours a day. Other payment options are available such as online payment through a hosted customer portal and auto bill pay by setting up for automatic recurring payment at the main building billing office.
3. To perform daily cash reconciliation and daily bank deposits.
4. To read meters monthly and bill customers monthly.
5. To assist customers with high water usage investigations and perform meter profiles.

Account	Description	FY 2020-2021 Actual	FY 2021-2022 Budget	FY 2021-2022 Actual	FY 2022-2023 Budget	FY 2022-2023 Actual	Encumbrance Amount	FY 2023-2024 Proposed
Water Utility Fund		\$ 270,936	\$ 249,106	\$ 214,680	\$ 271,790	\$ 74,953	\$ -	\$ 307,680
10-30-20-540-010	WU/Bill/Collection/Professional Services - General	\$ 109,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-30-20-541-010	WU/Bill/Collection/Other Services	\$ 21,280	\$ 26,700	\$ 24,618	\$ 33,200	\$ 33,200	\$ -	\$ 33,200
10-30-20-541-020	WU/Bill/Collection/Billing Costs	\$ 134,244	\$ 214,556	\$ 165,759	\$ 223,790	\$ 35,455	\$ -	\$ 259,030
10-30-20-561-000	WU/Bill/Collection/Repairs & Maintenance - Other Than Water System	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-30-20-563-000	WU/Bill/Collection/Operating Supplies	\$ 6,212	\$ 4,500	\$ 24,304	\$ 6,500	\$ 6,148	\$ -	\$ 7,150
10-30-20-570-010	WU/Bill/Collection/Books, Publications, Subscriptions, and Memberships	\$ -	\$ 350	\$ -	\$ 300	\$ 150	\$ -	\$ 300
10-30-20-571-010	WU/Bill/Collection/Training and Development	\$ -	\$ 3,000	\$ -	\$ 3,000	\$ -	\$ -	\$ 3,000
10-30-20-572-010	WU/Bill/Collection/Travel and Per Diem	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ 5,000
10-30-20-573-010	WU/Bill/Collection/Meeting Expense	\$ -	\$ -	\$ -	\$ 600	\$ -	\$ -	\$ 600
Miscellaneous Capital Purchases		\$26,166	\$825,000	\$2,862	\$60,897	\$47,138	\$0	\$50,000
10-30-00-604-999	WU/Bill/Collection/Capital Outlay - R&R/Misc. Capital Purchases	\$ 8,559	\$ 50,000	\$ 2,862	\$ 60,897	\$ 47,138	\$ -	\$ 50,000
10-30-00-605-999	WU/Bill/Collection/Capital Outlay - Expansion/Misc. Capital Purchases	\$17,607	\$775,000	\$0	\$0	\$0	\$0	\$0
	SUMMARY OF OPERATING EXPENSES	\$ 270,936	\$ 249,106	\$ 214,680	\$ 271,790	\$ 74,953	\$ -	\$ 307,680
	SUMMARY OF CAPITAL PURCHASES	\$ 26,166	\$ 825,000	\$ 2,862	\$ 60,897	\$ 47,138	\$ -	\$ 50,000
	OPERATING EXPENSES PLUS CAPITAL OUTLAY	\$ 297,102	\$ 1,074,106	\$ 217,542	\$ 332,687	\$ 122,092	\$ -	\$ 357,680

TOTAL: WU/Bill/Collection/Meeting Expense \$ - \$ - \$ - \$ 600 \$ - \$ 600

Line Item	Notes	FY 2020-2021 Actual	FY 2021-2022 Budget	FY 2021-2022 Actual	FY 2022-2023 Budget	FY 2022-2023 YTD Actual	Encumbrance Amount	FY 2023-2024 Proposed
Registration	GFOA Conference registration		\$ -		\$ 600			\$ 600

TOTAL: WU/Bill/Collection/Capital Outlay - R&R/Misc. **\$ 8,559** **\$ 50,000** **\$ 2,862** **\$ 60,897** **\$ 47,138** **\$ -**
Capital Purchases

Line Item	Notes	FY 2020-2021 Actual	FY 2021-2022 Budget	FY 2021-2022 Actual	FY 2022-2023 Budget	FY 2022-2023 YTD Actual	Encumbrance Amount	FY 2023-2024 Proposed
Lobby	Lobby Assessment (Acoustics & Slippery surface floor		\$ 50,000		\$ -	\$ -		\$ -

TOTAL: WU/Bill/Collection/Capital Outlay - Expansion/Misc. Capital Purchases \$ 17,607 \$ 775,000 \$ - \$ - \$ - \$ -

Line Item	Notes	FY 2020-2021 Actual	FY 2021-2022 Budget	FY 2021-2022 Actual	FY 2022-2023 Budget	FY 2022-2023 YTD Actual	Encumbrance Amount	FY 2023-2024 Proposed
New Billing System	Implementation of a New Customer Information System (CIS) for Billing & Collection. (moved to IT budget)		\$ 750,000		\$ -	\$ -		\$ -
Kiosk			\$ 25,000		\$ -	\$ -		\$ -

