

BOARD OF WATER SUPPLY of the COUNTY OF KAUAI

REGULAR MEETING

**Second Floor, Microbiology Lab Bldg
Kauai County Department of Water
4398 Pua Loke Street, Lihue, Kauai, Hawaii 96766**

THURSDAY, July 25, 2013

10:00 a.m.

Or soon thereafter

A. CALL TO ORDER

B. ROLL CALL

C. ACCEPTANCE OF AGENDA

D. MEETING MINUTES:

Review and approval of:

Regular Board Meeting – June 20, 2013

Review and approval of Executive Session:

Executive Session – May 23, 2013

E. CORRESPONDENCE/ANNOUNCEMENTS

2. Resolution No. 13-7 – Employee of the Year – Sandi Nadatani-Mendez, Administration
3. Correspondence received from Ms. Debra Lee-Jackson, Huleia Farm, dated June 17, 2013
4. Correspondence received from Mr. Michael H. Tresler, Grove Farm Company, dated June 24, 2013
5. Correspondence received from Mr. Jack Young, Ridgeway Rentals, LLLP, dated July 3, 2013

F. BOARD COMMITTEE REPORTS

1. Rules Task Force Report on the Water System Development Fee (WSDF) Rules Part V

G. OLD BUSINESS

1. Manager's Report No. 13-53 - Job No. PLH-03 – Kahili High Level Well Energy Savings Project, Proposed Public Relations Program
2. Approval of FY 2013 – 2014 Capital Improvement Project (CIP) Budget
3. Board Adoption of the Manager and Chief Engineer Goals for FY 2013 - 2014

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4. Review of Board Policy No. 1 – Personal Safety Equipment Proposed New Language (5-20-1981)
5. Review of Board Policy No. 2 – Lowering of Pipeline Proposed New Language (2-12-1970)
6. Review of Board Policy No. 10 – Temporary Assignment (*rescinded per 1-10-08, RBM minutes*)
7. Review of Board Policy No. 21 – Travel Policy and Procedures (*rescinded per 2-14-08, RBM minutes*)

H. NEW BUSINESS

1. Manager's Report No. 14-01 – Job 02-13 WK-28 Wailua Houselots Main Replacement, 3rd Amendment to Contract No. 403 with R.M. Towill Corporation

I. REPORTS
MONTHLY

1. Statement of Kaua'i County Water Department's Revenues and Expenditures
2. Report by the Public Relations Specialist on Public Relations Activities
3. Chief of Operation's Summary Report on Monthly Operational Activities Report
4. Manager's Monthly Update Regarding Activities of Note of the Kaua'i County Water Department
 - a. Report of the BAB Bond pay down as of May 2013
5. Conference Reports
 - a. Board Report(s) - AWWA Conference Report – June 9-13, 2013, Denver Colorado

QUARTERLY

1. Quarterly Update on Project Status
 - a. Construction Management Division Status
 - b. Engineering division Design Status

J. EXECUTIVE SESSION

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

1. *Pursuant to Hawaii's Revised Statutes Sections 92-4 and 92-5(a)(4), the purpose of this executive session is to provide the Board with a briefing regarding communications from HGEA. This briefing and consultation with the Board counsel involves the consideration of the powers, duties, privileges, immunities and/or liabilities of the Board and the Department as they relate to this agenda item.*
2. *Pursuant to Hawaii Revised Statutes (HRS) Section 92-4, 92-5(a)(4), the Office of the County Attorney requests an Executive Session with the Board to provide the Board with a briefing on Jennings Pacific, LLC, vs. Board of Water Supply of the County of Kauai, David R. Craddick in*

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his official capacity as Manager and Chief Engineer of the County of Kauai Department of Water et. al., Civil No. 12-1-0284 (Fifth Circuit Court) and related matters. This briefing and consultation involves consideration of the powers, duties, privileges, immunities, and/or liabilities of the Board and the Department as they relate to this agenda item.

K. TOPICS FOR NEXT WATER BOARD MEETING

1. Resolution No. 14-1 (08/13), Budget for Fiscal Year 2013-14
2. Selection of 3 attendees for the HWWA Hawai'i Section Conference 2013 – October 23-25, 2013, Maui, Hawaii

L. TOPICS FOR FUTURE WATER BOARD MEETINGS

1. Board Policies on Financial Issues and Ratemaking Issues *(September 2013)*
2. Public Hearing – Benefit Zone *(September 2013)*
3. Suggestions for Capital Improvement Projects (CIP) for 2014 Legislative Session *(September 2013)*
4. Tentative Board Meeting Dates for 2014 *(October 2013)*
5. Draft Annual Audit *(November 2013)*
6. Election of Officers for 2014 *(December 2013)*
7. Board Committee Assignments *(December 2013)*

M. UPCOMING EVENTS

1. HWWA Hawai'i Section Maui, HI *(October 23-25, 2013)*
2. Project WET – Make a Splash *(September 26, 2013)*

N. NEXT WATER BOARD MEETING

1. Thursday, August 22, 2013, 10:00 a.m.
2. Thursday, September 19, 2013, 10:00 a.m.
3. Thursday, October 17, 2013, 10:00 a.m.
4. Thursday, September 19, 2013, 10:00 a.m.

O. ADJOURNMENT

Draft Minutes

MEETING MINUTES
BOARD OF WATER SUPPLY
Thursday, June 20, 2013

The Board of Water Supply, County of Kaua'i, met in regular meeting at the Board Conference Room in Lihu'e on Thursday, June 20, 2013. Chairperson Randall Nishimura called the meeting to order at 10:05 a.m. On roll call, the following answered present:

BOARD: Mr. Randall Nishimura, Chairperson
Mr. Raymond McCormick
Mr. Michael Dahilig
Mr. Larry Dill
Mr. Sherman Shiraishi (*arrives @ 10:12 a.m.*)

EXCUSED/ABSENT: Mr. Clyde Nakaya

Quorum was achieved with 4 members present at the time of roll call.

STAFF: Mr. David Craddick
Mr. Val Reyna
Ms. Marites Yano
Ms. Anne Parrott
Ms. Margie Loo
Mr. Roman Silvestre
Mr. Dustin Moises
Ms. Mary-jane Garasi
Deputy County Attorney, Andrea Suzuki

GUESTS: Mr. Manabu Tagomori, Oceanit Consultant
Ms. Natalie Waters, Oceanit Consultant
Mr. Jerry Kaluna

ACCEPTANCE OF AGENDA:

Mr. Dahilig moved to rearrange the agenda as ordered by Chair Nishimura to move up Manager's Report 13-46, Manager's Report 13-47 and Manager's Report No. 13-53; seconded by Mr. McCormick; with no objections, motion was carried with 4 ayes.

H. NEW BUSINESS

1. Manager's Report 13-46 – Resolution No. 13-6 – Employee of the Year – Shayce Yasutake, Operations

Manager Craddick read Resolution 13-6 – Employee of Year of Shayce Yasutake. The Board and staff congratulated Mr. Yasutake his accomplishments.

Mr. Dahilig moved to approve Manager's Report 13-46 – Resolution No. 13-6 – Employee of the Year – Shayce Yasutake, Operations; seconded by Mr. Dill; with no objections, motion was carried with 4 ayes.

Chair Nishimura ordered a recess for a photo op of Mr. Yasutake with the Board and staff.

2. Manager's Report 13-47 – Resolution No. 13-7 – Employee of the Year – Sandi Nadatani-Mendez, Administration

At 10:12 a.m., Mr. Shiraishi enters meeting.

Mr. Dahilig moved to approve and defer the congratulatory commendation to Sandi Nadatani-Mendez to the July Board meeting; seconded by Mr. McCormick; with no objections, motion was carried with 5 ayes.

1. Manager's Report No. 13-53 - Job No. PLH-03 – Kahili High Level Well Energy Savings Project, Proposed Public Relations Program

Manager Craddick requested Board approval for Job No. PLH-03 – Kahili High Level Well Energy Savings Project, Proposed Public Relations Program.

BACKGROUND:

Manager Craddick reported that the project team initiated its public relations efforts in July 2012 and met with forty (40) individuals and organizations. At the Wailua – Kapa‘a Neighborhood Association meeting, approximately 70 people attended.

Reactions to the project were mixed during the early meetings, with people expressing views on many sides of the issue. Some of the public were interested in learning about the project and expressed concern about potential impacts.

On October 27, 2012, a public informational meeting was held on with 38 people present. A public EIS scoping meeting was held on April 11th with 80 people in attendance.

After the EIS scoping meeting was held, Kaua‘i Department of Water (DOW) planned a series of community meetings to provide accurate information and solicit additional community input. These meetings were cancelled to better scope the process out. A public relations program is needed that would improve public perception of the project.

Several division heads were currently attending a Design Thinking process on O‘ahu today. Mr. Manabu Tagomori and Ms. Natalie Waters were introduced to provide their testimony.

***Mr. Manabu Tagomori and Ms. Natalie Waters, Oceanit Consultants
provided their testimony.***

Mr. Manabu Tagomori, Oceanit Consultant expressed his support of Manager Craddick’s report.

Ms. Natalie Waters, Civil Engineer and Design Thinking facilitator, explained the Design Thinking program which was developed by Stanford University who trained Oceanit consultants. The Design Thinking program is a five (5) step process that can be applied to Engineering and organizations (i.e., Hawaiian Tel and Department of Education (DOE), Bank of Hawai‘i, Department of Health (DOH), and Chaminade University).

The five (5) step process includes:

1. Empathy – is to get feedback from the *user* (people who are being affected by what a company is designing for.)

2. Define – Based on the community interviews, the design team will identify users, their needs and insights, which will clarify the problems we are trying to resolve.
3. Ideate – The community can brainstorm on their input of what they think could be a solution to the directional drilling in small groups.
4. Prototype – To test ideas that meet the criteria.
5. Test – Test solutions with various community interests to see how the solutions can be refined and improved.

Mr. Tagomori stated this is a bottom up program based on what users want.

One benefit, Ms. Waters mentioned with small groups, is that everyone has the opportunity to speak and discuss ideas.

DISCUSSION:

Manager Craddick confirmed that the Public Relations program will be at no additional cost. The Scope of Work will have to be redone if the Public Relations program is included.

Mr. Dahilig inquired if the process is meant for innovation, how is it being used in a remediation stage?

Ms. Waters explained that the public's feedback is needed. This would be the opportunity to incorporate feedback of the public who are for or against the project. There are ways to mitigate the problem to come to a solution.

If Mr. Dahilig were to present the project in a Design Thinking element to the public, he would indicate problems of the DOW; i.e., identification of new sources and high energy costs. If there are environmental and sociological issues on a project, Design Thinking could be done first, then it is brought before the group to think about the issues.

Mr. Dahilig was unsure if Design Thinking is the correct process for this project. He requested Oceanit to provide specific examples of Design Thinking used in similar examples of situations on projects that are limited in scope vs. starting fresh before going forward.

Ms. Waters agreed to provide specific examples for the Boards understanding.

Manager Craddick stated this project is not to produce additional source. The project is for energy savings. The Department could look at the other energy savings methodology. If one process ends up as a preferred methodology; there would be no hesitation in changing what the Department is doing. The goal is to eliminate future treatment costs and to save on power. If the community does not feel it is a necessity to do the project, then the Department will figure out a better way to save money. There has also been miscommunication with the public regarding the purpose of the project.

Mr. Shiraishi inquired whether the feasibility was discussed in prior Board of Water meetings with the Board deciding to go forward with this project. It seems that the Board is reevaluating the project after a prior Board decision to proceed.

Chair Nishimura explained that the original proposal had a part to attempt to do a feasibility study in the Kalihi area with a budget amount of \$12M from the Build America Bond (BAB). The

feasibility study was never brought up as a limiting factor at that time since it was a long-term project. The Board's position was to see where the project goes. When the bids went out, the bids came back more than double from the original proposal. The Department received partial funding from the DOH on principal forgiveness and a partial SFR loan of \$2M.

Currently there is \$2M budgeted that can have an exploratory well drilled. Before the Department can commit more resources, what would the additional outlay be? The Department has raised rates where Chair Nishimura and Manager Craddick disagreed on the amount. The FRC will increase substantially and Chair Nishimura is concerned where the Department is spending the \$2M, therefore the reason for slowing down the project.

Chair Nishimura recommended Manager Craddick provide the following information:

1. Explain why this program has not been incorporated into the project.
2. Do a cost economic analysis.
3. If feasibility is done, come back with numbers & total outlay this may cause with additional exposure.
4. Going forward, what is the cost benefit?

By the end of this year, Chair Nishimura added that the Department would have spent \$900,000.

According to Manager Craddick, by the end of the year, the Department would of spent \$400,000. The May billing to the consultant would be between \$45,000 to \$50,000.

Mr. Dahilig moved to defer Manager's Report 13-53 to the July Board meeting for additional information on the feasibility study and the Public Relations program from Manager Craddick; seconded by Mr. Dill; with no objections, motion was carried with 5 ayes.

Chair Nishimura referred Board to Item D Review of the Minutes to be discussed next.

D. MEETING MINUTES:

Review and approval of:

Regular Board Meeting – May 23, 2013

The May 23, 2013 minutes were "Received for the Record" as distributed.

Mr. Shiraishi moved to approve the Regular Board Meeting minutes of May 23, 2013; seconded by Mr. McCormick.

DISCUSSION:

Chair Nishimura noted changes on the following pages:

Page 2, last paragraph - Should read: *"Chair Nishimura asked for confirmation that the power bill would be put in the DOW's name until Grove Farm develops its plans to provide electricity from facilities."*

Page 4, 3rd paragraph - Should read: *"Chair Nishimura agreed with Mr. Shiraishi's comment that the DOW present a lean budget to the rate holders to show that their monies are well spent."*

Page 13, 5th paragraph - Should read: *“This potentially worthwhile project has options but will need to address the cultural challenges.”*

Mr. Shiraishi withdrew his original motion.

Mr. Shiraishi moved to approve the Regular Board Meeting minutes as amended; seconded by Mr. McCormick; with no objections, motion was carried with 5 Ayes.

Review and approval of Executive Session:

Executive Session – May 23, 2013

Chair Nishimura ordered the Executive Session minutes would be reviewed in Executive Session; with no objections.

E. CORRESPONDENCE/ANNOUNCEMENTS

1. Correspondence from Mr. Steven Hunt, Director of Finance to Randall Nishimura, Chairman of the Board of Water Supply regarding Take Home Vehicle Policy, dated June 3, 2013

Chair Nishimura commented that by Hawai'i Revised Statutes (HRS), no Board action is required. The policy will be administered through the Mayor's Office and the County Finance Department.

Manager Craddick was requested to review the Take Home Vehicle Policy carefully. The vehicles for Manager Craddick and Deputy Manager, Mr. Saiki may or may not be considered a qualified exempt vehicle. Monthly mileage reports may have to be filed with the Finance Department.

Mr. Dill moved to receive the Correspondence from Mr. Steven Hunt, Director of Finance to Randall Nishimura, Chairman of the Board of Water Supply regarding Take Home Vehicle Policy, dated June 3, 2013; seconded by Mr. Shiraishi; with no objections, motion carried with 5 ayes.

Chair Nishimura thanked Ms. Margie Loo for accepting to be the *Acting* Public Relations Specialist.

F. BOARD COMMITTEE REPORTS

1. Rules Task Force Report

Mr. Dahilig reported that the Rules Task Force committee met twice. Changes from the last meeting will be memorialized which will be presented at the next Task Force meeting for further discussion.

Mr. Dill moved to accept the Rules Task Force report; seconded by Mr. McCormick; with no objections, motion was carried with 5 ayes.

G. OLD BUSINESS

1. Manager's Report No. 13-40 – Draft FY2014 Budget (*rev. from RBM 3-21-13 and FCM 5-21-13*)
 - a. Draft FY2014 Budget

- i. Operations Budget
- ii. Accrual Budget Format
- iii. Capital Budget.

DISCUSSION:

Mr. Dill acknowledged that there were no changes from the final budget but requested Manager Craddick to review the changes from the last meeting on the management of funding for vacant positions.

Chair Nishimura requested a Point of Order from Deputy County Attorney, Andrea Suzuki regarding the Department's discrepancy in the budget documents.

Manager Craddick commented that detailed summary of \$292,295 could be deferred and there was no change to the budget.

Ms. Yano added that the Employee Fringe Benefits were affected which would bring the total to about \$300,000. The Fringe Benefits was reduced from \$1.4M to \$1.3M.

Manager Craddick commented that the Board could put the \$300,000 in a CIP Reserve or a contingency in Expenditures. Since the Department has 20-25 employees in Unit 13, Manager Craddick wanted to make sure that these employees would be covered by the anticipated collective bargaining Fringe Benefits, step movement and pay raise.

Ms. Yano explained if there is a step movement and pay increase, there would be a 5% contingency, if the Department goes back to a 60/40. The medical benefits would be covered.

The Board was asked by Chair Nishimura if the potential savings should be taken out of a separate line item or to leave it as is. Mr. Dahilig and Mr. Shiraishi agreed to leave it as is as long as they can reallocate, if needed. Mr. Dill had no concerns about the budget.

Tab 2, Page 3 - Ms. Yano explained that the proposed revenues in the original proposed budget, had a \$713,000 adjustment under the Leak Adjustment line item. In the current version of the budget, this amount was deleted because based on the revenue trend, a steady increase has been collected by the DOW. The adjustment factor of -3% was taken away. The estimated revenue was increased by \$700,000 which went to the CIP Reserve that was based on the March revenue.

Chair Nishimura questioned what the difference was on the Total Projected Revenues that went from \$25M to \$27M.

Manager Craddick explained that the \$27M was referred from the Finance Committee.

Tab 12, Page 1 – The CIP Reserve Fund currently reflects \$6,304,834.

Manager Craddick clarified that the only change to the budget was the Salaries which had no change and the increase of the CIP Reserve Fund.

Tab 2, Page 1 – Ms. Yano explained that Normal Expenditures was highlighted due to the affect of the Fringe Benefits on the proposed decreased funding of the vacancies. No changes from the previous proposal were changed. The worksheet on the vacancies showed a possible decrease of \$292,000.

If the salaries are decreased by \$292,000, there would be an equivalent decrease in the Fringe Benefits. If the salaries are kept as originally proposed and no changes on the vacant position, it would not affect the Normal Expenditures. The \$13.337M will not be affected from the last budget to the current budget.

Mr. Dahilig commented that the Department needs to make sure that the budget should have accurate amounts by 1) providing the written descriptions to track changes and 2) oral changes on the floor becomes difficult to reconcile changes especially with different drop boxes on the iPads and changes upload at 6:00 a.m. the morning of the meeting.

Chair Nishimura commented on monies which were budgeted and encumbered would not affect the CIP except for any proposed new contracts that have to be signed.

Mr. Dill will present the CIP Budget recommendation to the Board at the July Board meeting (no Special meeting is required.)

Mr. Dahilig suggested if the Board makes any approval on any questions in the future on fund certifications, that it be retroactive to any previous decision.