General Expenses - Accounting

Account	Description	FY 2020-2021 Actual	FY 2021-2022 Budget	FY 2021-2022 Actual	FY 2022-2023 Budget	FY 2022-2023 Actual	Encumbrance Amount	FY 2023-2024 Proposed
Water Utility Fund		\$ 227,865	\$ 401,510	\$ 167,319	\$ 205,130	\$ 148,270	\$ 18,800	\$ 246,730
10-31-10-540-010	WU/Acctg/Admin/Professional Services - General	\$98,720	\$241,600	\$44,942	\$0	\$41,600	\$0	\$41,600
10-31-10-540-020	WU/Acctg/Admin/Accounting and Auditing	\$84,500	\$106,800	\$74,100	\$120,000	\$88,000	\$18,800	\$120,000
10-31-10-541-010	WU/Acctg/Admin/Other Services - General	\$21,806	\$21,600	\$23,315	\$42,000	\$11,930	\$0	\$42,000
10-31-10-561-000	WU/Acctg/Admin/Repairs & Maintenance - Other than Water System		\$0		\$0	\$0	\$0	\$0
10-31-10-562-000	WU/Acctg/Admin/Office Supplies	\$17,869	\$22,000	\$18,076	\$29,000	\$5,367	\$0	\$29,000
10-31-10-563-000	WU/Acctg/Admin/Operating Supplies	\$1,432	\$3,000	\$4,608	\$4,000	\$1,223	\$0	\$4,000
10-31-10-570-010	WU/Acctg/Admin/Books, Publications, Subscriptions, and Memberships	\$150	\$760	\$300	\$810	\$150	\$0	\$810
10-31-10-571-010	WU/Acctg/Admin/Training and Development	\$3,388	\$5,750	\$1,764	\$3,000	\$0	\$0	\$3,000
10-31-10-572-010	WU/Acctg/Admin/Travel & Per Diem	\$0	\$0	\$214	\$5,720	\$0	\$0	\$5,720
10-31-10-573-010	WU/Acctg/Admin/Meeting Expense	\$0	\$0	\$0	\$600	\$0	\$0	\$600
Capital Purchases		\$0	\$0	\$0	\$0	\$0	\$0	\$0
10-31-00-605-999	WU/Acctg/Admin/Capital Outlay - Expansion/Misc. Capital Purchases	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Accounting (Tess)
	SUMMARY OF OPERATING EXPENSES	\$ 227,865	\$ 401,510	\$ 167,319	\$ 205,130	\$ 148,270	\$ 18,800	\$ 246,730
	SUMMARY OF CAPITAL OUTLAY/ MISC. CAPITAL PURCHASES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	OPERATING EXPENSES PLUS CAPITAL OUTLAY	\$ 227,865	\$ 401,510	\$ 167,319	\$ 205,130	\$ 148,270	\$ 18,800	\$ 246,730

TOTAL: WU/Acctg/Admin/Professional Services - General **\$ 98,720** **\$ 241,600** **\$ 44,942** **\$ 41,600** **\$ 6,953** **\$ 41,600**

Line Item	Notes	FY 2020-2021 Actual	FY 2021-2022 Budget	FY 2021-2022 Actual	FY 2022-2023 Budget	FY 2022-2023 Actual	Encumbrance Amount	FY 2023-2024 Proposed
Bond Counsel	County's allocation to DOW. County makes all decisions regarding issuing and refunding bonds.		\$ 15,000		\$ 15,000			\$ 15,000
Actuarial & Valuation Services	OPEB - Other Post Employment Benefits & ERS - County and/or State - fees and costs allocation to DOW.		\$ 20,600		\$ 20,600			\$ 20,600
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
Rate Modeling & Training	In person training		\$ 100,000		\$ -	\$ -		\$ -
Consulting Services	To assist DOW develop Financial Policies on Financial Planning, Capital Improvement Planning and Prioritization, Debt Issuance and Development of a Capital & Operating Expenditures Budget (moved to Admin)		\$ 100,000		\$ -	\$ -		\$ -

TOTAL: WU/Acctg/Admin/Accounting and Auditing \$ 84,500 \$ 106,800 \$ 74,100 \$ 120,000 \$ 88,000 \$ 18,800 \$ 120,000

Line Item	Notes	FY 2020-2021 Actual	FY 2021-2022 Budget	FY 2021-2022 Actual	FY 2022-2023 Budget	FY 2022-2023 Actual	Encumbrance Amount	FY 2023-2024 Proposed
Auditor	Annual Financial Audit (FY 2022).	\$ 72,000	\$ 86,800		\$ 100,000			\$ 100,000
Consultant	Consulting services as needed.		\$ 20,000		\$ 20,000			\$ 20,000

TOTAL: WU/Acctg/Admin/Other Services - General \$ 21,806 \$ 21,600 \$ 23,315 \$ 42,000 \$ 11,930 \$ 42,000

Line Item	Notes	FY 2020-2021 Actual	FY 2021-2022 Budget	FY 2021-2022 Actual	FY 2022-2023 Budget	FY 2022-2023 Actual	Encumbrance Amount	FY 2023-2024 Proposed
Bank Service Fees	Analysis Charge (Average \$3500 per month)	\$ 14,222	\$ 21,600		\$ 42,000			\$ 42,000

TOTAL: WU/Acctg/Admin/Office Supplies \$ 17,869 \$ 22,000 \$ 18,076 \$ 29,000 \$ 5,367 \$ 29,000

Line Item	Notes	FY 2020-2021 Actual	FY 2021-2022 Budget	FY 2021-2022 Actual	FY 2022-2023 Budget	FY 2022-2023 Actual	Encumbrance Amount	FY 2023-2024 Proposed
Copy Paper	Supplies for all DOW		\$ 5,000		\$ 6,000			\$ 6,000
Office Supplies	Supplies for all DOW - Pens, Pencils, Writing Pads, Binders, Storage Boxes, Folders, Note Pads, Etc		\$ 5,000		\$ 6,000			\$ 6,000
Freight (Office Supplies)			\$ 1,000		\$ 1,000			\$ 1,000
Miscellaneous Forms	Supplies for Letterheads, envelopes, booklet covers		\$ 2,000		\$ 2,000			\$ 2,000
Janitorial Supplies			\$ 7,000		\$ 9,000			\$ 9,000
First Aid Kit	Admin Building		\$ 2,000		\$ 5,000			\$ 5,000

TOTAL: WU/Acctg/Admin/Operating Supplies \$ 1,432 \$ 3,000 \$ 4,608 \$ 4,000 \$ 1,223 \$ 4,000

Line Item	Notes	FY 2020-2021 Actual	FY 2021-2022 Budget	FY 2021-2022 Actual	FY 2022-2023 Budget	FY 2022-2023 Actual	Encumbrance Amount	FY 2023-2024 Proposed
Miscellaneous supplies	Binders and other specialty items not included in the Admin office supply budget	\$ 712	\$ 1,500		\$ 2,000			\$ 2,000
Office and Desk Accessories	Ergonomic/ADA workspace fittings		\$ 1,500		\$ 2,000			\$ 2,000

TOTAL: WU/Acctg/Admin/Books, Publications, Subscriptions, and Memberships \$ 150 \$ 760 \$ 300 \$ 810 \$ 150 \$ 810

Line Item	Notes	FY 2020-2021 Actual	FY 2021-2022 Budget	FY 2021-2022 Actual	FY 2022-2023 Budget	FY 2022-2023 Actual	Encumbrance Amount	FY 2023-2024 Proposed
GFOA	Membership (to secure lower rates on conference fees)	\$ 150	\$ 350	\$ 300	\$ 400			\$ 400
Subscriptions	GFOA subscriptions		\$ 410		\$ 410			\$ 410

TOTAL: WU/Acctg/Admin/Training and Development \$ 3,388 \$ 5,750 \$ 1,764 \$ 3,000 \$ - \$ 3,000

Line Item	Notes	FY 2020-2021 Actual	FY 2021-2022 Budget	FY 2021-2022 Actual	FY 2022-2023 Budget	FY 2022-2023 Actual	Encumbrance Amount	FY 2023-2024 Proposed
Trainings	Staff training	\$ 1,790	\$ 2,000		\$ 3,000			\$ 3,000
	Leadership training		\$ 3,750		\$ -			\$ -

TOTAL: WU/Acctg/Admin/Travel & Per Diem \$ - \$ - \$ 214 \$ 5,720 \$ - \$ 5,720

Line Item	Notes	FY 2020-2021 Actual	FY 2021-2022 Budget	FY 2021-2022 Actual	FY 2022-2023 Budget	FY 2022-2023 Actual	Encumbrance Amount	FY 2023-2024 Proposed
Travel & Per Diem	GFOA Conference - Continuing Education for GAAP and GASB updates		\$ -		\$ 5,000			\$ 5,000
Interisland meetings	Interisland travels (240 * 3)		\$ -		\$ 720			\$ 720

TOTAL: WU/Acctg/Admin/Meeting Expense **\$ - \$ - \$ - \$ 600 \$ - \$ 600**

Line Item	Notes	FY 2020-2021 Actual	FY 2021-2022 Budget	FY 2021-2022 Actual	FY 2022-2023 Budget	FY 2022-2023 Actual	Encumbrance Amount	FY 2023-2024 Proposed
Registration	Government Finance Officers Association (GFOA) conference registration		\$ -		\$ 600			\$ 600

Account	Description	FY 2020-2021 Actual	FY 2021-2022 Budget	FY 2021-2022 Actual	FY 2022-2023 Budget	FY 2022-2023 Actual thru 2/28	Encumbrance	FY 2023-2024 Proposed
Water Utility Fund		27,989,746	28,249,059	27,242,071	26,556,390	13,286,568		26,986,345
10-01-10-530-060	WU/Admin/Admin/Post-Employment Benefits (OPEB)	998,491	1,143,000	1,131,851	1,058,000	748,021	-	1,058,001
10-00-10-547-000	WU/Acctg/Admin/County Service Charge	2,201,634	2,174,298	2,215,302	2,201,634	1,476,868	-	2,236,126
10-00-90-580-000	WU/Depreciation/Depreciation**	6,906,157	7,190,082	6,861,194	7,190,082	4,504,028	-	6,900,000
10-00-90-581-000	WU/Depreciation/Amortization**	235,859	752,653	159,620	225,859	76,633	-	33,780
10-00-90-582-000	WU/Inflows/Outflows**	(41,932)	(41,932)	(50,718)	-	(26,562)	-	(49,741)
10-00-00-582-000	WU/Interest Expense	2,949,517	2,860,863	2,746,022	2,619,332	1,686,734	-	2,408,211
10-00-00-682-000	WU/Debt Principal	5,529,236	5,170,095	5,170,095	4,961,483	4,814,904	-	5,099,969
10-00-00-499-600	WU/Loan Proceeds	-	-	-	-	-	-	-
30-31-10-541-010	Bond/Custodial Fees	10,783	-	8,706	-	5,941	-	-
10-00-00-590-000	WU/Transfers to/from Other Funds	-	-	(2,000,000)	-	-	-	-
20-00-00-590-000	FRC/Transfers to Other Funds	-	-	2,000,000	-	-	-	-
60-00-00-590-000	SRF/Transfers to Other Funds	-	-	-	-	-	-	-
10-00-00-590-001	WU/Reserves	9,200,000	9,000,000	9,000,000	8,300,000	n/a	-	9,300,000

**County Service Charge, Depreciation/Amortization/Bond Inflows & Outflows - non cash budget items

TOTAL: WU/Admin/Admin/Post-Employment Benefits (OPEB) \$ 998,491 \$ 1,143,000 \$ 1,131,851 \$ 1,058,000 \$ 748,021 \$ - \$ 1,058,001

Line Item	Notes	FY 2020-2021 Actual	FY 2021-2022 Budget	FY 2021-2022 Actual	FY 2022-2023 Budget	FY 2022-2023 Actual thru 2/28	Encumbrance	FY 2023-2024 Proposed
OPEB - ARC	Other Post employment Benefits - Annual Required Contribution	\$ 998,491	\$ 1,143,000	\$ 1,131,851	\$ 1,058,000	\$ 748,021	\$ -	\$ 1,058,001

TOTAL: WU/Acctg/Admin/County Service Charge \$ 2,201,634 \$ 2,174,298 \$ 2,215,302 \$ 2,201,634 \$ 1,476,868 \$ - \$ 2,236,126

Line Item	Notes	FY 2020-2021 Actual	FY 2021-2022 Budget	FY 2021-2022 Actual	FY 2022-2023 Budget	FY 2022-2023 Actual thru 2/28	Encumbrance	FY 2023-2024 Proposed
County Service Charge	calculated on an average rate of increase	\$ 2,201,634	\$ 2,174,298	\$ 2,215,302	\$ 2,201,634	\$ 1,476,868	\$ -	\$ 2,236,126

TOTAL: FRC/Transfers to Other Funds

\$0 \$2,000,000 \$0 \$0 \$0 \$0 \$0

Line Item	Notes	FY 2020-2021 Actual	FY 2021-2022 Budget	FY 2021-2022 Actual	FY 2022-2023 Budget	FY 2022-2023 Actual thru 2/28	Encumbrance	FY 2023-2024 Proposed
Transfer to W/U	Proportionate FRC Debt Service	\$ -	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -	\$ -
	(FY 2016 = 2,500,668)							
	**recorded \$1,900,000 in FY 2017							
	** Bal of FY 2016 of 567,011 will be transferred as of 6/30/18.							
	**recorded \$600,668 in FY 2018							
	**recorded \$500,000 in FY 2019							
	**recorded \$2,000,000 in FY 2022							