Mr. Dill moved to approve the Annual Operating Budget FY 2013-2014 as presented; seconded by Mr. McCormick; with no objections, motion was carried with 5 ayes.

H. NEW BUSINESS

3. Manager's Report No. 13-48 - 12th Change Order for Job No. 02-08, Rehabilitate Eleele Twin 0.4 MG Steel Tanks (Water Plan 2020 Project No. HE-08), Eleele, Kauai

At 11:15 a.m., Chair Nishimura recused himself from this agenda item and exits the meeting.

Chair Nishimura relinquished his chairmanship to Board Member, Mr. Shiraishi.

BACKGROUND:

Mr. Moises explained that the DOW has an existing water line that serves Kaua'i Coffee which goes under the new entrance to the existing tank which is being constructed. What was discovered during construction was not on the plans. After discussions with Kaua'i Coffee to build the entrance driveway to protect their water line, they asked DOW to concrete jacket the pipeline which is Change Order 12.

The expansion joint has a proposed contingency of \$10K because DOW has not received the full price from the contractor which may be \$7K.

Mr. Dill moved to approve Manager's Report No. 13-48 - 12th Change Order for Job No. 02-08, Rehabilitate Eleele Twin 0.4 MG Steel Tanks (Water Plan 2020 Project No. HE-08), Eleele, Kaua'i; seconded by Mr. Dahilig; with no objections, motion was carried with 4 ayes.

At 11:19 a.m., Chair Nishimura re-enters the meeting to resume chairmanship.

4. Manager's Report No. 13-49 - Grant of Easement for Job No. 05-06, Eiwa, Umi, Ekahi, Elua and Hardy Streets 8" Waterline Improvements (Water Plan 2020 Project No. PLH-25), Lihue, Kauai, Affecting the Following Landowner:
 - a) State of Hawaii, affecting TMK(s): (4) 3-6-005:por of 011, Lihue, Kauai, Hawai'i

BACKGROUND:

Manager Craddick explained when the project was being worked on, the DOW noticed there was no formal Grant of Easement (GOE) for an existing 6" AC fire line. This GOE is to remedy the absence of a formal GOE.

DISCUSSION:

Mr. Dahilig received confirmation from legal counsel that the approval of this agenda item is to approve the indemnification provision contained in the GOE document as a prior Board action mandated that the Board approve any indemnification obligation sought to be imposed on the DOW.

Mr. Dahilig moved to approve Manager's Report No. 13-49 - Grant of Easement for Job No. 05-06, Eiwa, Umi, Ekahi, Elua and Hardy Streets 8" Waterline Improvements (Water Plan 2020 Project No. PLH-25), Lihue, Kauai, Affecting the Following Landowner a) State of Hawaii, affecting TMK(s): (4) 3-6-005:por of 011, Lihue, Kauai, Hawai'i; seconded by Mr. Shiraishi; with no objections, motion was carried with 5 ayes.

Mr. Shiraishi requested a Point of Order for Manager's Report No. 13-50 to be next on the agenda instead of Manager's Report No. 13-51.

5. Manager's Report No. 13-50 Fourth Contract Amendment for Job No. 03-02, Wainiha Pump Station and Haena Steel Tank (Water Plan 2020 Project No. HW-02,03), Haena-Wainiha, Kaua'i

BACKGROUND:

Mr. Moises explained that this project construction is almost complete. When the contractor went to Public Works for the grading permit, it was discovered that the plans were not reviewed. During construction, the DOW had to redesign the retaining wall, drawing revisions, the grading site and the drainage report. Mr. Moises noted he was involved on the project after the plans were not reviewed.

Since the DOW and the consultant had ownership on the redesign, Mr. Moises made an agreement with the consultant to go 50/50 on the additional fee on the redesign in order for the project to be completed.

There were retaining wall redesign efforts several times between Public Works and Mr. Moises. Based on the consultant's initial contract and staff time at 2004, the rates were much higher. Mr. Moises mentioned that \$24,000 is reasonable for the proposed Amendment #4. The redesign would save the DOW \$6K.

Mr. Dill approved Manager's Report No. 13-50 - Fourth Contract Amendment for Job No. 03-02, Wainiha Pump Station and Haena Steel Tank (Water Plan 2020 Project No. HW-02,03), Haena-Wainiha, Kaua'i; seconded by Mr. Shiraishi; with no objections, motion was carried with 5 ayes.

6. Manager's Report No. 13-51 - First Contract Amendment for Job No. 12-8, Kalepa Back Pressure Valve (BPV) Electrical Replacement, Līhu'e-Hanamā'ulu Water System; Hanamā'ulu, Kaua'i, Hawai'i

BACKGROUND:

Mr. Reyna reported that the contingency was inadvertently excluded in the contract relating to safety related modifications. The safety modifications are for staff and equipment relating to a resistant sensing relay for the Kalepa BPV.

Mr. Shiraishi moved to approve Manager's Report No. 13-51 - First Contract Amendment for Job No. 12-8, Kalepa Back Pressure Valve (BPV) Electrical Replacement, Līhu'e-Hanamā'ulu Water System; Hanamā'ulu, Kaua'i, Hawai'i; seconded by Mr. McCormick; with no objections, motion was carried with 5 ayes.

8. Manager's Report No. 13-52 - Grant of Easement (GOE) for Unlimited New Office and Warehouse Facility (Puhi Industrial Park), Puhi, Kaua'i, affecting the Following Landowner:
 - a) Siena Holdings, LLC, affecting TMK(s): (4) 3-3-012:021, Puhi, Kaua'i Hawai'i

Mr. Shiraishi moved to approve Manager's Report No. 13-52 - Grant of Easement for Unlimited New Office and Warehouse Facility (Puhi Industrial Park), Puhi, Kaua'i, affecting the Following Landowner: a) Siena Holdings, LLC, affecting TMK(s): (4) 3-3-012:021, Puhi, Kaua'i Hawai'i; seconded by Mr. Dill; with no objections, motion was carried with 5 ayes.

(Note: The GOE was located with the Commission Support Clerk documents. Mr. Moises confirmed the GOE indemnification language matched what was in the report.)

9. Board Adoption of the Manager and Chief Engineer Goals for FY 2013 – 2014

The Goals for the Manager and Chief Engineer for FY 2013-2014 were distributed and "Received for the Record."

GOALS FOR THE MANAGER AND CHIEF ENGINEER

FY 2013 – 2014

July 1, 2013 – June 30, 2014

RECEIVED FOR THE RECORD

June 20, 2013

Recommendation: Board Members Concurrence on Proposed Goals for the Manager and Chief Engineer FY 2013-14

The following Goals are proposed for the 2013 – 2014 Fiscal Year beginning July 1, 2013 through June 30, 2014 for the Manager and Chief Engineer for the County of Kauai Department of Water. I have not received any recommendations from Board members. This list is a proposed list subject to modification by the Board.

- A. Complete Water Service Development Fee Analysis and modifications to Rules as applicable by April 2014.
- B. Provide clear Board Manager's reports providing background, options and recommendations.
- C. Provide Manager's reports to the Board by the Friday prior to the Agenda meeting.
- D. Reduce the amount of time to resolve grievances by 10%.
- E. Establish baseline for unaccounted for water.
- F. Provide timetable to complete the basic GIS model based upon current funding.
- G. Obtain HR/Personnel Department approval for current Table of Organization and stick with current Table of Organization for entire Fiscal year.
- H. Identify and fill 80% of required key unfilled vacancies by FY end.
- I. Recommend top projects by December 2013:
 - a. 10 Source Projects based on current General Plan and Zoning maps.
 - b. 5 Storage Projects based upon the Current General Plan and Zoning maps.
 - c. 10 Transmission Projects based upon the Current General Plan and Zoning maps.
 - d. 10 Distribution Projects based upon the current General Plan and Zoning maps.
 - e. 20 Replacement projects based upon current General Plan and Zoning maps and maintenance requirements.
- J. Complete the installation of energy efficient motors purchased in FY 2012 by 2nd quarter of FY 2013-2014.
- K. Complete Design of top 10 projects by FY end.
- L. Reduce construction costs for new office building by 20%.
- M. Reduce manager's travel by 30%.

Respectfully submitted,



Randall Nishimura
Chairman
Board of Water

RN/ein

Goals for the Manager and Chief Engineer (6-20-13):ein

Chair Nishimura inquired if the Board would like to defer the adoption of the Manager and Chief Engineer Goals to the next Board meeting or to proceed with adoption.

Any goals that Manager Craddick disagrees with could be submitted in writing to the Board.

Mr. Dahilig moved to approve the Board Adoption of the Manager and Chief Engineer Goals for FY 2013 – 2014; seconded by Mr. McCormick; with no objections, motion was carried with 5 ayes.

10. Job Performance of the Manager and Chief Engineer for FY 2012 – 2013

For the record, Manager Craddick waived his right to have his job performance evaluation discussed in Executive Session and agreed that the Board may review and discuss his job performance evaluation as distributed in open session.

BACKGROUND:

Chair Nishimura explained that Manager Craddick's job performance evaluation summaries were the results made by the Board and Manager Craddick's staff and peers. The scoring was based on different categories. Previous evaluations of Manager Craddick were included for comparison and trend evaluation. The Board's scores were conservative, the staff's scores were more supportive toward Manager Craddick, and the peer's scores were in between.

Various raters provided their comments and peers were defined as county department heads. Some department heads declined to respond due to limited interaction with Manager Craddick.

Mr. Shiraishi moved to receive the Job Performance evaluation of the Manager and Chief Engineer for FY 2012 – 2013 and will be forwarded to be Human Resources Department; seconded by Mr. McCormick; with no objections, motion was carried with 5 ayes.

11. Review of Board Policy No. 1 – Personal Safety Equipment (5-20-1981)

BACKGROUND:

Chair Nishimura mentioned that Board Policy No. 1 lacked detail on how the policy was established. The policy stated that the Department will furnish safety equipment and shall replace the equipment with the exception of gross negligence.

DISCUSSION:

Under the current policy, if an employee damages equipment, it needs to be replaced. The Department has a list of equipment from various bargaining units. Chair Nishimura was familiar with electrical personal protection requirements require an employee to be trained and certified by the department to show compliance.

Mr. Shiraishi volunteered to update and draft Policy No. 1 and will include union language. The draft which will be submitted to Chair Nishimura and Manager Craddick for review.

Manager Craddick confirmed that the Department is using chlorine gas and Hyperclor.

Manager Craddick will provide information on the following:

- 1) What is considered safety equipment?

- 2) Is the safety equipment updated annually or part of collective bargaining (based on various bargaining units)?
- 3) Safety issue of the use SCBA's

Mr. Dahilig moved to defer Board Policy No. 1 to the July Board meeting to update the language; seconded by Mr. Dill; with no objections, motion was carried with 5 ayes.

12. Review of Board Policy No. 2 – Lowering of Pipeline (2-12-1970)

BACKGROUND:

Board Policy No. 2 states that there are old lines. The Board will lower the lines at no charge to the property owner.

At 11:45 a.m. Mr. Dahilig exits the meeting but will return in one hour.

Manager Craddick will update the language for Board Policy No. 2 to meet the current standards.

Mr. Shiraishi moved to defer Board Policy No. 2 for Manager Craddick to provide proposed new language at the July Board meeting; seconded by Mr. McCormick; with no objections, motion was carried with 4 ayes.

STAFF REPORTS

Re: The Statement of Kaua'i County Water Department's Revenues and Expenditures

PRESENTATION:

Ms. Yano reported on the Statement of Revenue and Expenditures from April 30, 2013 which included three (3) funds: Water Utility Fund, Facilities Reserve Charge and BAB Fund. The charts included the Revenue Comparative Report, Water Sales Receipt Comparative Report and the Water Consumption Comparative Report in gallons.

Mr. Shiraishi moved to receive the Statement of Kaua'i County Water Department's Revenues and Expenditures; seconded by Mr. McCormick; with no objections, motion was carried with 4 ayes.

Re: Report by the Public Relations Specialist on Public Relations Activities

Chair Nishimura complimented the staff members who completed the Report by the Public Relations Specialist on Public Relations Activities.

Press Releases sent out:

June 6th – Regarding a scheduled water outage for portions of the Kalāheo area to allow Kiewit to tie into the DOW's main line.

June 7th - The Department made headline news in The Garden Island (TGI) newspaper titled "Water fee hikes create splash" by Darin Moriki. Note: This news article failed to inform the public that Habitat for Humanity has already paid its fees and would not be subject to increases. In the future, affordable housing can be reduced by using offsets for State provided grant funding.

June 9th – A Letter to the Editor in TGI titled “Can DOW build a better budget?” written by Bonnie P. Bator (*Anahola*).

Water System Development Fee (WSDF) updates – The Finance Committee forwarded the current draft of its proposed recommendation for the Rules Committee to comment. The recommendation allowed indexing according to the Engineering News Record construction cost index not to exceed 4% per year on average from the date of approval which should prevent future large jumps in the WSDF.

Testimonies have been received and addressed by the DOW including testimony from the County Housing Department and the County Council.

Subject to any further recommendation from the Rules Committee, the Finance Committee has proposed their WSDF schedule to the full Board.

Miscellaneous – PR Intern, Bryanna Pacleb started May 6th.

The Water Committee: On May 31st, the WATER Committee, previously known as the Rewards Committee, (Margie Loo, Joy Buccat, Sandi Nadatani-Mendez, Virgil Kapanui, Peggy Yoshioka, and Fay Tateishi) worked to improve the morale at the DOW by initiating its first bento breakfast. Each employee were given Bentos after the monthly meeting as a way for the Department to show it's appreciation to all employees for their hard work.

The Fun Committee: On April 16th, the Fun Committee (Keith A., Jeff M., Karen D., Mona Y., MJ, Virgil K., and Eddie D. (special projects) met and are excited to announce some NEW IDEAS. A quarterly cook off challenge is being planned and quarterly fun Fridays in the effort to build employee morale and camaraderie amongst the department and one another.

MAS (Make a Splash): This year's Make a Splash water festival is scheduled for Thursday, September 26, 2013. Promo items were inventoried and are being ordered.

Effective June 14th, Ms. Joy Buccat will no longer serve as our DOW Public Relations Specialist as we bid her farewell and good luck on her future endeavors. We thank her for all her hard work and dedication to our staff here at the DOW, but especially to our community.

Mr. Shiraishi moved to receive the Report by the Public Relations Specialist on Public Relations Activities; seconded by Mr. McCormick; with no objections, motion was carried with 4 ayes.

Re: Chief of Operation's Summary Report on Monthly Operational Maintenance

PRESENTATION:

Mr. Reyna pointed out that the over time increase were due to three (3) contractor tie ins that resulted in multiple overnights and one major water line break in Omao in May.

Operations completed installation on three (3) motors. Modifications had to be made to correct the length of the shaft.

Mr. Shiraishi moved to receive the Chief of Operation's Summary Report on Monthly Operational Maintenance report; seconded by Mr. Dill; with no objections, motion was carried with 4 ayes.

Re: Manager's Monthly Update Regarding Activities of Note of the Kaua'i County Water Department

PRESENTATION:

Manager Craddick highlighted the following DOW activities in June 2013:

1. CONTRACTS AWARDED/EXTENSION/AMENDMENTS – RE: CONTRACT #571 GS-2013-2 ONE (1) TRAILER MOUNTED 125 KVA EMERGENCY DIESEL GENERATOR AWARDED TO ALLIED MACHINERY CORPORATION IN THE AMOUNT OF \$72,395.37.
2. Personnel Matters Update – Accountant I position was approved as of today's meeting.
3. Warrant Vouchers were paid in the amount of \$2.1M.
4. Conveyance of Water Facility: 1) Sean & Jeannie Andrade, 2) Carswell / Spalding Partner and 3) Siena Holding, LLC
5. CC&B Billing System Update: Ms. Yano will coordinate and resolve the automatic payment with the Honolulu Board of Water Supply on why the payments are not being posted to the rate payer's accounts.

Note: Chair Nishimura suggested that the implementation of late charges should not start until the problems with the billing system are fixed.

On line viewing of Bills: Mr. Moises reported for Ms. Nadatani-Mendez on the line viewing of bills - 42 people signed up, out of 42 who signed up, 13 people are receiving bills electronically. This may resolve some of the billing posting problems in real time.

6. IT Strategic Plan Update: Notice to Proceed has been given to the contractor, EMA.
7. Affordable Housing Update: No meetings were held.
8. Customer Service: Six (6) trainings will be given to the staff on the following topics:
 - a) The Service Mentality
 - b) Six Cardinal Rules of Customer Service
 - c) Business Friendly Customer Service
 - d) Killer words of Customer Service
 - e) How to Handle the Irate customer
 - f) Essential Telephone Skills

Chair Nishimura requested from Manager Craddick to identify the nature of the customer service issue and if there are SOP's on the procedures (i.e. broken water lines). Customer service issues can be presented to the Board at a later time.

Mr. McCormick moved to receive Manager's Monthly Update Regarding Activities of Note of the Kaua'i County Water Department; seconded by Mr. Shiraishi; with no objections, motion was carried with 4 ayes.

a. Report of the BAB Bond pay down as of May 2013

Mr. Dill moved to receive the Report of the BAB Bond pay down as of May 2013; seconded by Mr. Shiraishi; with no objections, motion was carried with 4 ayes.

Re: Statement of Kaua'i County Water Department's Revenues and Expenditures

PRESENTATION:

Ms. Yano presented the Budget Status Summary as of April 30, 2013 on the Water Utility Fund, Facilities Reserve Charge and the Bond Fund as well as the Revenue Comparative Report, Water Sales Receipt Comparative Report and the Water Consumption (Gallons) Comparative Report. The consumption in gallons correlates with the revenue on what is being constructed.

Mr. Dill moved to approve the Statement of Kaua'i County Water Department's Revenues and Expenditures; seconded by Mr. Dahilig; with no objections, motion was carried with 5 ayes.

J. EXECUTIVE SESSION

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

- 1. Pursuant to Haw. Rev. Stat §§92-4 and 92-5(a)(2), the purpose of this executive session is to consider the Job Performance Evaluation of the Department of Water's Manager and Chief Engineer. This deliberation involves matters affecting the privacy of the Manager and Chief Engineer. If the individual concerned requests an open meeting, an open meeting shall be held.*

[Not Entertained]

TOPICS FOR NEXT WATER BOARD MEETING (July 2013)

1. DOW - Quarterly Reports
2. Public Hearing – Part 2 Section IX of the Rules – **Chair Nishimura will review the last Rules Committee Minutes and the current status.**
3. Public Hearing – Benefit Zones
4. Board Report on the AWWA Conference held June 9-13, 2013 – **Mr. Dill will prepare a report.**

TOPICS FOR FUTURE WATER BOARD MEETINGS

UPCOMING EVENTS

1. HWWA Hawai'i Section Maui, HI (*October 23-25, 2013*)

NEXT WATER BOARD MEETING

1. Thursday, July 25, 2013, 10:00 a.m.
2. Thursday, August 22, 2013, 10:00 a.m.
3. Thursday, September 19, 2013, 10:00 a.m.
4. Thursday, October 27, 2013, 10:00 a.m.

ADJOURNMENT

There being no further business, Chair Nishimura adjourned the Regular Board meeting at 12:09 p.m.; with no objections, motion was carried.

Respectfully Submitted,

Approved,

Edie Ignacio Neumiller
Commission Support Clerk

Sherman Shiraishi
Secretary – Board of Water Supply

DRAFT

Correspondence

RESOLUTION NO.**13-7**

(5/13)

COUNTY OF KAUAI
DEPARTMENT OF WATER
Employee of the Year
SANDI NADATANI-MENDEZ
MAHALO
2012

WHEREAS, SANDI NADATANI-MENDEZ, an Information Tech Specialist I, has been selected by her peers as the Department of Water's 2012 Outstanding Employee of the Year; and;

WHEREAS, SANDI NADATANI-MENDEZ began her public career in February 1998 and to pursue new interests, even though it may not have been known what that interest was at the time, transferred over to DOW in July of 1999, and;

WHEREAS, SANDI'S dedication to work goes sky high over and beyond the duties in her job description, and;

WHEREAS, SANDI'S saw her professional duty as an IT Specialist to lead the DOW Customer Service and Billing Section conversion of their billing program, and;

WHEREAS, although the conversion was intimidating to some of the staff and the sight and sound of CHANGE is frightening, SANDI was able to lessen their fears, in addition to providing muy bien bentos and late afternoon pastries, and;

WHEREAS, SANDI will no longer spend a good part of her day "unblocking" websites for staff users once the firewall is relaxed, and;

WHEREAS, SANDI NADATANI-MENDEZ has consistently shown her reliability by efficiently working side by side with the Customer Service and Billing Section, before, during, and after the conversion, working tirelessly as she maintained her title as Ms. Perfection, and;

WHEREAS, SANDI's has saved a small fortune in the use of paperless communication made so much simpler during Board of Water meetings by teaching us clickable links for navigation to save paper and time, and;

WHEREAS, in the midst of her DOW duties, SANDI has traded in her Menehune blue for Raider Red as the Kauai High Girls Basketball coach who finished runner up at the 2012 Division II - State Championships, and;

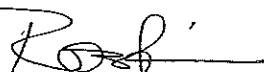
WHEREAS, during her performance of these tasks and her perseverance, SANDI has demonstrated outstanding dependability to the DOW team, by applying her suggestions as a member of the DOW's "WATER" Committee to increase morale within our DOW 'ohana; now, therefore,

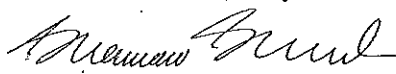
BE IT RESOLVED BY THE BOARD OF WATER SUPPLY, COUNTY OF KAUAI, STATE OF HAWAII that it acknowledges and appreciates the contributions of SANDI NADATANI-MENDEZ for her outstanding dedication and loyalty and congratulate her upon the receipt of the 2012 Outstanding Employee of the Year Award, and;

BE IT FURTHER RESOLVED that a copy of this Resolution shall be forwarded to SANDI NADATANI-MENDEZ with our utmost appreciation for her outstanding work.

We do certify that the foregoing was duly adopted by the Board of Water Supply during its meeting on Thursday, June 20, 2013.




Randall Nishimura, Chairperson


Sherman Shiraishi, Secretary

Hui Ho'opulapula Na Wai o Puna

17 June, 2013

13 JUN 18 PM 2:43

DEPT. OF WATER
COUNTY OF MAUI

Department of Water,

Randall Nishimura, Board Chair

4398 Pua Loke St.

Lihue, HI 96766

Mr. Nishimura:

We have been in communication with your staff regarding our interests in restoring a balance to the waters of Puna (see attached letters).

Department of Water staff have been very helpful and participated in our 28 April meeting in Niumalu. Their presence showed that Department is transparent and acknowledges the responsibility to the rest of the community for the waters that you manage.

Because the Department of Water operates ground water wells, purchases diverted stream water, and because we know that the stream flow and ground water are inextricably linked in the Lihue basin, the Department is a major determiner of the current and future water balance in this area. We also believe that the Hui and DOW have compatible goals, in that both are concerned with protected and prioritized public trust uses of our waters.

For these reasons, we would like to be placed on the agenda of the July meeting of the Board. At this meeting, the Hui will explain to the Board how and why the DOW can support the goals of the Hui by jointly requesting that south Puna (Lihue Basin generally) be designated as a ground/surface water management area under State Water Code (HRS 174C-41). This designation will provide our community, including the DOW, with the proper tools for prioritizing and balancing the use of our waters.

We believe that this State process under the Water Code is the appropriate one for managing our water in Puna, because it requires us to examine and balance our use holistically, rather than project by project, well by well, diversion by diversion. Therefore we strongly request that no new water projects proceed, or be planned, until south Puna is designated as a water management area. The obvious project being discussed is the horizontal well. A project of this magnitude, both positive and negative, can only be adequately discussed and determined under the Water Code. For this reason, we also suggest that you do not move forward with the EIS process for this project, or, the first determination of the EIS process be that the effects of the project cannot be assessed until the Lihue basin is designated as a water management area.

Please let us know about the July Board meeting as soon as possible.

Thank you again for your stewardship of our waters and support of our process.

Sincerely,

Debra Lee-Jackson

PO Box 662201

Lihue, HI 96766

huleiafarm@gmail.com



13 JUN 26 PM 12:29

DEPT. OF WATER
COUNTY OF KAUAI

June 24, 2013

Chairman Randall Nishimura
County of Kauai, Board of Water Supply
4398 Pua Loke Street
Lihue, HI 96766

RE: Waiahi Surface Water Treatment Plant Delivered Water Fee

Honorable Chairman Nishimura and Members of the Board:

I am writing to you with regard to the Delivered Water Fee for the Waiahi Surface Water Treatment Plant.

As you know, the Water Treatment and Delivery Agreement dated February 19, 2004 ("Water Agreement") provides that the Board of Water Supply ("BWS") shall pay a Delivered Water Fee, which shall be adjusted annually based on the operational, maintenance and development costs plant. Included in the calculation for the annual adjustment for Delivered Water Fee is a requirement that Grove Farm Properties Inc. ("Grove Farm") receive a return of 10% of two thirds of the cost to develop and construct the Surface Water Treatment Plant. The Delivered Water Fee has remained fixed since 2007, however, Group Farm has not received the required rate of return.

To address this deficiency, Grove Farm and the Department of Water agreed on a Water Delivery Fee for fiscal year 2013 of \$1.75 per 1000 gallons, assuming that BWS takes its full allocation of 3,000,000 gallons per day of Delivered Water for the remainder of 2013. Grove Farm finds the 2013 rate to be acceptable provided BWS utilizes a full 3,000,000 gallons per day allocation, but reserves its right to seek an annual adjustment for fiscal year 2014 and each subsequent year until the expiration of the Water Agreement.

Should you wish to discuss this matter, please do not hesitate to contact us at.

Yours very truly,

Michael H. Tresler,
Senior Vice President

To: Kauai Board of Water Supply

Re: Our request for Application of Proposed Rates to our low cost Studio apartment Kapaa.

Aloha Board of Water Members, I am proposing to you folks to please support a low cost project that is not subsidized by government. Since you have not yet implemented the new expansion fee rules being more realistic toward low water use multifamily units I am requesting the Board to allow me to pay the proposed New Method.

I am attempting to finalize the conversion of a building at 4585 Lehua St, Kapaa from Office usage to 13 Studio apartments. (Due to bad economic times for Office rentals).

These units are very small Studios, 13 @ 325 Sq Ft each they calculate to require a 1 " water meter, up from the existing 5/8" meter.

I simply cannot make this project "Pencil" with the current methodology, that being the Facility Reserve Charges for Multi Family approved based on the meter size or number of units whichever is greater.

If we were to buy increased water per the current out of date formula, disadvantaging low cost housing it would cost 13 studios x \$4,600=\$59,800 Minus the existing 5/8th meter at \$4,600 (=\$55,200)water fees.

If fixture units are allowed 80 fixture units X \$572 per = \$45,760 - the 5/8" meter at = \$41,160 which is still very high but would help make the project work.

Thank you all for your consideration on this project, I'm sure there are many more projects that could use Water Tap fees more suited to actual use instead of by the unit which will could "break" the proposed projects.

For any questions the day of your meeting I will be available for a phone call at 970-209-4265.

Jack Young, Ridgeway Rentals,LLLP

13 JUL -3 PM 12:36

Board Committee Reports



F. Board Committee Reports

1. Rules Task Force Report

REPORT

PENDING

Old Business

DEPARTMENT OF WATER

County of Kauaʻi

“Water has no Substitute – Conserve It!”

MANAGER’S REPORT No.13-53

July 25, 2013 *(revised from 06-20-13)*

Re: Job No. PHL-03 – Kahili High Level Well Energy Savings Project, Proposed Public Relations Program

INTRODUCTION:

The Board asked for the following information at the June 24th Board meeting.

1. More details on the Design Thinking (DT) methodology, including cost
2. More details on the feasibility study including cost
3. A brief report on funds expended on Job No. PLH-03 and the status of the work completed so far
4. Expected outcomes of Job No. PHL-03

RECOMMENDATION:

It is recommended that:

1. The Board approves the Kahili High Level Well Energy Savings Project, Proposed Public Relations Program using a Design Thinking Methodology. This process will be conducted in two phases with a report to the Board between phase 1 and phase 2.
 - a. Phase 1a, b Cost: \$45,000 to \$55,000 Design Thinking
 - b. Phase 2 Cost: \$40,000 to \$45,000 Feasibility Study
2. That the Board approves the concept of delaying the Feasibility Study contingent on the result of the DT Public Relations program.
3. **The Board approves the concept and there will be no additional cost to the Department. The current project budget will adjust by modifying the scope to include this and reduce traffic studies originally included.**

1. PROPOSED DESIGN THINKING METHODOLOGY

There is a general agreement that is necessary to involve the community in the Kahili project. We propose to use Design Thinking as the tool or template for community involvement and for gathering ideas and information from the community. The information gathered in the Design Thinking process can be used by the Board to assess public opinion on the project.

Design Thinking is a shared problem solving process and is well suited to be used in challenging public relations situations such as Kahili. There are five steps to the Design Thinking process (Empathy, Define, Ideate, Prototype and Feedback). The Design Thinking steps are intended to be addressed iteratively. In other words, it is possible to go back a step and redo it in order to gain more insight and information. To accommodate the iterative nature of the technique, three public meetings will be held. We have designed a process whereby certain steps directly involve the community.

It is essential to note that Design Thinking is not a new way of thinking. It is a process that has been successfully used in many situations in conflict resolution, as well as planning and design. The process was formalized at Stanford University as "Design Thinking" so that more people can apply and adapt Design Thinking for their needs. In its simplest form, Design Thinking starts with understanding the interests, values and conflicts of all stakeholders. In Hawaii, this is "talk story." In Design Thinking, this is "empathy." Design Thinking then moves to clarifying and defining the need and problem. This is typical of any conflict resolution problem – What's the basic need of each party? After understanding the problem and need, it is then time to bring people together in a non-confrontational setting to come up with many ideas on how to meet the needs. In Design Thinking, this is called "ideating." The ideas are boiled down to a few fundamental options, and these options would generate options, or "prototypes." These prototypes need to be quickly done so that they can be critiqued by users and stakeholders. In Design Thinking, this is called "testing."

In order to implement this Design Thinking Public Relations plan, the contractor and Kaua'i Department of Water (KDOW) staff would have to be fully involved. A Design Team composed of six County or KDOW staff and six Contractor staff will be formed.

We are proposing that the public relations plan be divided into two Phases. Phase 1a will entail collecting one-on-one community information (interviews) and summarizing this information in the form of a report to the Board. Phase 1b is the process of presenting the information at public meetings and receiving and processing feedback. The results of Phase 1b will also be presented to the Board. Phase 2 will be a feasibility study based on the results from the first phase.

It is important to understand that the Design Thinking process is an open process and is not intended to lead to any one particular outcome. The result of the process will be in the form of more complete information on public opinion which the Board can use to make decisions.

Phase 1a. Interviews and Defining

The interviews have to somewhat focused to be an effective information gathering technique. We propose that the focus be, "How can the Kauai Department of Water continue to provide a safe, affordable and reliable supply of potable water to their customers in the future while safeguarding natural resources."

The first step is to gather information from the community via interviews. During the interviews, we will encourage individuals to express more in depth thoughts, beliefs, ideas, insights and stories. This will entail interviewing approximately 50 people. The interviews will be conducted individually or occasionally in small groups. They will be held throughout Kauai so that we get a good cross-section of the community.

People to be interviewed will be selected from the following groups:

- Hawaiian culture practitioners
- Environmentalists
- Nearby landowners
- Rate payers interested in KDOW activities
- Alternative energy advocates
- Business people including but not limited to the tourist industry

- Government agencies (possibly Federal, State and County)
- Educators, social workers, religious representatives
- Farmers
- Various geographic leaders beyond the Wailua-Hanamaulu Ahupua'a. Perhaps including selected leadership from the Moku of Kona, Puna, Ko'olau and Halelea'a.

The interview process will result in a large amount of raw data about public perception of the problem. The Design Team will "define" or organize and compile the insights and data collected from the public interviews and formulate problem statements and ideas as defined by the public.

Phase 1b. Public Meetings

Upon approval from the Board we propose to continue to the public meeting process. This continuing process will use the information generated from Phase 1 to involve the public.

Community Meeting Gathering Ideas (Meeting No. 1)

The purpose of this meeting is to gather information from the community on how they want to solve the problem(s) that were identified and defined during Phase 1. A rough agenda would be as follows:

1. Brief talk about the purpose and expectations of the meeting
2. Presentation of the background and problem(s)
3. Divide into several groups of 4 to 8 people to discuss the problems(s) and come up with proposed solutions. Each group will be facilitated (not led) by a member of the Design Team (KDOW or Contractor)
4. Groups will present their ideas to the whole group
5. Facilitators will summarize and talk about the continuing steps in the process

Testing Ideas (Prototyping)

The Design Team will analyze the ideas and solutions gathered at the first public meeting and to come up with six ideas (or prototypes) that will be further discussed with the community. A prototype is a sample or model built to test a concept or to act as thing to be scaled-up or learned from. The purpose of the prototype is to have a concept that can be tested by community members and allow the individual testing the idea and to understand the idea well enough to give feedback.

Test Prototype (Meeting No. 2)

The purpose of this meeting is to gather opinions and feedback on our prototypes. A rough agenda would be as follows:

1. Brief talk about the purpose and expectations of the meeting
2. Presentation of the background, problem(s) and proposed prototypes
3. Divide into several groups to discuss the prototypes and develop feedback. Small groups consisting of at a minimum: one person from KDOW, one Contractor and one community member will be presenting the prototypes. Community members will be able to give feedback on the prototypes on an individual basis. A rotation will be formed so that the community members will be able to give feedback on at least two (2) prototypes. Each group will be facilitated (not led) by a member of the Design Team (KDOW or Contractor)
4. Facilitators will summarize and talk about the continuing steps in the process

Refine the Prototypes

The Design Team will meet to compile and summarize the information gathered at Meeting No. 2. Then the Design Team will then refine the prototypes based on the community meeting feedback and come up with three prototypes.

Test Prototypes (Meeting No. 3)

This would be the third and final Kahili public meeting. The purpose of this meeting is gather opinions and feedback (“more empathy”) on our prototypes. A rough agenda would be as follows:

1. Brief talk about the purpose and expectations of the meeting
2. Presentation of the background and problem(s) and proposed prototypes
3. Divide into several groups to discuss the prototypes and develop feedback. Small teams consisting of at a minimum: one person from KDOW, one Contractor and one community member will be presenting the prototypes. Community members will be able to give feedback on the prototypes on an individual basis. A rotation will be formed so that the community members will be able to give feedback on at least two (2) prototypes. Each group will be facilitated (not led) by a member of the Design Team (KDOW or Contractor)
4. Groups will present their ideas to the whole group
5. Facilitators will summarize and talk about the continuing steps in the process.

Finalize Prototypes and Develop a report for the Board

A report will be prepared for the Board that summarizes the results of the Design Thinking Public Participation process. The report will also present the “prototypes” or ideas that the public believes are the solutions to the KDOW’s challenge. These ideas will then be addressed in the feasibility study.

Cost of Phase 1a, b: \$40,000 to \$45,000

2. FEASIBILITY STUDY

It is understood that the Board requested more information on the feasibility study. We suggest that defining the scope of the feasibility study is contingent on the results to the Design Thinking Public Relations Process. Upon presentation of the final Design Thinking report, the Department and Board can decide on how to proceed. There is a possibility that this phase is not needed.

Cost of Phase 2: \$45,000 to \$55,000

3. FUNDS EXPENDED AND WORK COMPLETED

See attachment.

4. EXPECTED OUTCOMES OF JOB NO. PLH-03

At end of Environmental Impact Statement process we will have documented and disclosed the beneficial and adverse impacts of the proposed project. The Design Think Process will help to provide more community input to better identify the impacts. The Board will then have the opportunity to review the EIS and decide whether or not to accept the document.

5. DESIGN THINKING AND WHY IT WAS NOT PROPOSED INITIALLY

Oceanit has been encouraging Design Thinking in Hawaii for about three years. Oceanit has also been learning about how to use the process and expanding its experience and capability in its use. Kahili was first scoped out about two and a half years ago. At that time Oceanit was not familiar enough with Design Thinking to put it in its proposal for the Kahili project.

This above commentary is from Oceanit as the Department would have no knowledge as to why Design Thinking was not or whether it could have been used from the onset. This project is a collaborative project with the Contractor and DOW would have been unable to do the project without a lot more upfront costs without using the RFP solicitation process. Oceanit is the Contractor's subcontractor for this project and other than the issue that a cultural person was not used during the effort to date due to the untimely death of the person they were using, the unfortunate use of an erroneous visual aid at the scoping meeting and questions that have answers that are part of the rest of the process I believe we will have a EIS that fully embraces the intent of completing an EIS and explains fully the project and compares it to alternatives once the report is completed.

There may be another added benefit to Kaua'i in the use of the Design Thinking process as the school system here expects to use the process also and any experience gained here on island may help in that process.

Respectfully submitted,



David R. Craddick, P.E., C.E.M.
Manager and Chief Engineer

DRC: ein

Attachment: High Level Well Benefit Cost Ratio Chart
Mears Group, Inc. Invoice – Period Ending: Thursday, June 27, 2013

Mgrrrp/July 2013/13-53 Job No. PHL-03 – Kahili High Level Well Energy Savings Project, Proposed Public Relations Program (7-25-13 revised from 6-20-13):ein

High level well cost
Transmission Pipeline
Hydro Facility
Total estimated cost

\$30,000,000
\$25,000,000
\$5,000,000
\$60,000,000

Conversion

HP
to KW

0.74569987

HP Power generated

assume

90%

efficiency

MGD Pressure in feet of Head Pressure in feet of Head Pressure in feet of Head Pressure in feet of Head

HORSEPOWER for various senarios

3	500	600	700	800	239	286	334	382
4	500	600	700	800	318	382	445	509
6	500	600	700	800	318	382	445	509
8	500	600	700	800	636	764	891	1018

Power saved in 2013 dollars per year

KILOWATT for various senarios.