TOTAL: Custodial Fees

\$10,783

\$0

\$8,706

\$0

\$5,941

\$0

\$9,000

Line Item	Notes	FY 2020-2021 Actual	FY 2021-2022 Budget	FY 2021-2022 Actual	FY 2022-2023 Budget	FY 2022-2023 Actual thru 2/28	Encumbrance	FY 2023-2024 Proposed
Custodial fee	BAB custodial fee & other investment costs	\$ 10,783	\$ -	\$ 8,706	\$ -	\$ 5,941	\$ -	\$ 9,000

Operations Division

Program Budget – FY2023 - 2024

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 responsibility of providing potable water, it provides the Department's fleet management functions and is responsible for 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 57 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, 5 mini-excavator, 2 backhoes, 4 skid steer loaders along with their various attachments, 1- 2,000 gallon water tanker truck, 6 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 2022-2023 were:

Personnel

- The following positions were vacated:
 - One (1) Water Service Supervisor (Retirement)
 - Two (2) Lead Pipefitters (One Termination and One Promotion)
 - One (1) Meter Mechanic (Promotion to Lead Meter Mechanic)
 - One (1) Maintenance Worker II (Retirement)
 - One (1) Assistant Water Plant Operator (promotion to Water Plant Operator I)
 - One (1) Pipefitter Helper (Promotion to Water Plant Operator I)
 - One (1) Water Plant Operator II (Retirement)
 - One (1) Water Plant Operator I (Retirement)
 - One (1) Automotive Mechanic II (Promotion)
 - One (1) Automotive Mechanic I (Promotion)
 - One (1) Clerk-Dispatcher (Retirement)
 - Two (2) Water Service Investigator II (Retirement)

- One (1) vacant Pipefitter filled
- Two (2) vacant Lead Pipefitter position filled
- Vacant Maintenance Worker II position filled
- Vacant Water Plant Operator I position filled
- Vacant Water Plant Operator I position filled
- Vacant Automotive Mechanic II position filled
- Vacant Assistant Water Plant Operator position filled
- Vacant Water Service Investigator III position filled

- Recruitments:
 - Water Service Supervisor III
 - Water Plant Operator I
 - Assistant Water Plant Operator
 - Automotive Mechanic I
 - Maintenance Worker II
 - Lead Pipefitter
 - Pipefitter
 - Pipefitter Helper
 - Automotive Mechanic I
 - Water Service Investigators I, II, III

Source and Storage

- Job 21-04 Kilohana Sodium Hypochlorite On-Site Generation Building Design
- Contract 735 Koloa Well A Pump Replacement on-going

Distribution

- As of March 31, 2023, distribution system operators responded to 319 emergency calls reporting pipeline and hydrant leaks.
- As of March 31, 2023, Operations Division personnel responded to 268 Hawaii One Call Center requests from contractors and developers for water line location markings.
- Crews installed/replaced/repared/maintained 846 meters and meter boxes.
- A total of 7 live-taps were performed.
- A total of 25 service laterals were installed or replaced.
- A total of 20 temporary hydrant meter applications were processed and installed.
- Operated valves on five (5) occasions to allow contractors to tie-in to DOW distribution system.

Ops Inventory, Warehouse and Baseyard Area

- MPET maintenance, contract being executed
- Contract C701 extended, SCADA maintenance, third year amendment processed
- Contract C708 on-going, Air conditioning maintenance, extended one year contract
- Contract 729 various repair parts and materials, on-going
- Contract 711 various repair parts and materials, partially received
- Contract 717 3-trucks on-going
- Contract 719 compact track loader, completed
- Contract 718 150 kVA trailer mounted emergency generator, completed
- Contract 716 Paua Valley Well MCC replacement on-going
- Contract 730 Ford Truck completed
- GS-2023-05 Mower Replacement, contract being processed
- GS-2023-06 Hydrants and Appurtenances, bid opened, assessing price

GOALS FOR THE 2023-2024 FISCAL YEAR

1. Recruit to fill vacant positions.
2. Replace failing AMR with AMI meters.
3. Demolish old admin building.
4. Construct parking lot on old admin building site.
5. Construct temporary work stations for supervisors and working supervisors – on-going.
6. Continue with the progress made in reminding employees to follow chain of command.
7. Continue and speed up targeted pipeline and service lateral replacements.
8. Continue working with State DOT-Highways, DPW, KFD in monitoring hydrant water usage for the annual water audit.
9. Review and update the Department's Safety Program. Implement in daily operations.
10. Continue in-house projects of replacing transmission and main lines that are prone to breakage.
11. Continue in-house construction projects related to repair and maintenance of structures and infrastructure located within Department of Water remote sites.
12. Continue with the progress made in quickly responding to trouble and/or emergency calls.
13. 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.
14. Continue with the progress of reducing electric consumption.
15. Continue with the progress of reducing non-revenue water and unbilled water.
16. Continue replacing old and defective residential meter transponders.
17. Continue replacing meters larger than 1”.