6MGD	3MGD	4MGD			178	214	249	285
\$1,000,000	\$	500,000	\$	666,667	237	285	332	380
					237	285	332	380
					475	569	664	759

2013 Treatment costs eliminated per year

\$2,000,000

Assume 24 operation KWH

6 mgd	3 mgd	4 mgd			4271	5125	5979	6833
\$3,000,000	\$	2,000,000	\$	2,666,667	5694	6833	7972	9111
					5694	6833	7972	9111
					11389	13667	15944	18222

Daily power generated in DOLLARS at

\$0.20 per KWH

\$	854	\$	1,025	\$	1,196	\$	1,367
\$	1,139	\$	1,367	\$	1,594	\$	1,822
\$	1,139	\$	1,367	\$	1,594	\$	1,822
\$	2,278	\$	2,733	\$	3,189	\$	3,644

Funds saved or generated per year

\$	311,770	\$	374,124	\$	436,478	\$	498,833
\$	415,694	\$	498,833	\$	581,971	\$	665,110
\$	415,694	\$	498,833	\$	581,971	\$	665,110
\$	831,388	\$	997,665	\$	1,163,943	\$	1,330,220

Include operational savings

which are estimated at

\$0.10

per kgal

per day	per year	per 200 yrs
\$300	\$109,500	\$21,900,000
\$400	\$146,000	\$29,200,000
\$600	\$219,000	\$43,800,000
\$800	\$292,000	\$58,400,000

Life of the project

200

years

for various senarios.

Savings	\$	584,254,067	\$	596,724,881	\$	609,195,694	\$	621,666,508
	\$	779,005,557	\$	795,633,308	\$	812,261,059	\$	828,888,811
	\$	926,938,757	\$	943,566,508	\$	960,194,259	\$	976,822,011
	\$	824,677,513	\$	857,933,016	\$	891,188,519	\$	924,444,021

FLOW in

MGD

500

600

700

800

HEAD

\$ Benefit to \$ Cost Ratio

3

10

10

10

10

2013 Dollars

4

13

13

14

14

6

15

16

16

16

8

14

14

15

15

Kahili HDD Well Puhi-Lihue-Hanamaulu-Kapaa Water System Improvements
Kauai, Hawaii

Mears Job Number: 9201256900

Period Ending: **Thursday, June 27, 2013**

HDD Installation										
Description		Estimated Budget	Estimated Quantity	Total		Previous		Current Period		
				% Complete	Invoice Amount	% Complete	Invoice Amount	% Complete	Invoice Amount	
	Board of Water Supply, County of Kauai		\$ 1,924,300.00	100%	23.4%	\$ 450,562.00	22.8%	\$ 439,520.00	0.6%	\$ 11,042.00
	Investigation		\$ 691,700.00	36%	4.7%	\$ 32,832.00	4.7%	\$ 32,832.00	0.0%	\$ -
	A. Geophysical Exploration and Reporting		\$ 213,600.00	1.00	2.0%	\$ 4,272.00	2.0%	\$ 4,272.00	0.0%	\$ -
	B. Geotechnical Exploration and Reporting		\$ 365,200.00	1.00	0.0%	\$ -	0.0%	\$ -	0.0%	\$ -
	C. Topographical Survey and Reporting		\$ 28,900.00	1.00	0.0%	\$ -	0.0%	\$ -	0.0%	\$ -
	D. Other Investigation Required (Hydro Geological Report / Access R		\$ 84,000.00	1.00	34.0%	\$ 28,560.00	34.0%	\$ 28,560.00	0.0%	\$ -
	Planning an Permitting		\$ 1,132,600.00	59%	32.6%	\$ 368,730.00	31.8%	\$ 359,688.00	0.8%	\$ 9,042.00
	E. Environmental Impact Statement		\$ 555,000.00	1.00	39.0%	\$ 216,450.00	38.0%	\$ 210,900.00	1.0%	\$ 5,550.00
	F. Archeological and Cultural Resource Reporting		\$ 50,400.00	1.00	25.0%	\$ 12,600.00	25.0%	\$ 12,600.00	0.0%	\$ -
	G. Zoological and Botanical Reporting		\$ 50,400.00	1.00	0.0%	\$ -	0.0%	\$ -	0.0%	\$ -
	H. Permitting		\$ 302,200.00	1.00	0.0%	\$ -	0.0%	\$ -	0.0%	\$ -
	I. Other Planning and Permitting Required (PR)		\$ 174,600.00	1.00	80.0%	\$ 139,680.00	78.0%	\$ 136,188.00	2.0%	\$ 3,492.00
	Project Management		\$ 100,000.00	5%	49.0%	\$ 49,000.00	47.0%	\$ 47,000.00	2.0%	\$ 2,000.00
	J. Project Management during invstigation, planning and permitting		\$ 100,000.00	1.00	49.0%	\$ 49,000.00	47.0%	\$ 47,000.00	2.0%	\$ 2,000.00

1.00

Change Orders														
Description		Estimated Budget	Estimated Quantity	Total			Previous			Current Period				
				Qty Complete	% Complete	Invoice Amount	Qty Complete	% Complete	Invoice Amount	Qty Complete	% Complete	Invoice Amount		
2.0	Change Orders	\$ -				#DIV/0!	\$ -		0%	\$ -		#DIV/0!	\$ -	
	2.0.1 Change Order Item	\$ -	1.00	1.00	100%	\$ -	0.00	0%	\$ -	1.00	100%	\$ -		
	2.0.2 Change Order Item	\$ -	1.00	0.00	0%	\$ -	0.00	0%	\$ -	0.00	0%	\$ -		
	2.0.3 Change Order Item	\$ -	1.00	0.00	0%	\$ -	0.00	0%	\$ -	0.00	0%	\$ -		
	2.0.4 Change Order Item	\$ -	1.00	0.00	0%	\$ -	0.00	0%	\$ -	0.00	0%	\$ -		
	2.0.5 Change Order Item	\$ -	1.00	0.00	0%	\$ -	0.00	0%	\$ -	0.00	0%	\$ -		
	2.0.6 Change Order Item	\$ -	1.00	0.00	0%	\$ -	0.00	0%	\$ -	0.00	0%	\$ -		
	2.0.7 Change Order Item	\$ -	1.00	0.00	0%	\$ -	0.00	0%	\$ -	0.00	0%	\$ -		
	2.0.8 Change Order Item	\$ -	1.00	0.00	0%	\$ -	0.00	0%	\$ -	0.00	0%	\$ -		
	2.0.9 Change Order Item	\$ -	1.00	0.00	0%	\$ -	0.00	0%	\$ -	0.00	0%	\$ -		
Total Invoice Amounts This Period:														\$ 11,042.00

2. Approval of FY 2013-2014 Capital
Improvement Project (CIP Budget)

REPORT
PENDING

GOALS FOR THE MANAGER AND CHIEF ENGINEER

FY2013-2014

July 1, 2013-June 30, 2014

July 25, 2013 (*rev from June 20, 2013*)

Re: Board Adoption of the Manager and Chief Engineer Goals for FY 2013 - 2014

Recommendation: Board Concurrence on Proposed Goals for the Manager and Chief Engineer
FY 2013-14

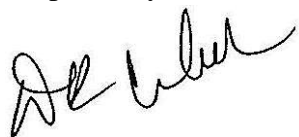
The following Goals are proposed for the 2013 – 2014 Fiscal Year beginning July 1, 2013 through June 30, 2014 for the Manager and Chief Engineer for the County of Kauai Department of Water. Attached in **red** are comments made by Manager Craddick.

- A. Complete Water Service Development Fee Analysis and modifications to Rules as applicable by **calendar end - 2013**.
 - 1. **We will have to work together on this goal it is one for us all.**
- B. Provide clear Board Manager's reports providing background, options and recommendations.
 - 1. **Okay**
- C. Provide Manager's reports to the Board by the Friday prior to the Agenda meeting.
 - 1. **Okay**
- D. Reduce the amount of time to resolve grievances by 10%.
 - 1. **This is not in the control of the Manager or anyone unless we just give in to any demands.**
- E. Establish baseline for water loss.
 - 1. **Okay**
- F. Provide timetable to complete the basic GIS model based upon current funding.
 - 1. **Okay**
- G. Obtain HR/Personnel Department approval for current Table of Organization and stick with current Table of Organization for entire Fiscal year.
 - 1. **This appears reasonable but reallocations are not under my purview. When employees are functioning beyond their job description they can ask for an evaluation that can result in a reallocation of the position. As long as this is not considered reorganization there is no problem with this goal. Keeping in mind there may be settlement type of changes in the not too distant future.**
- H. Identify and fill 80% of required key unfilled vacancies by FY end.
 - 1. **We have little to no control over DPS's work product. Filling positions requires DPS's participation. Unless you are giving the Manager authority to go over the head of the DPS personnel and advertise positions, decide who qualifies for interview and how much we are going to pay the person which I will gladly do this proposed goal is not under my control. In addition we already have space problems within the current building. Having said all this I can try.**
- I. Recommend top projects by December 2013:

July 25, 2013 (rev from June 20, 2013)

- a. 10 Source Projects based on current General Plan and Zoning maps.
 - b. 5 Storage Projects based upon the Current General Plan and Zoning maps.
 - c. 10 Transmission Projects based upon the Current General Plan and zoning maps.
 - d. 10 Distribution Projects based upon the current General Plan and Zoning maps.
 - e. 20 Replacement projects based upon current General Plan and Zoning maps and maintenance requirements.
1. There should be cost savings or demand reduction projects also.
 2. Distribution lines are replacement projects so are the sum of 30 needed or some number between 10 and 20?
- J. Complete the installation of energy efficient motors purchased in FY 2012 by 2nd quarter of FY 2013-2014.
1. Okay
- K. Complete Design of top 10 projects by FY end.
1. Clarification needed on top ten (10) what?
- L. Reduce construction costs for new office building by 20%.
1. Okay
- M. Reduce manager's travel by 30%.
1. Okay Attached is last year's travel log for the board's review.

Respectfully Submitted,



David R. Craddick, P.E., C.E.M.
Manager and Chief Engineer

DRC/mjg

Attachment: Manager's time away from Office – FY 2012 - 2013

Goals for the Manager & Chief Engineer - response (7-25-13) mjg

Manager's time away from office

	Date	Days	Description
July 1, 2012 through December 31, 2012	7/2 - 7/6	4	Personal
	8/24/2012	1	Day off - Worked on Statehood Day 8/16/13
	9/6 - 9/7	2	AWWA Hawai'i Section Officers Mtg
	9/17/2012	3	Personal
	9/20 - 9/26	4	NRWA Nashville
	9/26 - 9/30	3	WUC Denver
	10/1 - 10/8	5 1/2	Personal
	10/13/2012	1	Honolulu Section AWWA Board Mtg
	10/17 - 10/19	3	HWWA Conference
	10/22/2012	1	Personal
	12/21 - 12/31	6	Personal
January 1, 2013 through June 30, 2013	1/31 - 2/1	2	Legislature Meeting
	2/6 - 2/15	8	NRWA Lobbying
	2/22 - 2/26	3	Disaster Management for WasteWater & Water Utilities
	3/18 - 3/19	2	AWWA Fly-in & Legislature Meeting
	3/25/2013	1	Legislature Meeting
	4/22/2013	1	Legislature Meeting
	5/7/2013	1	AWWA Hawai'i Section Conference
	5/10/2013	1	AWWA Membership Meeting
	5/17 - 5/22	4	Personal
	6/7 - 6/13	5	AWWA Conference Denver, CO
	6/18 - 6/19	2	Design Thinking Boot Camp
TOTAL			63.5
Day's Paid			40
Day's VAC			23 1/2

BOARD OF WATER SUPPLY POLICY NO. 1

RE: Personal Safety Equipment

The Manager and Chief Engineer will require staff to follow all federal, state, county safety rules and regulations and the various bargaining unit agreements regarding personal safety equipment and provide training for its use.

A Safety Procedures Manual with disciplinary actions required for failure to follow the safety procedures shall be provided to all staff.

Except in the case of gross negligence, all safety equipment which is turned in once damaged or worn out will be replaced by the Department. Lost items will be replaced once per year.

Date:

Chairperson, Kaua'i Board of Water Supply

RE: PERSONAL SAFETY EQUIPMENT

Effective Date: July 25, 2013

Supersedes: May 20, 1981

BOARD OF WATER SUPPLY POLICY NO. 2

RE: Lowering of Pipelines or Service Laterals

1. At construction, pipelines or service laterals within the public easement area which were not installed to Board of Water Supply Standards at the time of construction will be lowered free of charge when the lowering is necessary for the construction of a driveway into the property.
2. In cases where there is no easement, the property owner must first convey an easement to the Board.

Date:

Chairperson, Kaua'i Board of Water Supply

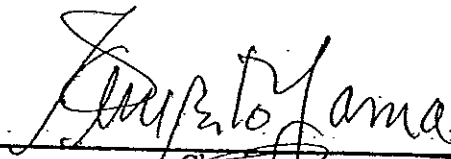
RE: LOWERING OF PIPELINES

Effective Date: July 25, 2013
Supersedes: February 12, 1970


BOARD OF WATER SUPPLY POLICY NO. 10

RE: TEMPORARY ASSIGNMENTS

All temporary assignments shall be for a minimum of one full day except for assignments after regular working hours or for days when the total time worked is less than 8 hours.



Chairman
Board of Water Supply



Date

RE: TEMPORARY ASSIGNMENTS

Effective Date: September 10, 1970

Background

The Board approved in the 2007/2008 Budget an amount of \$50,000.00 for a SCADA System Integrator Consulting and Maintenance Contract. Since that time, we have been working with our SCADA integrator, FluidIQs, Inc., to develop a contract scope of work and a payment schedule. Below is a summary of the proposed contract:

1. Pua Loke SCADA System Maintenance. FluidIQs to provide a Network Engineer for forty (40) hours, two (2) times a year. The SCADA master computer equipment located in the Operations Building would be inspected for proper operation and software upgrade requirements by the FluidIQs Network Engineer. Total proposed annual cost including all expenses is \$15,900.00.
2. Remote Site Maintenance. FluidIQs to provide two (2) Field Service Engineers for forty (40) hours, four (4) times a year. Our SCADA system is comprised of over 90 remote sites. The Field Service Engineers would be inspecting each site to verify integrity of equipment, verify radio performance, verify battery backup operation, re-calibrate instruments, etc. Total proposed annual cost including all expenses is \$57,200.00.
3. System Technical Support. FluidIQs to provide support services to DOW via telephone and the digital highway to answer technical questions and assist in solving problems regarding the SCADA equipment. This service will be provided on an as-needed basis at the Network Engineers rate of \$130.00 per hour. The total estimated annual cost of this service is \$26,000.

It should be noted that the subject agreement does not include the cost of repair or replacement parts. Should the FluidIQs engineers find faulty or inoperable parts, the cost of parts will be charged separately. Funds for replacement parts are already available in Account No. 43A, Electrical Parts.

We have reviewed the proposal from FluidIQs and find that it is reasonable and necessary for the general maintenance and upkeep of the SCADA system. It was therefore recommended to approve the additional \$50,000.00 to allow for initiation of the subject agreement.

Mr. Kyono moved to approve the additional funding in the amount of \$50,000.00 for the subject SCADA System Annual Consulting and Maintenance Agreement, seconded by Mr. Costa; motion was carried.

Re: Request Board Approval to Rescind Board of Water Supply Policy No. 10 Relating to Temporary Assignment (TA), Dated September 10, 1970.

Ms. Debra Togioka gave the following report to the Board.

Recommendation:

It was recommended that the Board rescind Board Policy No. 10 regarding TA and all related memorandums referencing the application of Board Policy 10. A copy of Board Policy 10 was given to the Board for their information.

Temporary assignments shall be made in accordance with the respective Union Bargaining Unit Agreements and consistent with the County practice. The criteria and issuance of TA is a management matter; therefore, it should be delegated as an administrative function, not a Board policy matter.

Background:

In conjunction with Board Policy 10, the Department issued a Standard Operating Procedure (SOP) to clarify and define its temporary assignment procedure. This SOP was first issued on September 14, 1970 and Paragraph B.3 of the SOP similarly reflected the language in as stated in Board Policy No. 10.

Upon review of the current SOP No. 15, the Department is proposing revised language to clarify Paragraph B.3. From time to time questions arise regarding the interpretation and intent of Board Policy 10 that all temporary assignments be for a minimum of one full day except for assignments after regular hours or for days when the total time spent is less than eight (8) hours. Therefore, the proposed clarification states, *Employees receiving TA shall be compensated at the appropriate higher rate based on actual TA time worked.* A copy of the revised SOP is attached for your review.

If the Board approves the Department's recommendation to rescind Board Policy No. 10, the revised language in SOP 15a will take effect immediately and supersedes any internal department policy, memorandum or procedure on temporary assignments. In addition, SOP 15a will be transmitted to the Unions.

Mr. Kyono moved to rescind Board Policy No. 10 regarding TA and all related memorandums referencing the application of Board Policy 10, seconded by Mr. Costa; motion was carried.

Re: Conveyance of Water Facility from Gass Pacific, LLC, for the Warehouse for Gass Pacific, LLC; TMK: (4) 3-3-12:038, Lihue, Kauai, Hawaii

It was recommended that the Conveyance of Water Facility document be approved; whereby, Gass Pacific, LLC, transfer unto the Board of Water Supply, County of Kauai, all of its right, title and interest to: one (1) each, 2 ½-inch copper single service lateral for 2" detector check meter, for the Warehouse for Gass Pacific, LLC; TMK: (4) 3-3-12:038, Lihue, Kauai, Hawaii.

Grant of Easement not required.

Mr. Kyono moved to approve the Conveyance of Water Facility from Gass Pacific, LLC, seconded by Mr. Costa; motion was carried.

Re: Conveyance of Water Facility from Brett J. and Lourdes H. Struhar for the Installation of Water Meter Servicing Lot 1-A, Hehi Road, TMK No. 3-7-01:028, Hanamaulu, Kaua'i, Hawai'i

It was recommended that the Conveyance of Water Facility document be approved; whereby, Brett J. and Lourdes H. Struhar transfer unto the Board of Water Supply, County of Kauai, all of its right, title and interest to: One (1) 1-Inch Copper Lateral for

Re: Travel Policy and Procedures

A. AUTHORITY

The Waterworks Controller (Controller) is authorized to administer the payment of per diem allowances and to establish the necessary administrative practices and procedures relating thereto.

B. PURPOSE

The purpose of this policy and procedures is to establish guidelines and operational procedures relative to intra-state and out-of-state travel in order to utilize travel funds for maximum benefit to the Department of Water (DOW).

C. COVERAGE

These policies and procedures shall apply to all officers and employees of the DOW and members of the Board of Water Supply (Board), who are on travel status in connection with their official duties and responsibilities. This shall supersede all previously issued policies and procedures relating to travel and related expenses.

D. TRAVEL STATUS

Personnel shall be considered to be on travel status only during the time they are conducting official business away from their regular place of business and while traveling to and from the place at which such business is regularly transacted, not including normal home-to-work travel. Unless otherwise specified and approved by the Manager and Chief Engineer (Manager) for travel outside of the State of Hawaii, travel status begins 24 hours prior to the time the employee is to be at the out-of-state destination. The official travel time for intrastate travel shall begin 90 minutes before the scheduled flight departure time. Travel status ends upon arrival back on Kauai after the event ends based on the most direct travel route available.

E. TRAVEL AUTHORIZATION

The approval of the Manager shall be required for all official DOW travel. All approved travel shall be allowed provided that the Controller or a designee certifies that funds are available for such purposes.

F. FUNDS FOR TRAVEL

Funds for travel expenses including per diem allowances and other allowable expenses may be secured by way of cash advancement as prescribed by the Controller or by way of reimbursement of expenditures upon completion of the trip and upon submission of appropriate receipts and/or other evidence of expenditures. Travel advances are generally limited to per diem, registration fees, and airfare. All personnel are to submit their travel requests to the Manager at least TWO (2) full weeks prior to departure to allow for proper processing. (See Page 6 -Emergency Procedures Item Q-1). Any excess funds advanced for travel must be returned not later than five (5) working days after completion of the travel.

G. PREFERRED TRAVEL TIME

To the extent possible, all official travel and business will be conducted within the normal workweek, Monday through Friday. Expenditures for weekend or holiday travel may be disallowed if deemed to be unwarranted by the Manager or the Controller.

H. TRAVEL ALLOWANCE

1. Per Diem Allowance: A per diem allowance is a specific allowance of money made available to cover the personal expenditures of a traveler; such as meals, lodging, tips, laundry and other necessary expenditures incident to travel. It is not intended to include official expenditures having to do with the conduct of official business such as described in *Paragraph M, Page 4, "Allowable Expenses"*. A seminar/workshop or conference brochure shall also be submitted to assist the Controller in verification of per diem allowances.
2. Amounts of Allowance:
 - a) The per diem allowance shall be as prescribed by the *Mayor's Executive Order in accordance with Chapter 89C, HRS*, or applicable collective bargaining agreements as appropriate. All others that are not affected by a collective bargaining agreement shall be paid a per diem allowance as prescribed in *Sec. 3-5, Code of Ordinances, County of Kauai*.
 - b) In the case of official travel time involving a fraction of a day, the allowable claim shall be in terms of quarter day periods, with quarter-day periods measured from midnight. In the case of one-day trips (leaving and returning on the same day), the allowable claim shall not exceed two (2) quarter-day periods.
 - c) When government quarters or other lodging and meals are available at no cost or low cost, a lower per diem rate may be prescribed by the Controller. However, the per diem allowance shall not be adjusted when meals are included in conference or workshop programs.
 - d) In the case where the per diem allowance is insufficient to cover hotel accommodations and valid expenditures, the traveler may request additional payment after submittal of substantiating receipts with written justifications. The maximum accommodation allowance that will be permitted will be based on a calculated average room cost of all hotels described in the conference registration materials or meeting announcement. Whenever a conference-related hotel lists multiple daily room rates, the lowest room rate for that hotel will be used in calculating the average room cost. Travelers should endeavor to book reasonably priced accommodations whenever possible.

I. ROUTING OF TRAVEL

1. Travel routes shall be the most direct means available.
2. Travel tickets shall be for complete routes, inclusive of stopover privileges whenever and wherever practical, to minimize cost of special or short-run trips, stopovers or backtracking. For out-of-state travel, confirmation of air passage shall be submitted along with the Travel Request Form, with one (1) copy of your itinerary for only the roundtrip cost. If side trips are taken, also submit one (1) copy of your actual itinerary in order to calculate per diem.
3. The Controller selects the lowest and most reasonable carrier from three (3) quotes using the most direct and quickest route. If the traveler decides to travel on another carrier, the Controller uses the lowest carrier quote and the traveler pays the difference between carriers. The Controller shall be responsible for selecting the travel agency or carrier for out-of-state travel utilizing the procurement code when purchasing tickets at the most economical rates available. The Accounting Section will maintain a Travel Log of all out-of-state travel, indicating cost and vendors used.
4. The traveler needs to submit an actual itinerary, including the side trips so we can accurately calculate the correct per diem without the inconvenience of collecting or paying outstanding per diem amounts.

TRAVEL PAYMENT

1. Any travel arrangements made through a travel agency shall be charged to the DOW. The DOW would in turn followup with the required paperwork of a requisition/purchase order to the travel agency. This would eliminate additional paperwork to issue claims, refund monies and the pressure of providing refunds in a timely manner to pay the traveler's charge card.
 - a. Agencies not accepting County purchase orders
 - (1) Non-purchase order ticket purchases must be accompanied by proof of purchase documentation prior to reimbursement.
2. All Internet travel bookings will be handled by the traveler. The DOW will pay for only its portion of the travel cost and the traveler will pay for any personal travel cost. To request for a reimbursement for any business travel arrangements made on the Internet, a credit card statement is required that shows the actual charge.

K. ALLOWABLE TRAVEL TIME

1. Unless otherwise authorized, the time considered as official travel will be the time necessary to travel by air by the most direct route to and from the point or points specified in the travel authorization, plus the time necessary to transact the required official business.

K. ALLOWABLE TRAVEL TIME (cont'd)

2. Every effort should be made to reserve complete flight schedules well in advance to avoid delays in transfer points.
3. Departure time and return time shall be scheduled to avoid unreasonable early departure and late return.
4. Per diem for time lost due to faulty bookings by the traveler may be disallowed.
5. Travel time in excess of direct flight time, when other means of transportation are used, may be charged to vacation time or leave without pay.

L. MEANS OF TRANSPORTATION

1. Travel shall be by the most economical means consistent with time available, urgency of the trip, and availability of transportation facilities. Approval must be obtained from the Manager for other means of travel.
2. Trans-ocean travel will be by air passage. Fares will be economy class or coach. The cost will be incurred by the traveler for the difference between the economy class and any other upper classes of travel. In-flight meals, if at extra cost, shall be paid by the traveler from his/her per diem allowance.
3. Inter-island travel shall be on regularly scheduled airlines.
4. Over-land travel on the mainland or in a foreign country by train, bus or private automobile will be allowed only when travel by air is not available, feasible or, for good cause shown, is otherwise inappropriate.

M. FEES AND COMMISSIONS ON TRANSPORTATION

No separate agency fees or commissions of any kind levied against the DOW will be allowed.

N. ALLOWABLE EXPENSES

Necessary expenditures incurred by the traveler, in connection with official business, may be claimed for reimbursement with valid receipts. In those cases where receipts are issued in the normal course of business:

1. Ground transportation reimbursement shall not exceed \$35.00 per day. An additional allowance of \$5.00 per day will be accepted for each additional DOW employee on travel status, who is a passenger of the same vehicle and is sharing the expense. Total reimbursement shall not exceed the actual expense, inclusive of the following:

N. ALLOWABLE EXPENSES (cont'd)

- a. Taxi fares for official travel when airport buses and airport limousines are not available or accessible, when government transportation cannot be economically obtained, and when private automobiles on a mileage basis cannot reasonably be used.
- b. The DOW will reimburse the traveler for car rental costs up to the above limitations upon presentation of substantiating documents. In addition, business-related reimbursements will be made for parking fees and gasoline. It is provided,

however, that approval to rent a car be obtained by the traveler from the Manager prior to the commencement of the trip. When a traveler obtains hotel

accommodations, which include the cost of a U-Drive car rental, the reimbursable amount shall be the total cost less lodging allowances as prescribed by the *Mayor's Executive Order in accordance with Chapter 89C, HRS, applicable collective bargaining agreements or Sec. 3-5, Code of Ordinances, County of Kauai*, as appropriate.

- c. Public transportation such as Honolulu City and County's bus service.
2. Registration Fees
 3. Telephone Calls
 4. Radio or Cablegrams
 5. Secretarial Fees
 6. Baggage Transfers
 7. Currency exchange fees or cost of traveler's checks for out-of-state travel to the extent that currency or checks do not exceed the amount of per diem and allowance expenses.
 8. Passport and Visa Fees
 9. Passport Photograph Costs
 10. Certificates of Birth
 11. Health and Identity Cost of Affidavits
 12. Inoculations not obtainable through State facilities

N. ALLOWABLE EXPENSES (cont'd)

13. Traveler shall be reimbursed for international (foreign) expenditures, based on actual currency exchange rate receipts. Otherwise, the expenditure amounts will be based on exchange rates at the time reimbursement request is received by the Accounting Division.
14. Reasonable incidentals (laundry, etc.) if travel is over two weeks.

O. REPORTING REQUIREMENT FOR OUT-OF-STATE TRAVEL

The Manager may require the traveler to submit a written report stressing the subject matter and clearly describing how the DOW benefited by this trip within a reasonable time after the completion of an out-of-state trip. Each division head will be responsible for the completion of said report and for proper dissemination of subject matter to appropriate staff members. The traveler may be called upon to do a verbal presentation at the Regular Meeting of the Board and/or at a staff meeting

P. NOTIFICATION, APPROVAL AND TRAVEL ARRANGEMENTS

1. To the extent possible, all divisions shall obtain the necessary approval and certification that adequate funds are available from the Manager and the Controller, respectively, for all trips prior to departure.
2. The Travel Request and Per Diem Allowance Voucher Form must be submitted by the Division Head to the Manager for approval. The Manager will in turn submit the travel request to the Controller or a designated Accounting Section representative for fund certification, payment to vendors for air transportation and/or registration fees and per diem payments to the traveler. Please see the Administration Division for Interisland coupons. The Administration Division will keep a Travel Log for all interisland coupons.
3. It shall be the duty of each traveler to keep expenditures to a minimum regardless of any prior approval of an estimated amount. The Manager may disallow any unauthorized, improper or unreasonable expense.
4. Unanticipated expenditures in excess of the amount approved by the Manager may be reimbursed if properly supported by receipts and is subsequently approved by the Manager as being justified. Risk of disapproval shall lie with the traveler making the request.
5. Travel Arrangements:
 - a. Intra State Travel: handled by the Administration Division
 - b. Out of State Round Trip Travel: handled by the traveler
or by the Administration Division
 - c. Out of State Travel with Side Trips: handled by the traveler

Q. ADJUSTMENTS AND EXCEPTIONS

1. The Manager may also authorize expenses in excess of the established limits or may authorize meals with business meetings, awards and recognition events, and entertainment of important persons or may approve exceptions with good cause to any provision relating to travel and expenses.
2. Meals may also be provided to employees on official travel status, who do not otherwise qualify under this section or under any negotiated collective bargaining contract, while attending workshops, conferences or training sessions at the request of the Division Head and to the benefit of the DOW.

R. EMERGENCY PROCEDURES

1. In the event of a travel emergency, travelers should be prepared to utilize the personal funds if the time available to process the travel request is insufficient to meet the emergency status.
2. The Manager's approval of the emergency travel and fund certification by the Controller or a designated Accounting Section representative is still required 24 hours prior to departure date.

S. MILEAGE REIMBURSEMENT

The use of personal vehicles to conduct DOW business should be discouraged at all times. However, there may be incidents where DOW vehicles are not available and work completion in a timely manner is of the essence. Under these conditions, a Division Head may authorize the use of a personal vehicle with reimbursement. It should be noted that the person using his/her personal vehicle must be informed that he/she does so at his/her own risk. The mileage reimbursement rate for officers and members of boards, commissions and committees, when such individuals are authorized to use their personal vehicles to carry out their duties and responsibilities shall be as prescribed by the *Mayor's Executive Order in accordance with Chapter 89-C, HRS, the Collective Bargaining Agreement, or Internal Revenue Service*, as appropriate.

T. OFFICIAL EXPENDITURES

1. Prior to incurring any expenditures in this account, the Manager's approval must be obtained.
2. Specific information concerning the reasons for the expenditures, proper justification, identity of persons involved, total amount needed, time and places are required including any other information requested by the Manager.
3. Supporting receipts, invoices, etc. for all expenditures are required.

U. INTERISLAND AIRLINE COUPONS

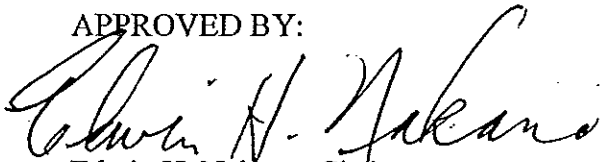
Administration shall utilize the procurement code when purchasing interisland coupons to get the most economical rates available. Administration will also maintain a Travel Log for interisland airline coupons. Said coupons will be issued upon receipt and Manager's approval of Travel Request and Per Diem Allowance Voucher. The DOW purchases coupons on bid at a lower price; therefore, all travelers must use the DOW's interisland airline coupons.

Respectfully Submitted:



Ernest Y. W. Lau
Manager and Chief Engineer

APPROVED BY:



Edwin H. Nakano, Chairperson
Board of Water Supply

Effective date: December 18, 2002

Board Policy No. 21

List of Revisions

- April 17, 2002: Board approved Board Policy No. 21 on Travel
- June 12, 2002: Official effective date and 1st Revisions (I. Routing of Travel, Page 3, new paragraph) and (J. Travel Payment, Page 3, 1. and 2. revised paragraphs)
- December 18, 2002: 2nd Revision (H. Travel Allowance, Page 2, 2d: Amounts of Allowance, revised paragraph)

WEB POSTINGS (all ongoing unless otherwise noted)

- American Water Works Association
- American Water Works Association (Hawaii Chapter)
- American Society of Civil Engineer
- National Association of Clean Water Agencies
- Hawaii Jobs on Demand
- Jobs Hawaii
- Kauai Help Wanted

OUTREACH

- Sending over 600 letters and brochures to potential candidates and referral sources on February 11th
- Sent 65e-mails and electronic brochures to members of AWWA and ASCE Hawaii members

CANDIDATE INTEREST

- Received phone 3 inquiries to date
- Received 6 applications: 0 are qualified

The final brochure was passed out to the Board at the meeting. Mr. Crowell moved to receive CPS' report, seconded by Mr. Costa.

The secretary reminded the Board of the upcoming Special Board Meetings that would be held in Executive Session for the Manager recruitment. The meetings will be held on Monday, March 24, 2008 at 10:00 a.m. for the Board to review the top candidates and Friday, April 18, 2008 at 10:00 a.m. at the DOW's Board Room for the Board to interview the top candidates.

Motion was carried.

NEW BUSINESS**Re: Request Board to Cancel Board Policy No. 21, Travel Policy and Procedures****Recommendation:**

The Department recommended that the Board delete Board Policy No. 21, Travel Policy and Procedures.

Background:

The Board previously requested that this policy be an administrative matter; therefore, SOP 50, Travel Policy and Procedures, was created instead as a departmental Standard Operating Procedure.

This was for housekeeping purposes only.

Mr. Kyono moved to approve the deletion of Board Policy No. 21, Travel Policy and Procedures, seconded by Mr. Kahawai; motion was carried.

New Business

DEPARTMENT OF WATER

County of Kaua'i

"Water has no Substitute – Conserve It!"

MANAGER'S REPORT No. 14-01

July 25, 2013

Re: Job No. 02-15, WK-28, Wailua Houselots Main Replacement, Kauai, Third Contract Amendment with R.M. Towill Corporation

RECOMMENDATION: It is recommended that the Board approve the third contract amendment for Contract No. 403 with R.M. Towill Corporation in the amount of \$13,600.00, per option 1 below for:

1. Subsequent review/revisions from the new DOW Project Engineer.
2. Subsequent review comments from Department of Public Works.
3. Increased labor rates.

We further request that the Board allocate \$13,600.00 from Account 106b, CIP Reserve to fund the contract amendment.

FUNDING:

Contract No. 403, R.M. Towill Corporation Job No.

02-15, WK-28, Wailua Houselots Main Replacement\$348,672.00

Amendment #1.<\$ 87,860.00> Deleted.

Amendment #2 \$128,813.00

Proposed Amendment #3 \$13,600.00

Total Project Budget Required.....\$362,272.00

Additional Funds Required (W/U, CIP Reserve) \$13,600.00

BACKGROUND:

The existing 12-inch concrete cylinder and 6-inch cast iron pipe is beginning to be a maintenance problem due to their age and complex nature of the pipe construction. Additionally, the connections of the proposed pipeline replacements to these pipes make the construction complex, requiring specialized labor to fabricate the fittings and the installation, which will undoubtedly increase the construction cost. The replacement 8" ductile iron pipe will replace the aging pipeline and eliminate the complex piping along that approximately 1,900 feet section of Haleililo Road.

The project scope was revised to be:

- 1,650 Linear Feet of 8-Inch Ductile Iron Pipe along Eggerking Road.
- 1,660 Linear Feet of 8-Inch Ductile Iron Pipe along Lanakila Road.

- 1,650 Linear Feet of 8-Inch Ductile Iron Pipe along Hookipa Road.
- 1,410 Linear Feet of 8-Inch Ductile Iron Pipe along Kamokila Road.
- 1,420 Linear Feet of 8-Inch Ductile Iron Pipe along Makani Road.
- 320 Linear Feet of 8-Inch Ductile Iron Pipe along Wailana Road.
- 150 Linear Feet of 2½-Inch PVC Pipe along Wailana Road.
- 390 Linear Feet of 8-Inch Ductile Iron Pipe along O'o Road.
- 390 Linear Feet of 8-Inch Ductile Iron Pipe along Pua Road.
- 1,150 Linear Feet of 8-Inch Ductile Iron Pipe along Kula Road.

Amendment #2:

- 1,900 Linear Feet of 8-Inch Ductile Iron Pipe along Haleilio Road (between Makani and Eggerking Roads).

Proposed Amendment #3:

In 2012, as DOW Special Project Division Head, I took over the project from staff in order to complete the project and acquire DOH green energy grant funding. In the process, many changes to the plans were required to minimize potential construction change orders. The following work was required to properly complete the design:

- Subsequent reviews/revisions from new DOW Engineer who took over project.
- Subsequent review comments from Department of Public Works
- Increased Labor Rates

Option 1: DOW Project Engineer and Contractor negotiated 50% split of costs associated for additional work. The 50% amounted to \$13,600.00.

Option 2: Compensate the Contractor 100% of their costs at \$27,200.00.

Option 3: Provide 0% compensation to the Contractor.

We recommend option 1 and have reviewed R.M. Towill Corporation, the project consultant's proposal of \$13,600.00 for the complete the work, which appears reasonable.

Respectfully submitted,



Dustin Moises, P.E.
Construction Project Management Officer

Concurred:

A handwritten signature in black ink, appearing to read 'David R. Craddick', written in a cursive style.