General Expenses - Operations

Account	Description	FY 2020-2021 Actual	FY 2021-2022 Budget	FY 2021-2022 YTD Expensed	FY 2022-2023 Budget	FY 2022-2023 YTD Expensed	FY 2022-2023 YTD Encumbered	FY 2023-2024 Proposed
10-40-60-540-010	WU/Ops/TandD/Professional Services - General	\$0	\$550,000	\$0	\$400,000	\$0	\$0	\$400,000
10-40-60-541-010	WU/Ops/TandD/Other Services	\$317	\$2,000	\$508	\$2,000	\$733	\$0	\$2,000
10-40-60-545-000	WU/Ops/TandD/Rentals and Leases	\$32,995	\$50,000	\$8,729	\$50,000	\$1,166	\$0	\$30,000
10-40-50-551-000	WU/Ops/Power/Pump/Utility Services	\$2,360,731	\$2,700,000	\$2,241,568	\$2,967,700	\$1,470,131	\$0	\$3,246,370
10-40-50-560-000	WU/Ops/PandP/Repairs and Maintenance - Water System	\$17,678	\$40,000	\$16,173	\$40,000	\$2,006	\$0	\$40,000
10-40-60-560-000	WU/Ops/TandD/Repairs and Maintenance - Water System	\$28,257	\$171,000	\$161,744	\$320,000	\$139,126	\$0	\$490,000
10-40-60-561-000	WU/Ops/TandD/Repairs and Maintenance - Other than Water System	\$208,517	\$526,200	\$158,475	\$495,000	\$66,945	\$0	\$503,400
10-40-30-563-000	WU/Ops/Source/Operating Supplies	\$63,026	\$60,000	\$50,444	\$60,000	\$34,078	\$0	\$80,000
10-40-40-563-000	WU/Ops/Purification/Operating Supplies	\$125,011	\$101,920	\$79,260	\$152,880	\$57,903	\$0	\$191,440
10-40-50-563-000	WU/Ops/PandP/Operating Supplies	\$90,508	\$35,000	\$30,354	\$35,000	\$45,307	\$0	\$90,000
10-40-60-563-000	WU/Ops/TandD/Operating Supplies	\$563,586	\$255,000	\$241,940	\$275,000	\$145,324	\$0	\$320,800
10-40-50-563-010	WU/Ops/PandP/Operating Supplies/Invty. Stock	\$0	\$15,000	\$81,666	\$20,000	\$21,336	\$0	\$40,000
10-40-60-563-010	WU/Ops/TandD/Operating Supplies/Invty. Stock	\$0	\$378,000	\$228,069	\$0	\$9,935	\$0	\$3,115,000
10-40-60-564-000	WU/Ops/TandD/Fuel	\$101,759	\$122,500	\$123,551	\$175,000	\$79,402	\$0	\$192,500
10-40-30-565-000	WU/Ops/Source/Bulk Water Purchase	\$4,054,076	\$1,820,176	\$1,356,684	\$1,918,185	\$774,228	\$0	\$1,934,935
10-40-60-571-010	WU/Ops/TandD/Training & Development	\$17,389	\$25,000	\$41,085	\$30,000	\$13,557	\$0	\$45,000
10-40-60-572-010	WU/Ops/TandD/Travel & Per Diem	\$0	\$0	\$975	\$19,000	\$1,805	\$0	\$19,000
10-40-60-573-010	WU/Ops/TandD/Meeting Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Expenses		\$7,663,900	\$6,851,796	\$4,821,225	\$6,959,765		\$0	\$10,740,445
10-40-00-604-999	WU/Ops/Capital Outlay - R&R/Misc. Capital Purchases	\$420,423	\$399,500	\$322,542	\$3,306,000	\$190,670	\$0	\$1,020,991
10-40-00-605-999	WU/Ops/Capital Outlay - Expansion/Misc. Capital Purchases	\$403,382	\$115,000	\$12,725	\$670,500	\$0	\$0	\$732,500
Miscellaneous Capital Purchases		\$823,805	\$514,500	\$335,267	\$3,976,500		\$0	\$1,753,491
10-40-00-604-000	WU/Ops/Capital Outlay - R&R	\$2,673,422	\$800,000	\$0	\$400,000	\$0	\$0	\$930,000
10-40-00-605-000	WU/Ops/Capital Outlay - Expansion	\$2,673,422	\$650,000	\$0	\$699,938	\$0	\$0	\$100,000
New Capital Outlay		\$5,346,844	\$1,450,000	\$0	\$1,099,938		\$0	\$1,030,000
SUMMARY OF OPERATING EXPENSES		<u>\$7,663,900</u>	<u>\$6,851,796</u>	<u>\$4,821,225</u>	<u>\$6,959,765</u>	<u>\$2,862,980</u>	<u>\$0</u>	<u>\$10,740,445</u>
SUMMARY OF CAPITAL PURCHASES		<u>\$823,805</u>	<u>\$514,500</u>	<u>\$335,267</u>	<u>\$3,976,500</u>	<u>\$190,670</u>	<u>\$0</u>	<u>\$1,753,491</u>
SUMMARY OF CAPITAL OUTLAY		<u>\$5,346,844</u>	<u>\$1,450,000</u>	<u>\$0</u>	<u>\$1,099,938</u>	<u>\$0</u>	<u>\$0</u>	<u>\$1,030,000</u>
OPERATING EXPENSES PLUS CAPITAL OUTLAY		<u>\$13,834,549</u>	<u>\$8,816,296</u>	<u>\$5,156,491</u>	<u>\$12,036,203</u>	<u>\$3,053,650</u>	<u>\$0</u>	<u>\$13,523,936</u>

TOTAL: WU/Ops/TandD/Professional Services - General \$ - \$ 550,000 \$ 43,012 \$ 400,000 \$ - \$ - \$ 400,000

Line Item	Notes	FY 2020 - 2021 Actual	FY 2021 - 2022 Budget	FY 2021 - 2022 Actual	FY 2022 - 2023 Budget	FY 2022 - 2023 YTD Actual	FY 2022-2023 YTD Encumbered	FY 2023 - 2024 Proposed
EA, Design & Permitting	Design for Kilohana Sodium Hypochlorite OSG Housing		\$ 250,000		\$ 200,000			\$ 200,000
Demolition	Old Admin Building Demolition (moved to 604-000)		\$ 300,000		\$ -			
EA, Design & Permitting	Design for Kilauea NaOCL On-site generation				\$ 200,000			\$ 200,000

TOTAL: WU/Ops/TandD/Other Services

\$ 317 \$ 533 \$ 2,000 \$ 733 \$ - \$ 2,000

Line Item	Notes	FY 2020 - 2021 Actual	FY 2021 - 2022 Actual	FY 2022 - 2023 Budget	FY 2022 - 2023 YTD Actual	FY 2022-2023 YTD Encumbered	FY 2023 - 2024 Proposed
One Call	One Call Center			\$ 2,000	\$ 733		\$ 2,000

TOTAL: WU/Ops/Power/Pump/Utility Services \$ 2,360,731 \$ 2,700,000 \$ 2,764,984 \$ 2,967,700 \$ 1,470,131 \$ - \$ 3,246,370

Line Item	Notes	FY 2020 - 2021 Actual	FY 2021 - 2022 Budget	FY 2021 - 2022 Actual	FY 2022 - 2023 Budget	FY 2022 - 2023 YTD Actual	FY 2022-2023 YTD Encumbered	FY 2023 - 2024 Proposed
Pumping facility electricity	63 accounts		\$ 2,654,000		\$ 2,786,700	\$ 1,470,131		\$ 3,065,370
Tank sites and Garage Building electricity	25 Tank sites and one garage building.		\$ 46,000		\$ 46,000			\$ 46,000
	Contingency - price increases				\$ 135,000			\$ 135,000