David R. Craddick, P.E.
Manager and Chief Engineer

DM:ein

Mgrp/July 2013/14-01 Job No. 02-15, WK-28, Wailua Houselots Main Replacement, Kauai, Third Contract Amendment with
R.M. Towill Corporation (7-25-13):ein

Staff Reports

DEPARTMENT OF WATER
Budget Status Summary
May 31, 2013

I. WATER UTILITY FUND

	Current Month	Year to Date	
Beginning Balance 07/1/2012			\$ 19,170,870.48
Add: Revenues	\$ 1,841,474.85	\$ 29,695,046.98	\$ 29,695,046.98
TOTAL RESOURCES:			\$ 48,865,917.46
Less: Expenditures	\$ 2,107,407.49	\$ 21,319,415.97	\$ 21,319,415.97
TOTAL EXPENDITURES:			\$ 21,319,415.97
Ending Balance			\$ 27,546,501.49

II. FACILITIES RESERVE CHARGE

Beginning Balance 07/1/2012			\$ 3,224,353.68
Add: Revenues	\$ 61,783.29	\$ 1,014,543.39	\$ 1,014,543.39
TOTAL RESOURCES:			\$ 4,238,897.07
Less: Expenditures	\$ 24,370.00	\$ 1,661,192.78	\$ 1,661,192.78
TOTAL EXPENDITURES:			\$ 1,661,192.78
Ending Balance			\$ 2,577,704.29

III. BOND FUND

Beginning Balance 07/1/2012			\$ -
Add: Revenues	\$ -	\$ -	\$ -
TOTAL RESOURCES:			\$ -
Less: Expenditures	\$ -	\$ -	\$ -
Ending Balance			\$ -

IV. WATERWORK BUILD AMERICA PROJECT FUND

Beginning Balance 07/1/2012			\$ 32,677,748.66
Add: Revenues	\$ -	\$ -	\$ -
TOTAL RESOURCES:			\$ 32,677,748.66
Less: Expenditures	\$ 388,478.72	\$ 6,595,203.64	\$ 6,595,203.64
Ending Balance			\$ 26,082,545.02

TOTAL - ALL FUNDS at May 31, 2013			\$ 56,206,750.80
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STATEMENT OF REVENUES AND EXPENDITURES
WATER UTILITY FUND
May 31, 2013

REVENUES:

Cash on hand as of July 1, 2012	\$ 19,170,870.48
Add: Revenues To Date	\$ 29,695,046.98
Sub-Total	\$ 48,865,917.46

EXPENDITURES:

Less: Expenditures to Date	\$ 21,319,415.97
BALANCE AT THE END OF THE MONTH	\$ 27,546,501.49

SHORT TERM INVESTMENTS - WATER UTILITY FUND

BANK OF HAWAII

CENTRAL PACIFIC BANK

FIRST HAWAIIAN BANK

T30020197	0.12000%	INT. DUE	01/29/14	\$ 1,200,000.00
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MERRILL-LYNCH

CUSIP#	C313378KS9	0.5200%	INT. DUE	04/06/15	\$ 1,000,000.00
CUSIP#	C313589NJ8	0.1730%	INT. DUE	10/24/13	\$ 998,347.22
CUSIP#	C313385SE7	0.1520%	INT. DUE	01/24/14	\$ 998,500.00

SUB-TOTAL FOR PAGE A	\$ 4,196,847.22
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SUB-TOTAL FROM PAGE A

\$ 4,196,847.22

SHORT TERM INVESTMENTS - WATER REVENUES

MULTI-BANK

CUSIP#	85508VAC3	2.70000%	INT. DUE	11/18/13	98,000.00
CUSIP#	36160JGY8	1.20000%	INT. DUE	07/13/15	150,000.00
CUSIP#	3134G32T6	0.77000%	INT. DUE	12/28/17	1,000,000.00
CUSIP#	3136GOQA2	0.75000%	INT. DUE	07/19/17	1,000,000.00

U B S

CUSIP#	3136GOTV3	0.60000%	INT. DUE	01/26/16	1,000,000.00
CUSIP#	C3136GOX89	0.75000%	INT. DUE	04/26/17	1,998,000.00
CUSIP#	C3133EAVGO	0.80000%	INT. DUE	03/21/16	1,000,111.11
CUSIP#	9127957A3	0.15000%	INT. DUE	07/25/13	\$ 998,500.00
					\$ 7,244,611.11

TOTAL SHORT-TERM INVESTMENTS - WATER UTILITY

\$ 11,441,458.33

CASH ON HAND WITH TREASURER - COK	05/31/13	\$ 650,302.28
CASH ON HAND-FHB Checking (EP)	05/31/13	\$ 50,000.00
CASH ON HAND-BOH Savings	05/31/13	\$ 13,321,734.96
May 29, 2013 Bank transfer in transit	05/29/13	\$ (1,000,000.00)
CASH ON HAND-FHB Blackrock T-FUND (Sweep Acct)	05/31/13	\$ 3,705,932.03
CASH ON HAND - FHB Savings	05/31/13	\$ 25,829.71

LESS: May Claims Payable		\$ (1,621,739.18)
May Claims paid in May		\$ 987,944.36
Due to Trust Fund	01/31/12	\$ (14,961.00)

WATER UTILITY FUND CASH BALANCE AT THE END OF THE MONTH

\$ 27,546,501.49

TRUST FUND

CASH ON HAND WITH TREASURER - COK	05/31/13	\$ 320,000.00
CASH ON HAND-FHB Savings Trust Fund	05/31/13	\$ 601,526.71
TRUST FUND RECEIPTS	05/31/13	(921,526.71)
		\$ -

DEPARTMENT OF WATER
County of Kauai
JULY 1, 2012 TO JUNE 30, 2013
May 31, 2013

WATER UTILITY FUND

% Budget Elapsed 91.67%

CASH RECEIPTS:		BUDGETED RECEIPTS	TOTAL RECEIPTS TO DATE	RECEIPTS FOR THE MONTH	%	BALANCE OF BUDGET OVER TOTAL ACTUAL RECEIPTS
BEGINNING CASH BALANCE		\$ 19,170,870.48				\$ 19,170,870.48
1	Water Sales	\$ 23,437,595.00	\$ 23,986,441.25	\$ 1,841,190.42	102%	\$ (548,846.25)
	Prior Year Receipts		\$ 2,549,824.30			\$ (2,549,824.30)
2	Net Miscellaneous Receipts	\$ 60,000.00	\$ 256.78	\$ -	0%	\$ 59,743.22
3	Interest Income	\$ 235,000.00	\$ 52,660.88	\$ 217.83	22%	\$ 182,339.12
4	County Service Charge	\$ 1,467,126.00	\$ -		0%	\$ 1,467,126.00
5	State Revolving Fund	\$ 5,000,000.00	\$ 400,548.00	\$ -	8%	\$ 4,599,452.00
5a	Other Receipts	\$ 1,000,000.00	\$ 382,941.76	\$ 66.60	0%	\$ 617,058.24
5b	OTHER - BAB Subsidy	\$ 715,615.00	\$ 715,615.73	\$ -	100%	\$ (0.73)
5c	FRC Debt Service Payback	\$ 1,968,273.00	\$ 1,606,758.28	\$ -		\$ 361,514.72
5d	Grant, Drought Mitigation	\$ 230,000.00	\$ -			\$ 230,000.00
TOTAL RESOURCES		\$ 53,284,479.48	\$ 29,695,046.98	\$ 1,841,474.85		\$ 23,589,432.50
DISBURSEMENTS:		BUDGETED AMOUNT	TOTAL ACTUAL EXPENDITURES TO DATE	EXPENDITURES FOR THE MONTH	%	BALANCE OF BUDGET OVER TOTAL ACTUAL EXPENDITURES
SALARIES:						
15	County over charge to payroll Salaries - DOW	\$ 5,442,045.00	\$ (1,415.63) \$ 4,088,786.86	\$ 376,691.14	75%	\$ 1,354,673.77
	Provision for	\$ (14,139.08) \$ 14,139.08				
16	Accrued Vacation	\$ 100,000.00	\$ 12,692.54	581.20	13%	\$ 87,307.46
TOTAL SALARIES:		\$ 5,542,045.00	\$ 4,100,063.77	\$ 377,272.34		\$ 1,441,981.23
NORMAL EXPENDITURES						
19	COUNTY SERVICE CHRG	\$ 1,467,126.00	\$ -		0%	\$ 1,467,126.00
ADMINISTRATIVE OFFICE and ENGINEERING:						
21	Utilities	\$ 247,380.00	\$ 182,458.11	\$ 18,372.26	74%	\$ 64,921.89
22	Postage and Printing	\$ 141,000.00	\$ 65,706.76	\$ 7,207.03	47%	\$ 75,293.24
24	Office Equipment Maintenance	\$ (10,790.00) \$ 161,100.00	\$ 68,157.78	\$ 15,385.16	42%	\$ 82,152.22
24b	08/21/12 Con 559 Four Winds Group MMIS Phases I & II	\$ 10,790.00 \$ 24,210.00	\$ 34,082.34	\$ 6,803.94	97%	\$ 917.66

	ITEM	BUDGETED AMOUNT	TOTAL ACTUAL EXPENDITURES TO DATE	EXPENDITURES FOR THE MONTH	%	BALANCE OF BUDGET OVER TOTAL ACTUAL EXPENDITURES
		\$ (3,750.00)				
27	Open FRC Accounts Listing Contractual Services	\$ 40,000.00 \$ 677,199.80	\$ 283,202.77	\$ 17,595.12	42%	430,247.03
27a	Con 521 R. W. Beck Inc. Financial Management Plan- ning & Rate Analysis	\$ 8,008.00	\$ -		0%	\$ 8,008.00
27b	Con 506 R. W. Beck Inc. FRC Study for DOW	\$ 3,750.00 \$ 3,000.00	\$ -		0%	\$ 6,750.00
27d	Con 535 Fukunaga & Assoc. WRP 01 FY 05-06, Kauai Water Use & Developmnt Plan update	\$ 515,460.00	\$ -		0%	\$ 515,460.00
27e	USGS Joint Funding Agrmt. Water Monitoring Program for the period 10/1/11-9/30/12	\$ 31,350.00	\$ -		0%	\$ 31,350.00
27f	UH Rainfall Study (2 years \$80K and \$70K	\$ 80,000.00	\$ 40,292.84		50%	\$ 39,707.16
28	Travel and Incidentals - Board	\$ 19,798.00	\$ 7,438.56	\$ 334.40	38%	\$ 12,359.44
29	Travel and Incidentals - Staff	\$ 42,050.00	\$ 21,299.26	\$ 4,312.81	51%	\$ 20,750.74
30	Collector's Commission	\$ -				\$ -
31	Miscellaneous	\$ 18,500.00	\$ 17,735.73	\$ 3,577.44	96%	\$ 764.27
32	Auditing Fee	\$ (66,000.00) \$ 76,000.00	\$ -		0%	\$ 10,000.00
32c	Annual Audit Contract No. 537 KMH, LLP	\$ 66,000.00	\$ 54,000.00	\$ 4,000.00		\$ 12,000.00
33	In-Service Training	\$ 90,600.00	\$ 43,537.14	\$ 2,706.00	48%	\$ 47,062.86
34	Supplies - Office & Eng.	\$ 45,000.00	\$ 38,474.19	\$ 2,696.04	85%	\$ 6,525.81
35	Operating Reserve Fund	\$ 20,000.00	\$ 1,400.00		7%	\$ 18,600.00
36	Public Relations	\$ 86,500.00	\$ 14,768.54	1,560.00	17%	\$ 71,731.46
36.1	Kauai Watershed Alliance Grant: The Nature Conservanc	\$ 75,000.00	\$ 75,000.00			\$ -
36.2	Con 531 Limtiaco Co, Inc. Public Relations Services	\$ 33,718.50	\$ 11,000.46		33%	\$ 22,718.04
36.3	Project WET - Source Protection Education	\$ 230,000.00	\$ -			\$ 230,000.00
37	Computer Support and Supplies	\$ 97,000.00	\$ 51,168.43	\$ 13,701.24	53%	\$ 45,831.57
38	Microlab Materials and Supplies	\$ 20,000.00	\$ 7,797.86	\$ 395.74	39%	\$ 12,202.14
		\$ 2,782,874.30	\$ 1,017,520.77	\$ 98,647.18		\$ 1,765,353.53

ITEM		BUDGETED AMOUNT	TOTAL ACTUAL EXPENDITURES TO DATE	EXPENDITURES FOR THE MONTH	%	BALANCE OF BUDGET OVER TOTAL ACTUAL EXPENDITURES
OPERATIONS AND MAINTENANCE:						
40	Vehicle - Materials & Service	145,000.00	\$ 160,557.43	\$ 5,239.57	111%	\$ (15,557.43)
41	Vehicle - Fuel	189,000.00	\$ 134,531.67	\$ 12,917.27	71%	\$ 54,468.33
42	Utilities	91,700.00	\$ 70,823.88	\$ 8,835.89	77%	\$ 20,876.12
43	Meter Parts	8,300.00	\$ 290.61		4%	\$ 8,009.39
43a	Electrical Parts	34,000.00	\$ 31,602.52	\$ 2,597.69	93%	\$ 2,397.48
44	Miscellaneous	5,000.00	\$ 75.00		2%	\$ 4,925.00
44a	Misc. - Tapping Team	8,000.00	\$ -		0%	\$ 8,000.00
44b	Misc. - Drought Mitigation	61,968.42	\$ 17,305.29		28%	\$ 54,663.13
		(100,000.00)				
45	Contractual Services	200,000.00	\$ 37,394.99	\$ 315.30	19%	\$ 62,605.01
45a	Con 540, FluidIQS, LLC, SCADA Maintenance	2,677.60	\$ -		0%	\$ 2,677.60
47	Materials and Supplies	404,000.00	\$ 187,588.25	\$ 23,565.13	46%	\$ 216,411.75
48	Collective Bargaining Items	30,000.00	\$ 23,854.00	\$ 1,844.42	80%	\$ 6,146.00
51	Pump Electrical	3,250,000.00	\$ 2,879,749.08	\$ 234,054.97	89%	\$ 370,250.92
55	Purchase of Water	1,891,826.00	\$ 1,414,896.83	\$ 172,020.40	75%	\$ 476,929.17
58	Chemicals	65,000.00	\$ 42,899.97	\$ 3,526.28	66%	\$ 22,100.03
59	Safe Drinking Water Act Program	50,000.00	\$ 51,498.90		103%	\$ (1,498.90)
59g	Contract No. 496 10/08 MWH Laboratories	-	\$ -		0%	\$ -
TOTAL OPERATIONS:		6,336,472.02	\$ 5,043,068.42	\$ 464,916.92		\$ 1,293,403.60
		6,336,472.02	\$ 5,043,068.42	\$ 464,916.92		\$ 1,293,403.60
INSURANCE AND EMPLOYEE BENEFITS:						
60	Insurance and Bonds	200,000.00	\$ 41,948.00		21%	\$ 158,052.00
60a	Small Claims	10,000.00	\$ -		0%	\$ 10,000.00
61	Workmen's Compensation Insurance	2,988.64 150,000.00	\$ 1,415.63 \$ 31,439.12		21%	\$ 120,133.89
62	Retirement System	79,655.83 844,605.39	\$ 617,619.57	\$ 660.26 \$ 55,705.35	73%	\$ 306,641.65
63	FICA Taxes - Employer's	39,207.38 416,316.44	\$ 287,712.96	\$ 25,469.22	69%	\$ 167,810.86
64	Health, Life, & Dental (EUTF)	44,520.68 528,052.00	\$ 304,228.05	\$ 25,844.08	58%	\$ 268,344.63

ITEM	BUDGETED AMOUNT	TOTAL ACTUAL EXPENDITURES TO DATE	EXPENDITURES FOR THE MONTH	%	BALANCE OF BUDGET OVER TOTAL ACTUAL EXPENDITURES
67 Health & Life Insurance - Retirees & OPEB	\$ 20,114.50 \$ 850,000.00	\$ 870,114.50	\$ 684,439.46	100%	\$ -
EMPLOYEE BENEFITS	\$ 3,185,460.86	\$ 2,165,117.83	\$ 794,358.37	68%	\$ 1,020,343.03
TOTAL NORMAL EXPENDITURES:	\$ 13,771,933.18	\$ 8,225,707.02	\$ 1,357,922.47	60%	\$ 5,546,226.16
DEBT SERVICE REQUIREMENT:	\$ 13,771,933.18	\$ 8,225,707.02	\$ 1,357,922.47		\$ 5,546,226.16
80 SRF Loan Job 97-5 Hanapepe River Crossing	\$ 94,527.00	\$ 94,527.03		100%	\$ (0.03)
81 SRF Loan Job 97-6 Hanapepe 27" Steel Pipe	\$ 52,680.00	\$ 52,679.67		100%	\$ 0.33
82 SRF Loan Job 98-33 WK-21 Wailua Hmstds Well #3	\$ 30,334.00	\$ 30,333.08		100%	\$ 0.92
83 SRF Loan Job 97-2 PLH-31 Lihue Steel Tanks 1 & 2	\$ 96,588.00	\$ 96,588.86		100%	\$ (0.86)
84 SRF Loan Job 98-6 WK-07 Ornellas 0.2 MG Tank	\$ 62,462.00	\$ 62,461.52		100%	\$ 0.48
85 SRF Loan Job 97-11 WK-03 16" W/L Along Kuhio Hwy	\$ 177,755.00	\$ 177,754.27		100%	\$ 0.73
86 DOW Bond 2005 Issue	\$ (104,637.00) \$ 212,309.00	\$ 107,671.87		100%	\$ 0.13
87 DOW Bond 2005 Series, Partial Refund 2001 Series A	\$ 114,903.00 \$ 149,988.00	\$ 264,890.63		100%	\$ 0.37
88 SRF Loan Job 98-2 KP-07 KP-08 16" W/L on Poipu Rd	\$ 396,838.00	\$ 396,837.80		100%	\$ 0.20
89 SRF Loan Job WK -42 PH I Stable 1.0 MG Tank	\$ 599,177.00	\$ 599,177.59		100%	\$ (0.59)
90 SRF Loan Job KW -27 Kaunualii Hwy 12" Main Repl	\$ 327,272.00	\$ 327,271.64		100%	\$ 0.36
91 SRF Loan Job K -7, LO-13 Waha, Wawae & Niho Rds	\$ 4,247.43 \$ 150,887.00	\$ 155,134.43		100%	\$ -
92 DOW Bond Series 2010A	\$ 2,920,881.00	\$ 2,920,880.68		100%	\$ 0.32
93 FmHa \$300,000 @5% 20 year Bond	\$ 18,550.00	\$ 18,550.00		100%	\$ -
94 SRF Loan Job Kapilimao 0.5 MG Tank	\$ (142,580.68) \$ 302,382.00	\$ 159,801.32		100%	\$ -
97.1 DOW 2011A Series 2005A(2001A Refnd)	\$ 440,550.00	\$ 440,550.00		100%	\$ -
97.2 DOW Bond 2012A Issue Series 2005A Refunded	\$ 63,754.69	\$ 63,754.69		100%	\$ -
98 SRF Loan Job 97-1 Kokolau Tunnel Repairs	\$ 125,395.00	\$ 125,394.78		100%	\$ 0.22
99 SRF Loan Job 96-4 Kapilimao Valley Well	\$ 67,617.00	\$ 67,617.32		100%	\$ (0.32)
	\$ 151,923.57 \$ (9,342.89) \$ (4,247.43) \$ (63,754.69) \$ (114,903.00) \$ 104,637.00 \$ 320,000.00				\$ 384,312.56
TOTAL DEBT SERVICE REQ	\$ 6,546,192.00	\$ 6,161,877.18	\$ -	94%	\$ 384,314.82
TOTAL SALARIES, NORMAL EXPENDITURES, AND DEBT SERVICE REQUIREMENTS:	\$ 25,860,170.18	\$ 18,487,647.97	\$ 1,735,194.81	71%	\$ 7,372,522.21
PROOF	\$ 25,860,170.18	\$ 18,487,647.97	\$ 1,735,194.81		\$ 7,372,522.21