TOTAL: WU/Ops/PandP/Repairs and Maintenance - Water System \$ 17,678 \$ 40,000 \$ 24,271 \$ 40,000 \$ 2,006 \$ - \$ 40,000

Line Item	Notes	FY 2020 - 2021 Actual	FY 2021 - 2022 Budget	FY 2021 - 2022 Actual	FY 2022 - 2023 Budget	FY 2022 - 2023 YTD Actual	FY 2022-2023 YTD Encumbered	FY 2023 - 2024 Proposed
Pump replacement program	Including emergency pump replacement and repairs, ongoing program.	\$ 10,867	\$ 40,000		\$ 40,000	\$ 2,006		\$ 40,000

TOTAL: WU/Ops/TandD/Repairs and Maintenance - Water System \$ 28,257 \$ 171,000 \$ 216,103 \$ 320,000 \$ 139,126 \$ - \$ 490,000

Line Item	Notes	FY 2020 - 2021 Actual	FY 2021 - 2022 Budget	FY 2021 - 2022 Actual	FY 2022 - 2023 Budget	FY 2022 - 2023 YTD Actual	FY 2022-2023 YTD Encumbered	FY 2023 - 2024 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	\$ 25,626		\$ 40,000
SCADA System Integrator Consulting and Maintenance Contract (Annually)	Outside services - Islandwide SCADA control system remote site maintenance.		\$ 150,000		\$ -	\$ 112,500		\$ 150,000
Easement 5-1-5:23	Annual Lease - Easement for booster pump station on Wailapa		\$ 1,000		\$ -	\$ 1,000		
Storage Tanks	Tank Cleaning, Painting, Minor Repairs				\$ 300,000			\$ 300,000

TOTAL: WU/Ops/TandD/Repairs and Maintenance - Other than Water System **\$ 208,517 \$ 526,200 \$ 176,966 \$ 495,000 \$ 66,945 \$ - \$ 503,400**

Line Item	Notes	FY 2020 - 2021 Actual	FY 2021 - 2022 Budget	FY 2021 - 2022 Actual	FY 2022 - 2023 Budget	FY 2022 - 2023 YTD Actual	FY 2022-2023 YTD Encumbered	FY 2023 - 2024 Proposed
Rehab and Restoration Services	Roadway rehab and repairs		\$ 40,000		\$ 40,000	\$ 24,066		\$ 48,000
Vehicle maintenance and service	Outside repair services and maintenance.		\$ 40,000		\$ 40,000	\$ 24,589		\$ 48,000
Debris and HazMat Disposal	Landfill and Off-Island disposal		\$ 20,000		\$ 20,000	\$ 1,716		\$ 20,000
Building Equipment Repairs	Building Equipment Repairs		\$ 5,000		\$ 5,000			\$ 5,000
A/C & Refrigerator Maintenance	A/C & Ref. Maint. For OPS Bldg., Microlab, New Admin Bldg., Old Admin Bldg.		\$ 40,000		\$ 40,000	\$ 8,649		\$ 40,000
Elevator Maintenance	Elevator Maint. For New Admin Bldg., & Microlab		\$ 5,000		\$ 5,000	\$ 3,451		\$ 5,000
Fire Protection	Fire Extinguishers		\$ 5,000		\$ 5,000			\$ 5,000
Alarm Service	Alarm Services and Maintenance		\$ 20,000		\$ 20,000	\$ 4,473		\$ 20,000
Offices	Operations offices furnitures and equipment		\$ 50,000		\$ 20,000			\$ 10,000
MPET/MMIS	Moved from IT budget		\$ -		\$ -			
Cyberlock	Cloud Hosting		\$ 1,200		\$ -			
Demolition of Old building	Demolition of Old building		\$ 300,000		\$ 300,000			\$ 300,000
MOA DOW,DPW, DPR, KFD	Monthly Maintenance Charge for Hanalei Baseyard at \$200/month							\$ 2,400

TOTAL: WU/Ops/Source/Operating Supplies \$ 63,026 \$ 60,000 \$ 101,253 \$ 60,000 \$ 34,078 \$ - \$ 80,000

Line Item	Notes	FY 2020 - 2021 Actual	FY 2021 - 2022 Budget	FY 2021 - 2022 Actual	FY 2022 - 2023 Budget	FY 2022 - 2023 YTD Actual	FY 2022-2023 YTD Encumbered	FY 2023 - 2024 Proposed
Miscellaneous Rehab Projects	construction, maintenance and rehabilitation projects.		\$ 60,000		\$ 60,000	\$ 34,078		\$ 80,000
Sodium Hypochlorite On-Site Generation	Kilohana OSG		\$ -		\$ -			\$ -

TOTAL: WU/Ops/Purification/Operating Supplies \$ 125,011 \$ 101,920 \$ 184,052 \$ 152,880 \$ 57,903 \$ - \$ 191,440

Line Item	Notes	FY 2020 - 2021 Actual	FY 2021 - 2022 Budget	FY 2021 - 2022 Actual	FY 2022 - 2023 Budget	FY 2022 - 2023 YTD Actual	FY 2022-2023 YTD Encumbered	FY 2023 - 2024 Proposed
Sodium Hypochlorite	Chemical supplies for disinfection		\$ 95,200		\$ 142,800	\$ 54,106		\$ 171,360
Soda Ash	pH control for source water.		\$ 6,720		\$ 10,080	\$ 3,797		\$ 10,080
Sodium Hydroxide	Replace Wainiha Soda Ash							\$ 10,000

TOTAL: WU/Ops/PandP/Operating Supplies \$ 90,508 \$ 35,000 \$ 89,701 \$ 35,000 \$ 45,307 \$ - \$ 90,000

Line Item	Notes	FY 2020 - 2021 Actual	FY 2021 - 2022 Budget	FY 2021 - 2022 Actual	FY 2022 - 2023 Budget	FY 2022 - 2023 YTD Actual	FY 2022-2023 YTD Encumbered	FY 2023 - 2024 Proposed
Electrical parts and materials	Repair parts for plant electricians to maintain, repair, and operate electrical pumping plants, booster stations, buildings, and structures.		\$ 35,000		\$ 35,000	\$ 45,307		\$ 90,000
Sodium Hypochlorite on-site generation	Sodium Hypochlorite on--site generation (Moved to 10-40-30-563-000)							

TOTAL: WU/Ops/TandD/Operating Supplies \$ 563,586 \$ 255,000 \$ 563,512 \$ 275,000 \$ 145,324 \$ - \$ 320,800

Line Item	Notes	FY 2020 - 2021 Actual	FY 2021 - 2022 Budget	FY 2021 - 2022 Actual	FY 2022 - 2023 Budget	FY 2022 - 2023 YTD Actual	FY 2022-2023 YTD Encumbered	FY 2023 - 2024 Proposed
Meter Parts	Repair parts and field testing equipment		\$ 15,000		\$ 15,000			\$ 16,500
Road repair supplies	Cold mix and other roadway patching materials		\$ 85,000		\$ 90,000			\$ 99,000
Traffic Safety Signs and Equipment	New safety and traffic control signs.		\$ 8,000		\$ 9,000			\$ 9,900
Safety Equipment	Cost of safety shoes, safety glasses, PUC exams, respiratory exams, work shirts, safety clothing, replacement tools, equipment as mandated and required by OSHA, and collective bargaining agreements.		\$ 40,000		\$ 44,000	\$ 11,949		\$ 48,400
Miscellaneous expenditures	damages to property, and expenditures not classified elsewhere.		\$ 5,000		\$ 5,000	\$ 82,783		\$ 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)		\$ 50,000		\$ 55,000	\$ 50,592		\$ 75,000
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		\$ 50,000			\$ 60,000
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/PandP/Operating Supplies/Invty. Stock \$ - \$ 15,000 \$ 20,000 \$ 21,336 \$ - \$ 40,000

Line Item	Notes	FY 2020 - 2021 Actual	FY 2021 - 2022 Budget	FY 2021 - 2022 Actual	FY 2022 - 2023 Budget	FY 2022 - 2023 YTD Actual	FY 2022-2023 YTD Encumbered	FY 2023 - 2024 Proposed
Electrical parts and materials	inventory Stock for repair parts for plant electricians to maintain, repair, and operate electrical pumping plants, booster stations, buildings, and structures.		\$ 15,000		\$ 20,000	\$ 21,336		\$ 40,000

TOTAL: WU/Ops/TandD/Operating Supplies/Invty. Stock \$ 378,000 \$ - \$ - \$ 9,935 \$ - \$ 3,115,000

Line Item	Notes	FY 2020 - 2021 Actual	FY 2021 - 2022 Budget	FY 2021 - 2022 Actual	FY 2022 - 2023 Budget	FY 2022 - 2023 YTD Actual	FY 2022-2023 YTD Encumbered	FY 2023 - 2024 Proposed
Small pipeline and service line replacement parts	Pipe and valves		\$ 37,000					\$ 45,000
Large inventory items	Large diameter pipe, valves, and other items in inventory		\$ 14,000					\$ 25,000
R&R - 5/8" & 3/4" meters	8000 ea @ \$315		\$ 60,000			\$ 9,033		\$ 2,520,000
Replacement meters, all other sizes	65 others @ \$600		\$ 39,000					\$ 45,000
Replacement meter boxes and covers	2000 ea @ \$115		\$ 3,000					\$ 230,000
Hydrant replacement	Ongoing hydrant replacement program, as needed.		\$ 85,000					\$ 100,000
Stock Inventory Items	Warehouse inventory parts and materials. (\$150K budget under 102)		\$ 100,000					\$ 150,000
SCADA Replacement Parts Inventory	Inventory parts		\$ 40,000		\$ -	\$ 902		

TOTAL: WU/Ops/TandD/Fuel

\$ 101,759 \$ 122,500 \$ 157,981 \$ 175,000 \$ 79,402 \$ - \$ 192,500

Line Item	Notes	FY 2020 - 2021 Actual	FY 2021 - 2022 Budget	FY 2021 - 2022 Actual	FY 2022 - 2023 Budget	FY 2022 - 2023 YTD Actual	FY 2022-2023 YTD Encumbered	FY 2023 - 2024 Proposed
diesel for utility fleet	17,000 gallons at \$5.00 per gallon; includes increase due to generator use		\$ 56,000		\$ 85,000	\$ 44,113		\$ 93,500
gasoline for utility fleet	17,000 gallons at \$5.00 per gallon; includes increase due to new vehicles		\$ 56,000		\$ 85,000	\$ 33,511		\$ 93,500
Non-ethanol fuel	fuel for small engines - 1000 gallons at \$5.00 per gallon		\$ 10,500		\$ 5,000	\$ 1,778		\$ 5,500

TOTAL: WU/Ops/Source/Bulk Water Purchase \$ 4,054,076 \$ 1,820,176 \$ 1,808,884 \$ 1,918,185 \$ 774,228 \$ - \$ 1,934,935

Line Item	Notes	FY 2020 - 2021 Actual	FY 2021 - 2022 Budget	FY 2021 - 2022 Actual	FY 2022 - 2023 Budget	FY 2022 - 2023 YTD Actual	FY 2022-2023 YTD Encumbered	FY 2023 - 2024 Proposed
Princeville Utilities for Anini	24MG per Year x \$2.40 per thousand gallons plus \$148 per month standby charge		\$ 59,376		\$ 59,376	\$ 21,680		\$ 59,376
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	\$ 674		\$ 1,900
Princeville Tank	1 MG per year X \$2.00 per thousand gallons plus \$230 per month standby charge		\$ 10,800		\$ 10,800	\$ 1,090		\$ 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	\$ 3,230		\$ 7,000
Grove Farm Water Purchase Agreement	2.5MGD @ 365 days @ \$2.00 per thousand gallons		\$ 1,733,750		\$ 1,733,750	\$ 737,026		\$ 1,733,750
Molooa	0.7MG at \$1.44 per thousand gallons		\$ 5,000		\$ 5,000	\$ 875		\$ 5,000
Kalihiwai Bay Estate Water Association	1 mG @ \$5 per thousand gallons		\$ 5,000		\$ 12,000	\$ 9,651		\$ 24,000
Anahola Emergency Interconnection	Annual fee for interconnectoin		\$ 2,100		\$ 2,100	\$ 3		\$ 2,100
Contingency fr price increases	Contingency - increasing cost				\$ 91,009			\$ 91,009

TOTAL: WU/Ops/TandD/Training & Development \$ 17,389 \$ 25,000 \$ 41,951 \$ 30,000 \$ 13,557 \$ - \$ 45,000

Line Item	Notes	FY 2020 - 2021 Actual	FY 2021 - 2022 Budget	FY 2021 - 2022 Actual	FY 2022 - 2023 Budget	FY 2022 - 2023 YTD Actual	FY 2022-2023 YTD Encumbered	FY 2023 - 2024 Proposed
Certification classes and trainings/workshops/conferences	Training & Development		\$ 25,000		\$ 30,000	\$ 13,557		\$ 35,000
Travel and Per Diem	Moved to GL acct. 572-010							
Medical Certifications	CDL and Vehicles over 10,000 LBS GVWR							\$ 10,000

TOTAL: WU/Ops/TandD/Travel & Per Diem

\$ - \$ 995 \$ 19,000 \$ 1,805 \$ - \$ 19,000

Line Item	Notes	FY 2020 - 2021 Actual	FY 2021 - 2022 Budget	FY 2021 - 2022 Actual	FY 2022 - 2023 Budget	FY 2022 - 2023 YTD Actual	FY 2022-2023 YTD Encumbered	FY 2023 - 2024 Proposed
Operations Certification	AWWA, HWWA, HRWA, Pacific Water Conference and other conferences		\$ -					
	Neighbor Island				\$ 9,000	\$ 1,805		\$ 9,000
	Mainland				\$ 10,000			\$ 10,000

TOTAL: WU/Ops/Capital Outlay - R&R/Misc. Capital Purchases \$ 420,423 \$ 399,500 \$ 345,059 \$3,306,000 \$ 190,670 \$ - \$1,020,991

Line Item	Notes	FY 2020 - 2021 Actual	FY 2021 - 2022 Budget	FY 2021 - 2022 Actual	FY 2022 - 2023 Budget	FY 2022 - 2023 YTD Actual	FY 2022-2023 YTD Encumbered	FY 2023 - 2024 Proposed
Excavator	Replace Takeuchi TB175 mini excavator (prior budget was transferred to fuel master & SCADA)				\$ -			\$ -
Excavator	Replace and upsize Takeuchi TB175				\$ 225,000			
Riding Mower and Trailer	Replace riding mower and trailer for riding mower				\$ 45,000	\$ 6,449		
2-150KVA Emergency Generators	Replace Em.Gen. for Puhi Well 5b & Kilohana				\$ 230,000			
1 - 125 kVA Emergency Generator	Replace Em. Gen. for Microlab				\$ 105,000			
1-Ford F450 Utility Trucks	Replace CK2237				\$ 120,000			
1-Access Cab or similar	CK-2345, 2015 Nissan Frontier for the Meter Readers				\$ 40,000			
Wet barrel hydrants with dry barrel hydrants	Replace wet barrel hydrants with dry barrel hydrants				\$ 25,000			
Pump Replacement	Pump Replacement - Paua Valley (pump & MCC)				\$ 1,000,000	\$ 82,509		\$ 917,491
Replace Valves	Replace ARV island-wide				\$ 100,000			
GAC Replacement	Charcoal (GAC) Replacement - Wailua Homesteads Well				\$ 230,000	\$ 20,374		
Infrastructure Inventory	Transferred from budget acct. No. 10-40-60-563-010							
Small pipeline and service line replacement parts	Pipe and valves				\$40,000			
Large inventory items	Large diameter pipe, valves, and other items in inventory				\$18,000			
R&R - 5/8" & 3/4" meters	2500 ea @ \$315				\$787,500	\$39,465		
Replacement meters, all other sizes	65 others @ \$600				\$39,000			
Replacement meter boxes and covers	500 ea @ \$115				\$57,500			
Hydrant replacement	Ongoing hydrant replacement program, as needed.				\$144,000			
Stock Inventory Items	Warehouse inventory parts and materials. (\$150K budget under 102)				\$100,000	\$41,873		
Hydro Cell	Replace Hydro Cell for Hanapepe Well 4				\$0			\$30,000
Light Tower	Replace White Light Tower							\$ 30,000
Plate Compactor	Replace Two (2) Mikasa Plate Compactors							\$ 7,500
Jumping Jack Compactor	Replace Two (2) Mikasa Jumping Jack Compactors							\$ 12,000
Leak Detection Equipment	update and upgrade Leak Correlator Kit with multi-sensors							\$ 24,000

TOTAL: WU/Ops/Capital Outlay - Expansion/Misc. Capital Purchases \$ 403,382 \$ 115,000 \$ 12,725 \$ 670,500 \$ - \$ - \$ 732,500

Line Item	Notes	FY 2020 - 2021 Actual	FY 2021 - 2022 Budget	FY 2021 - 2022 Actual	FY 2022 - 2023 Budget	FY 2022 - 2023 YTD Actual	FY 2022-2023 YTD Encumbered	FY 2023 - 2024 Proposed
Sodium Hypochlorite On-Site Generation	Kilohana OSG		\$ -		\$ 150,000			\$ 150,000
Light Duty Pick Up Truck	Light Duty 4x4 Pickup Truck with Hydraulic Liftgate		\$ 55,000					
2-20 feet storage containers	Containers on slab with roof built separately		\$ 45,000					\$ 52,000
AMI Meter Register Sets (New Accounts)	New Subdivisions (Estimated 700 new accounts)		\$ -		\$ 220,500			\$ 220,500
Facility Improvements	Security & Hardening				\$ 300,000			\$ 300,000
Leak Detection Equipment	Two (2) Leak Detection Equipment and Accessories for East and West Crews		\$ 15,000					\$ 10,000

TOTAL: WU/Ops/Capital Outlay - Expansion

\$ 2,673,422 \$ 600,000 \$ 12,725 \$ 699,938 \$ - \$ - \$ 100,000

Line Item	Notes	FY 2020 - 2021 Actual	FY 2021 - 2022 Budget	FY 2021 - 2022 Actual	FY 2022 - 2023 Budget	FY 2022 - 2023 YTD Actual	FY 2022-2023 YTD Encumbered	FY 2023 - 2024 Proposed
Storage Tanks	Tank Cleaning, Painting, Minor Repairs				\$ -			
Satellite Operations Facility	Satellite Operations Facility		\$ 600,000		\$ 699,938			
DOW Baseyard	Baseyard Phase 1				\$ -			
Remote Sites	Facilities Improvements and Additions							\$ 100,000