ITEM	BUDGETED AMOUNT	TOTAL ACTUAL EXPENDITURES TO DATE	EXPENDITURES FOR THE MONTH	%	BALANCE OF BUDGET OVER TOTAL ACTUAL EXPENDITURES
CAPITAL EXPENDITURES					
Job 04-03	\$ (1,744,400.00)				
Job 02-19	\$ (2,147,000.00)				
Job 02-15	\$ (4,671,000.00)				
101 Capital Improvements	\$ 14,927,757.00	\$ -		0%	6,365,357.00
101b Capital Rehabilitation	\$ 470,531.00	\$ -		0%	\$ 470,531.00
Misc. Other Capital	\$ (20,372.00)				
Expenditures, OPS	\$ 95,000.00				
102	\$ 975,000.00	\$ 343,752.80	\$ 8,348.47	33%	\$ 705,875.20
(IT Strategic Plan)	\$ 14,000.00				
(Telephone System)	\$ (84,000.00)				
Office and Engineering	\$ 150,000.00				
103	\$ 62,485.29	\$ 247,540.22	\$ 6,586.80	42%	\$ 486,845.07
105 Recording Meters	\$ -	\$ -			\$ -
106 Vehicles and Equipment	\$ (99,160.98)	\$ 10,118.58	\$ 3,975.00	5%	\$ 102,720.44
106b CIP Reserve Fund	\$ 212,000.00	\$ -		0%	\$ 3,105,563.06
	\$ (50,015.00)				
	\$ 645.08				
	\$ 14,139.08				
	\$ (301,021.00)				
128 Emergency Reserve	\$ 2,400,000.00	\$ -		0%	\$ 2,400,000.00
PAGE 5 SUBTOTALS	\$ 14,238,303.37	\$ 601,411.60	\$ 18,910.27		\$ 13,636,891.77

	ITEM	BUDGETED AMOUNT	TOTAL ACTUAL EXPENDITURES TO DATE	EXPENDITURES FOR THE MONTH	%	BALANCE OF BUDGET OVER TOTAL ACTUAL EXPENDITURES
107	Purchase of Meter and Meter Boxes	(14,000.00) 129,000.00	37,556.00		29%	\$ 77,444.00
370	7/15/1993 WK-23 Con #259, Job 93-1 Nishimura, Katayama, .25 MG Wailua Tank	53,151.00	"FINAL" -		0%	\$ 53,151.00
401	8/8/1994 Contract #37348, Job 91-13 R.M. Towill Corp., Drill Hanamaulu Well #1 (Kalepa Well #2)	(645.08) 645.08	"FINAL" -		0%	\$ -
464	11/20/02 (106b) Contract #309, Job 97-1 PLH-02 SSFM Engineers, Repair Kokolau Tunnel	1.00	-		0%	\$ 1.00
499	8/2/1999 Contract #346, Job 97-7 KP-06a Wagner Eng. Replace Lawai Rd. 8" W/L	1.00	-		0%	\$ 1.00
519	6/2/2000 KP-01 Con. #355 Okahara & Assoc., Inc. Job 92-4 Koloa Well "F" Pump	6,638.00	"FINAL" -		0%	\$ 6,638.00
540	1/17/2001 Contract #368 (103) Century Computers Job 98-17 Fin. Acctg.	12,245.67	-		0%	\$ 12,245.67
561	(02/06/02) Con 384 (101) LO-07 Fukunaga & Assoc. Job 99-8 Drill Omao Well No. 1	79,860.00	-		0%	\$ 79,860.00
586	12/24/02 (101) Con 401 Control Mfg. Co. Job 94-4 SCADA Systems	63,068.49	"FINAL" -		0%	\$ 63,068.49
587	1/14/03 (101b, 106b) Con 403 RM Towill Corp WK-28 Job 02-15 Wailua Hsits W/L Repl	82,637.00	12,812.00	\$ 8,758.00	16%	\$ 69,825.00
588	1/14/03 (101b, 106b) Con 404 Fukunaga & Assoc. WK-32 Job 02-18 Kapaa Hmstds W/L Repl	51,100.00	-		0%	\$ 51,100.00
591	2/05/03 (101b, 106b) Con 408 Wagner Eng. Inc. H-01 H-02 H-03 Job 02-17 Maka Ridge Deepwell, Tank	17,309.00	5,000.00		29%	\$ 12,309.00
601	9/03/03 (101b) Con 420 Hawaii Pacific Eng, Job 02-08 HE-08 Eleele Twin 0.4 MG Tanks	8,327.00	-		0%	\$ 8,327.00
607	12/05/03 (101) Con 425 HI Pacific Eng. Job 02-21 PLH-37 Rehab & Deepen Existing Wells	3,149.00	-		0%	\$ 3,149.00

	ITEM	BUDGETED AMOUNT	TOTAL ACTUAL EXPENDITURES TO DATE	EXPENDITURES FOR THE MONTH	%	BALANCE OF BUDGET OVER TOTAL ACTUAL EXPENDITURES
609	2/19/04 (101b) Con 428 Brown Caldwell Job 03-02 HW-02, HW-03 A-04, KW-06 Renovations:	29,586.97	5,748.52		19%	\$ 23,838.45
	Wainiha Booster, Haena Steel Tank, Anahola 0.15 MG Tank, Kekaha Shaft					
610	2/27/04 (101) Con 429 Esaki Surveying M-01, M-02 Job 02-11 Moloaa 50,000 Gal SS Storage Tank	125,200.00	-		0%	\$ 125,200.00
618	9/30/04 (101) PLH-41 Contract 52243 Earthworks Pacific, Inc. Ulaula & Uliuli Rds; PRV, BP & 6" Main, Lihue	19,009.33	"FINAL" -		0%	\$ 19,009.33
630	6/30/05 (101b, 106b) Con 447 Fukunaga & Assoc WK-14 Job 04-02 Vivian Heights Main Repl	5,791.00	"FINAL" 5,791.00		100%	\$ -
634	10/20/05 (101b) WK-30 Con 450 ParEn Inc. Job 04-03 Waipouli- Oloheua Rd. Pipeline	28,420.00	-		0%	\$ 28,420.00
638	11/16/05 (101b, 106b) Con 453 Belt Collins HI PLH-30 Job 05-05 Nawili- wili, Niualu & Kupolo Main	19,938.00	1,710.00	\$ (810.00)	9%	\$ 18,228.00
645	5/19/06 (101, 106b) Con 460 Brown & Caldwell KW-25 Job 05-03 Kapilimao 0.5 MG Tank	5,775.00	-		0%	\$ 5,775.00
647	06/10/06 (101b) Con 462 Eng Solutions Inc now Kennedy/Jenks Consultant KW-05 KW-20 Job 04-06 Waimea Well A & Kekaha B	17,519.31	16,072.31		92%	\$ 1,447.00
651	9/21/06 (101b) Con 466 Brown & Caldwell KW-28 Job 06-01 Amfac Shaft Renovation, State Well No.5842-02 Phase 1A	108,972.84	18,737.06		17%	\$ 90,235.78
668	01/14/08 (101) Con 484 Wagner Eng. Services Job 02-01 Kukulolono Tank Site Exchange, Kalaheo	5,210.47	-		0%	\$ 5,210.47
676	11/28/08 (101) Con 497 Kauai Builders Ltd. KW-25 Job 05-03 Kapilimao 0.5 MG Storage Tank	100,682.15	"FINAL" -		0%	\$ 100,682.15
xxx	Install Electrical Saving Device	(203,000.00) (73,722.00) 336,161.00	-		0%	\$ 59,439.00

	ITEM	BUDGETED AMOUNT	TOTAL ACTUAL EXPENDITURES TO DATE	EXPENDITURES FOR THE MONTH	%	BALANCE OF BUDGET OVER TOTAL ACTUAL EXPENDITURES
694	9/1/2011 Con 538, Esaki Surveying & Map- ping, Inc. Job 11-05, As Needed Surveying Services	30,000.00	3,840.00		13%	\$ 26,160.00
696	9/22/2011 Con 546, SSFM International, Inc Job 11-01, As Needed Construc- tion Management Services	50,000.00	22,267.73		45%	\$ 27,732.27
697	11/23/11 BOD Con 562, Goodfellow Brothers Job 02-15, WK-28; Wailua Hse- Its Main Replacement	4,671,000.00	-		0%	\$ 4,671,000.00
698	Con _____, Kauai Habitat for Humanity Over Sizing ML Ext-Eleele Luna Subd	11,465.35	-		0%	\$ 11,465.35
699	Con 555, Lyon Associates Job 11-10, K-18; 8-inch Main Replacement, Halewili Rd, Kalaheo	91,077.00	56,261.51	\$ 3,285.00	62%	\$ 34,815.49
700	9/22/2011 Con 545, AECOM Techincal Svc Job 11-11, J-17, PLH-42 Water Treatment Facilities	76,235.93	15,254.54		20%	\$ 60,981.39
701	Con 549, Beylik Drilling & Pump Job 11-14, Puhi Well #4, Trubine Pump Assembly Replacement	49,925.00	"FINAL" 44,509.25		89%	\$ 5,415.75
702	Con 539, Mears Group, Inc. PLH-03, Kahili Directionally Drilled Horizontal Well	1,928,690.00	368,210.00	\$ 49,014.00	19%	\$ 1,560,480.00
704	Con 547, Inter Pacific Motors, Inc (1) 4WD Cargo Van	52,804.00	"FINAL" 52,804.00		100%	\$ -
706	Con 552, Badger Meter, Inc. Drive by Accoustic Leak Noise Logging System	45,000.00	"FINAL" 10,000.00 35,000.00		78%	\$ -
707	Con 553, Esaki Surveying & Map Job 12-1; H-05, Weke, Anae, Mahimahi and Hee Road; 6" and 8" Main replacement	139,494.44	14,364.38		10%	\$ 125,130.06
709	Con 557, Okahara, Job 11-07 HE-03 Hanapepe & Koloa Well MCC Improvements	50,015.00 199,592.00	34,463.20		17%	\$ 215,143.80
710	Con 558, R. Electric Job 12-8; Kalepa Back Pressure Valve Replacement	20,372.00	4,227.06		21%	\$ 16,144.94
711	Con 560, EMA Inc. IT Review & Assessment Planning & Implementation	84,000.00	20,480.87		24%	\$ 63,519.13
712	Con 561, Goodfellow Brothers Job 02-19; WK-12; Main Replacement, Kuhio Hwy, Wailua	2,147,000.00	629,809.91	\$ 196,026.80	29%	\$ 1,517,190.09

	ITEM	BUDGETED AMOUNT	TOTAL ACTUAL EXPENDITURES TO DATE	EXPENDITURES FOR THE MONTH	%	BALANCE OF BUDGET OVER TOTAL ACTUAL EXPENDITURES
713	Con 564, R. Electric, Inc. Furnish & Install, reduced Voltage soft starters, Power Factor Cor- rection Capacitors, Surge Protective Devices.	73,722.00	18,045.61	\$ 18,045.61	24%	\$ 55,676.39
714	Con 565, Derrick's Well Drilling Electrical Savings Device Hallow Shaft, Vertical Turbine Pump Motors	203,000.00	203,000.00		100%	\$ -
715	Con 563, Glenmount Global Solutions, SCADA	100,000.00	32,011.20		32%	\$ 67,988.80
716	Con 13-1 MOA Kukuiula Development LO-11	301,021.00	"FINAL" 301,021.00		100%	\$ -
717	Con 566, Koga Engineering & Job 04-03, WK-30, Pipeline repla- cement along Waipouli Rd & Olo- hena Road	1,744,400.00	261,359.25	\$ 78,983.00	15%	\$ 1,483,040.75
718	Con 569, Inter Pacific Motors, Inc. (1) 2WD Truck w/Cab & Chassis with Service Body, underdeck PTO Air Compressor	99,160.98	-		0%	\$ 99,160.98
TOTAL CAPITAL EXPENDITURES:		27,424,309.30	2,831,768.00	372,212.68		24,592,541.30
TOTAL SALARIES, NORMAL EXPENDITURES, DEBT REQUIREMENTS AND CAPITAL EXPENDITURES:		53,284,479.48	21,319,415.97	2,107,407.49	40%	\$ 31,965,063.51

**STATEMENT OF REVENUES AND EXPENDITURES
FACILITIES RESERVE CHARGE FUND
May 31, 2013**

REVENUES:

Cash on hand as of July 1, 2012	\$ 3,224,353.68
Add: Revenues To Date	\$ 1,014,543.39
Sub-Total	\$ 4,238,897.07

EXPENDITURES:

Less: Expenditures To Date	\$ 1,661,192.78
BALANCE AT THE END OF THE MONTH	\$ 2,577,704.29

**SHORT TERM INVESTMENTS-FRC
BANK OF HAWAII**

CUSIP#	\$ -
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CENTRAL PACIFIC BANK

CUSIP#	\$ -
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FIRST HAWAIIAN BANK

CUSIP#	T30020279	0.12000%	INT. DUE	02/14/14	\$ 500,000.00
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MERRILL LYNCH

CUSIP#

MULTI-BANK

CUSIP#	402194CU6	2.50000%	INT. DUE	12/23/13	\$ 240,000.00
CUSIP#	70455AAG5	2.30000%	INT. DUE	12/31/12	\$ 245,000.00
CUSIP#	36160VCH2	5.00000%	INT. DUE	08/06/13	\$ 97,000.00
CUSIP#	89214PAJ8	5.00000%	INT. DUE	08/13/13	\$ 97,000.00
CUSIP#	92705SAE3	1.50000%	INT. DUE	06/07/13	\$ 248,000.00
CUSIP#	70153RGT9	1.50000%	INT. DUE	09/09/13	\$ 249,000.00
CUSIP#	02004MN74	1.50000%	INT. DUE	09/03/13	\$ 248,000.00

TDI (CSA)

CUSIP#

VINING SPARKS

TOTAL SHORT-TERM INVESTMENTS - FRC	\$ 1,924,000.00
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CASH ON WITH TREASURER - COK	05/31/13	\$	153,284.75
CASH ON HAND - FHB Savings (30-288435)	05/31/13	\$	524,789.54
Due from BAB			
Due to WU			
May Claims paid in May			
Less: CLAIMS FOR May 2013		\$ (24,370.00)	\$ 653,704.29

CASH BALANCE AT THE END OF THE MONTH	\$ 2,577,704.29
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DEPARTMENT OF WATER
County of Kauai

JULY 1, 2012, TO JUNE 30, 2013
May 31, 2013

FACILITIES RESERVE CHARGE

% Budget Elapsed 91.67%

CASH RECEIPTS	BUDGETED RECEIPTS	ACTUAL RECEIPTS TO DATE	RECEIPTS FOR THE MONTH	%	BALANCE OF BUDGET OVER ACTUAL RECEIPTS
BEGINNING CASH BALANCE	\$ 3,224,353.68	\$ -	\$ -		\$ 3,224,353.68
(FRC Refunds)			\$ (41,400.00)		
4a Facilities Reserve Charge	\$ 1,000,000.00	\$ 678,000.00	\$ 102,200.00	68%	\$ 322,000.00
5a Interest Earned	\$ 43,750.00	\$ 29,850.92	\$ 983.29	68%	\$ 13,899.08
5b BAB Subsidy	\$ 306,692.47	\$ 306,692.47		100%	\$ -
TOTAL RESOURCES	\$ 4,574,796.15	\$ 1,014,543.39	\$ 61,783.29	22%	\$ 3,560,252.76
CAPITAL EXPENDITURES	BUDGETED AMOUNT	TOTAL ACTUAL EXPENDITURES TO DATE	EXPENDITURES FOR THE MONTH	%	BALANCE OF BUDGET OVER TOTAL ACTUAL EXPENDITURES
301 FRC CIP	\$ (40,425.00) \$ 380,000.00	\$ -	\$ -	0%	\$ 339,575.00
301b FRC Fund Balance	\$ 1,929,505.85	\$ 1,606,757.78		83%	\$ 322,748.07
301c FRC Debt Service	\$ 1,968,273.00	\$ -		0%	\$ 1,968,273.00
302 Contract #322 GMP Assoc, Inc. Job 87-1 Poipu Storage Tank	\$ 2,050.00	\$ - \$ -	\$ -	0%	\$ 2,050.00
304 WK-21 Contract # 345 Fukunaga & Assoc. Job 98-33 Wailua Well 3	\$ 10,500.00	\$ -	\$ -	0%	\$ 10,500.00
318 3/8/06 (301, 301b) Con 457 Kodani & Assoc Inc H-8 HW-12 Job 05-02 Drill & Test Wainiha Well No. 4	\$ 160,340.00	\$ 49,435.00	\$ 24,370.00	31%	\$ 110,905.00
		\$ -			\$ -

CAPITAL EXPENDITURES	BUDGETED AMOUNT	TOTAL ACTUAL EXPENDITURES TO DATE	EXPENDITURES FOR THE MONTH	%	BALANCE OF BUDGET OVER TOTAL ACTUAL EXPENDITURES
1/17/2007 (301) 321 Con 471 PORTech Eng. WK-23 Job 93-1 Wailua 250,000 MG Tank Survey	\$ 7,177.30	\$ "FINAL" -		0%	\$ 7,177.30
03/31/08 (301, 301b) 324 Con 488 HDR Engineering WK-39 Kapaa Hmstds Well No. 4 Drill & Test	\$ 116,950.00	\$ 5,000.00		4%	\$ 111,950.00
1/28/13 (301) 325 Con 567 Esaki Surveying & Mapping, Inc.; Job 12-2, WK-23 UH Experimental Stn 605' Tank	\$ 40,425.00	\$ -			\$ 40,425.00
	\$ -	\$ -			\$ -
	\$ -	\$ -			\$ -
	\$ -	\$ -			\$ -
	\$ -	\$ -			\$ -
TOTAL EXPENDITURES	\$ 4,574,796.15	\$ 1,661,192.78	\$ 24,370.00		\$ 2,913,603.37

STATEMENT OF REVENUES AND EXPENDITURES
BOND - BAB FUND
May 31, 2013

REVENUES:

Cash on hand as of July 1, 2012	\$ 32,677,748.66
Add: Revenues To Date	\$ -
Sub-Total	\$ 32,677,748.66

EXPENDITURES:

Less: Expenditures To Date	\$ 6,595,203.64
BALANCE AT THE END OF THE MONTH	\$ 26,082,545.02

SHORT TERM INVESTMENTS - BOND

BANK OF HAWAII

FIRST HAWAIIAN BANK

CUSIP#	1062140	0.6880%	INT. DUE	12/12/14	\$ 23,500,000.00
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TOTAL SHORT-TERM INVESTMENTS - BOND	\$ 23,500,000.00
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CASH ON HAND WITH TREASURER - COK	05/31/13	548,302.35
BAB Bond Interest Earned with Bond Company	06/30/12	2,084,421.64
Claims Paid in May 2013		338,299.75
LESS CLAIMS FOR May 2013	05/31/13	(388,478.72)
BALANCE AT THE END OF THE MONTH		\$ 2,582,545.02

DEPARTMENT OF WATER
County of Kauai
STATUS OF THE BUDGET
JULY 1, 2012 TO JUNE 30, 2013
May 31, 2013

BUILD AMERICA BONDS (BABs) - FUND

% Budget Elapsed 91.67%

CASH RECEIPTS:	BUDGETED RECEIPTS	TOTAL ACTUAL RECEIPTS TO DATE	RECEIPTS FOR THE MONTH	%	BALANCE OF BUDGET OVER TOTAL ACTUAL RECEIPTS
BEGINNING CASH BALANCE	\$ 32,677,748.66	\$ -	\$ -		\$ 32,677,748.66
Bond Proceeds	\$ -	\$ -	\$ -	0%	\$ -
Interest Income	\$ 210,000.00	\$ -		0%	\$ 210,000.00
TOTAL RESOURCES	\$ 32,887,748.66	\$ -	\$ -	0%	\$ 32,887,748.66
CAPITAL EXPENDITURES:	BUDGETED AMOUNT	TOTAL ACTUAL EXPENDITURES TO DATE	EXPENDITURES FOR THE MONTH	%	BALANCE OF BUDGET OVER TOTAL ACTUAL EXPENDITURES
201-01 BOND - BAB, CIP	\$ (2,640.81) \$ 21,849,679.22	\$ -		0%	\$ 21,847,038.41
218 5/11/2010 CON 513 Jennings Pacific, LLC Job No. 02-18, WK - 32 Kapaa Hmstds Pipe Repl	\$ 57.00	\$ -		0%	\$ 57.00
219 5/11/10 CON 514 Earthworks Pacific Job No. 04-02, WK-14, Pipeline Repl for Vivian hts	\$ 139,276.41	\$ "FINAL" 105,007.40		75%	\$ 34,269.01
220 6/30/10 CON 516 Unlimited Builders, LLC Job No. 03-02, HW-02, Wainiha Booster Pump Stn	\$ 1,662,632.67	\$ 695,982.79	\$ 33,658.97	42%	\$ 966,649.88
221 9/30/10 Con 520 (201-01) Fukunaga & Associates Job # 10-01, Ani-01a Pipeline Repl - Anini RD	\$ 333,560.00	\$ 91,600.00		27%	\$ 241,960.00
222 9/30/10 Con 519 (201-01) Park Engineering Job # 10-02, Upsizing of the Kaumualii Hwy. 16"	\$ 14,102.70	\$ -		0%	\$ 14,102.70
TOTAL EXPENDITURES	\$ 23,996,667.19	\$ 892,590.19	\$ 33,658.97	4%	\$ 23,104,077.00

DEPARTMENT OF WATER
County of Kauai
STATUS OF THE BUDGET
JULY 1, 2012 TO JUNE 30, 2013
May 31, 2013

BUILD AMERICA BONDS (BABs) - FUND

% Budget Elapsed 91.67%

CAPITAL EXPENDITURES:	BUDGETED AMOUNT	TOTAL ACTUAL EXPENDITURES TO DATE	EXPENDITURES FOR THE MONTH	%	BALANCE OF BUDGET OVER TOTAL ACTUAL EXPENDITURES
10/31/10 Con 523 (201-01) 223 BCP Constr. Of Hawaii Job 06-06, P:H-25 Eiwa, Umi, Akahi.. 8" ML Repl	\$ 207,527.45	"FINAL" \$ 207,527.45		100%	\$ -
10/31/10 Con 524 (201-01) Koga Eng. & Constr., Inc. 224 Job 02-16, WP 2020 Proj WK 36, Pipeline Repl along Wailua Ohana, Anolani & Kuamoo Rds.	\$ 897,084.43	"FINAL" \$ 816,129.43		91%	\$ 80,955.00
Con 405 3rd n 4th Amm Kodani & Associates, Inc. 225 Job 02-19, KW-12 Waipouli Main Repl Wailua-Kapaa	\$ 7,370.00	\$ 3,718.72		50%	\$ 3,651.28
Con 525 KW-20 R. Electric 227 Waimea Well A Renovations	\$ 2,640.81 \$ 297,296.90	"FINAL" \$ 299,937.43		101%	\$ 0.28
6/28/11 Con 409 592 Esaki Surveying & Map- ping, Inc.; Job 02-16, WK- 36, P/L replace - Wailua	\$ 65,757.60	\$ 42,493.25			\$ 23,264.35
Con 529 (201-01) Oceanic Company, Inc. 230 Job 02-08, HE-08 Rehabilitation of Eleee Twin 0.4 MG Steel Tanks	\$ 1,239,130.40	\$ 797,151.28		64%	\$ 441,979.12
Con 440 Kodani & Associates, Inc. 621 Kilauea 1.0 MG Tank and Pipeline, Ph I (fr W/U)	\$ 179,350.20	\$ 93,310.00	10,450.00		\$ 86,040.20
SUB - TOTAL	\$ 2,896,157.79	\$ 2,260,267.56	\$ 10,450.00		\$ 635,890.23

DEPARTMENT OF WATER
County of Kauai
STATUS OF THE BUDGET
JULY 1, 2012 TO JUNE 30, 2013
May 31, 2013

BUILD AMERICA BONDS (BABs) - FUND

% Budget Elapsed 91.67%

	CAPITAL EXPENDITURES:	BUDGETED AMOUNT	TOTAL ACTUAL EXPENDITURE S TO DATE	EXPENDITURE S FOR THE MONTH	%	BALANCE OF BUDGET OVER TOTAL ACTUAL EXPENDITURES
231	Con 530 (201-01) Earthworks Pacific Job 02-19, WK-12 Waipouli Main Replacement	\$ 672,617.08	\$ 460,829.74		69%	\$ 211,787.34
232	Con 427 (201-01) Belt Collins Hawaii, Ltd. Job 02-14, Kapaa Hmstds 0.5 MG Storage Tank & Kapahi 1.0 MG Storg Tank	\$ 30,637.80	\$ 4,820.46		16%	\$ 25,817.34
608	Con 427 (201-01) Belt Collins Hawaii, Ltd. Job 02-14, Kapaa Hmstds 0.5 MG Storage Tank & Kapahi 1.0 MG Storg Tank	\$ 25,922.00	\$ -		0%	\$ 25,922.00
233	Con 533 (201-01) Belt Collins Hawaii, Ltd. Job K-01, K-12, Kalaheo 1111' and 1222' Water System Improvements	\$ 466,710.49	\$ 37,671.40		8%	\$ 429,039.09
683	Con 503 (201-01) Goodfellow Brothers, Inc. Job 04-06, KW-05, Kekaha Well "B" Renovations	\$ 43,203.60	\$ 42,828.60		99%	\$ 375.00
235	Con 534 (201-01) Goodfellow Brothers, Inc. Job 05-05, PLH-30, Niumalu & Kupolo 6-inch, 8-inch and 12" Main Replacement PH I	\$ 742,006.00	\$ "FINAL" 689,732.75		93%	\$ 52,273.25
236	Job 10-02, MOA Dept of Trans portation/Kiewit-Kaumualii Hwy widening, Anonui Rd and Lihue Mill Bridge.	\$ 151,027.27	\$ -		0%	\$ 151,027.27
237	6/28/2011 (201-01) Con 536, Esaki Surveying & Mapping, Inc., Job 11-02, PLH-01a Replace Grove Farm Tanks #1 & #2	\$ 198,023.00	\$ -		0%	\$ 198,023.00
238	Con 544, HONUA Engineering, Job 11-04 (L-08, L-10) Water Main Replacement & Service Improvement	\$ 60,400.00	\$ -		0%	\$ 60,400.00
692	6/28/11 Con 512 - Architects Hawaii, Ltd., Job No. PLH-39; Lihue Baseyard Improvements for DOW	\$ 383,988.44	\$ 382,445.74		100%	\$ 1,542.70
TOTAL EXPENDITURES		\$ 29,667,360.66	\$ 4,771,186.44	\$ 44,108.97		\$ 24,896,174.22

DEPARTMENT OF WATER
County of Kauai
STATUS OF THE BUDGET
JULY 1, 2012 TO JUNE 30, 2013
May 31, 2013

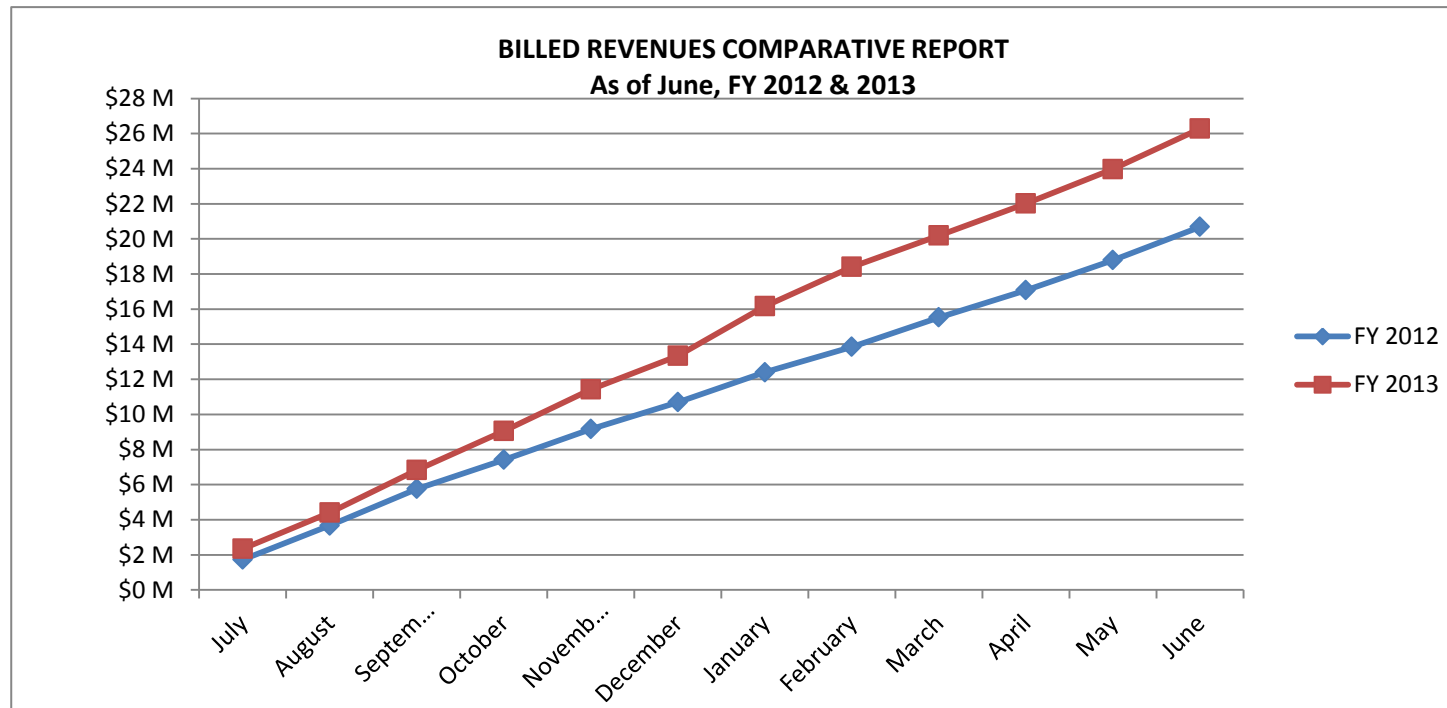
BUILD AMERICA BONDS (BABs) - FUND

% Budget Elapsed 91.67%

		TOTAL ACTUAL EXPENDITURE S TO DATE	EXPENDITURE S FOR THE MONTH	%	BALANCE OF BUDGET OVER TOTAL ACTUAL EXPENDITURES
CAPITAL EXPENDITURES:	BUDGETED AMOUNT				
239 Con 542, (201-01) MEI Corporation Job 02-17, H-01, H-02, H-03 Maka Ridge Facilities Rehab & Princeville Interconnection Plan	\$ 2,500,000.00	\$ 1,713,853.20	\$ 332,352.75	69%	\$ 786,146.80
240 Con 543, (201-01) Oceanit Laboratories, Inc. Job 11-03, M-03 Land & Well Acquisition, Moloaa and Waimea, Kauai	\$ 144,309.00	\$ 68,694.00	\$ 12,017.00	48%	\$ 75,615.00
241 Con 457, (201-01) Kodani & Associates Inc. Job 05-02, H-8, HW-12 Drill & Test Hanalei Well #2 & Wainiha Well #4	\$ 32,430.00	\$ -		0%	\$ 32,430.00
242 Job 02-11, M-02 Land Acquisition	\$ 121,000.00	\$ -		0%	\$ - \$ 121,000.00
243 Contract 550 (201-01) Honua Engineering, Inc. Job 11-06, WK-01	\$ 81,340.00	\$ -		0%	\$ 81,340.00
244 Con 551, (201-01) Esaki Surveying & Mapping, Inc Job K-05A, Kukuilono 0.5 MG 886' Tank	\$ 247,087.00	\$ 41,470.00		17%	\$ 205,617.00
610 Con 429, Esaki Surveying & Mapping, Inc. Job 02-11, M-02, 100,000 Gal. Tank & Pipeline, Moloaa	\$ 94,222.00	\$ -		0%	\$ 94,222.00
		\$ -			\$ -
		\$ -			\$ -
		\$ -			\$ -
TOTAL EXPENDITURES	\$ 32,887,748.66	\$ 6,595,203.64	\$ 388,478.72		\$ 26,292,545.02

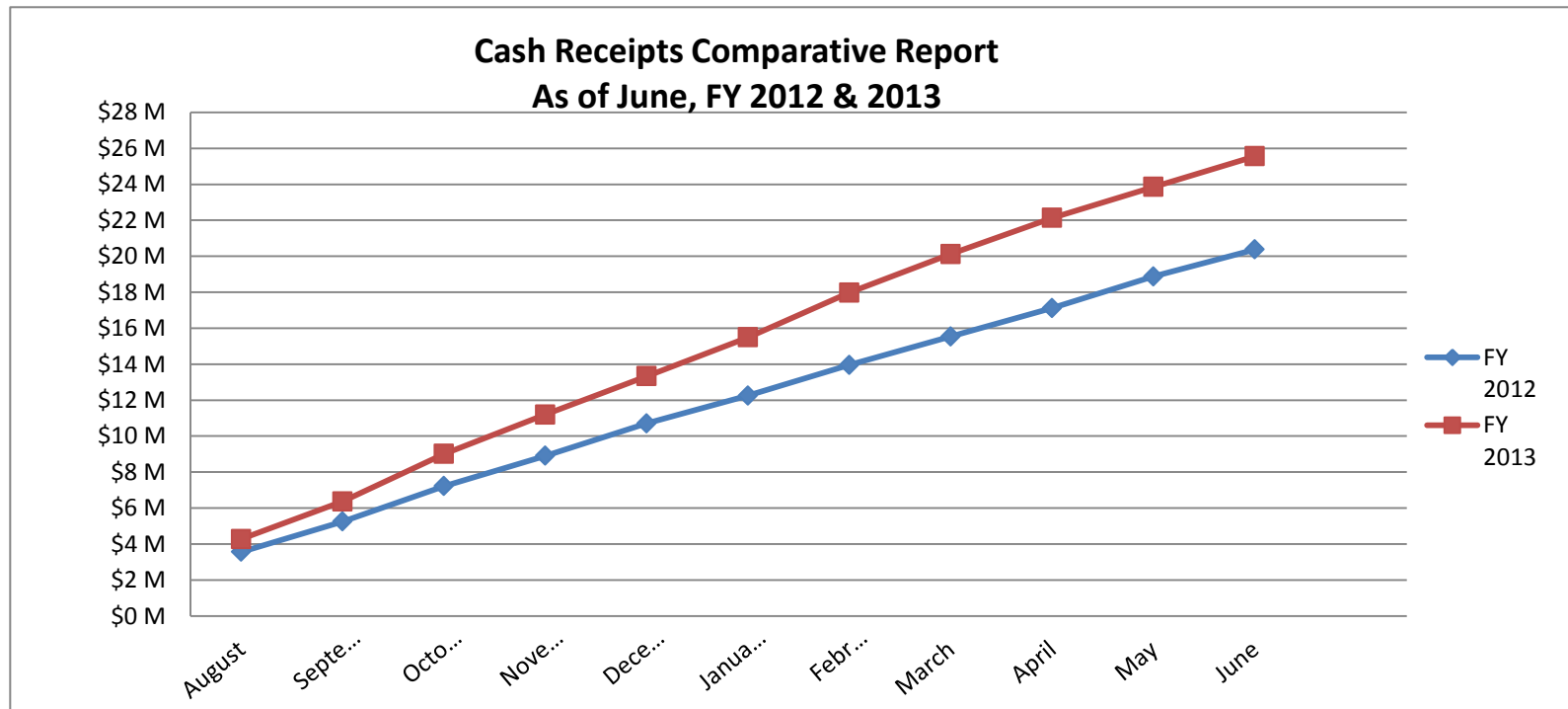
**BILLED REVENUES COMPARATIVE REPORT
AS OF JUNE 2012 & 2013**

		FY 2012		FY 2013		Inc (Dec)	
July	\$	1,724,579	\$	2,346,892	\$	622,313	36.08%
August	\$	3,660,136	\$	4,399,666	\$	739,530	20.20%
September	\$	5,753,515	\$	6,828,224	\$	1,074,709	18.68%
October	\$	7,408,261	\$	9,056,386	\$	1,648,125	22.25%
November	\$	9,166,600	\$	11,423,911	\$	2,257,310	24.63%
December	\$	10,693,795	\$	13,338,790	\$	2,644,995	24.73%
January	\$	12,400,040	\$	16,163,728	\$	3,763,689	30.35%
February	\$	13,853,766	\$	18,406,878	\$	4,553,112	32.87%
March	\$	15,531,367	\$	20,193,748	\$	4,662,381	30.02%
April	\$	17,074,174	\$	22,016,200	\$	4,942,026	28.94%
May	\$	18,787,860	\$	23,983,717	\$	5,195,857	27.66%
June	\$	20,689,785	\$	26,287,935	\$	5,598,150	27.06%



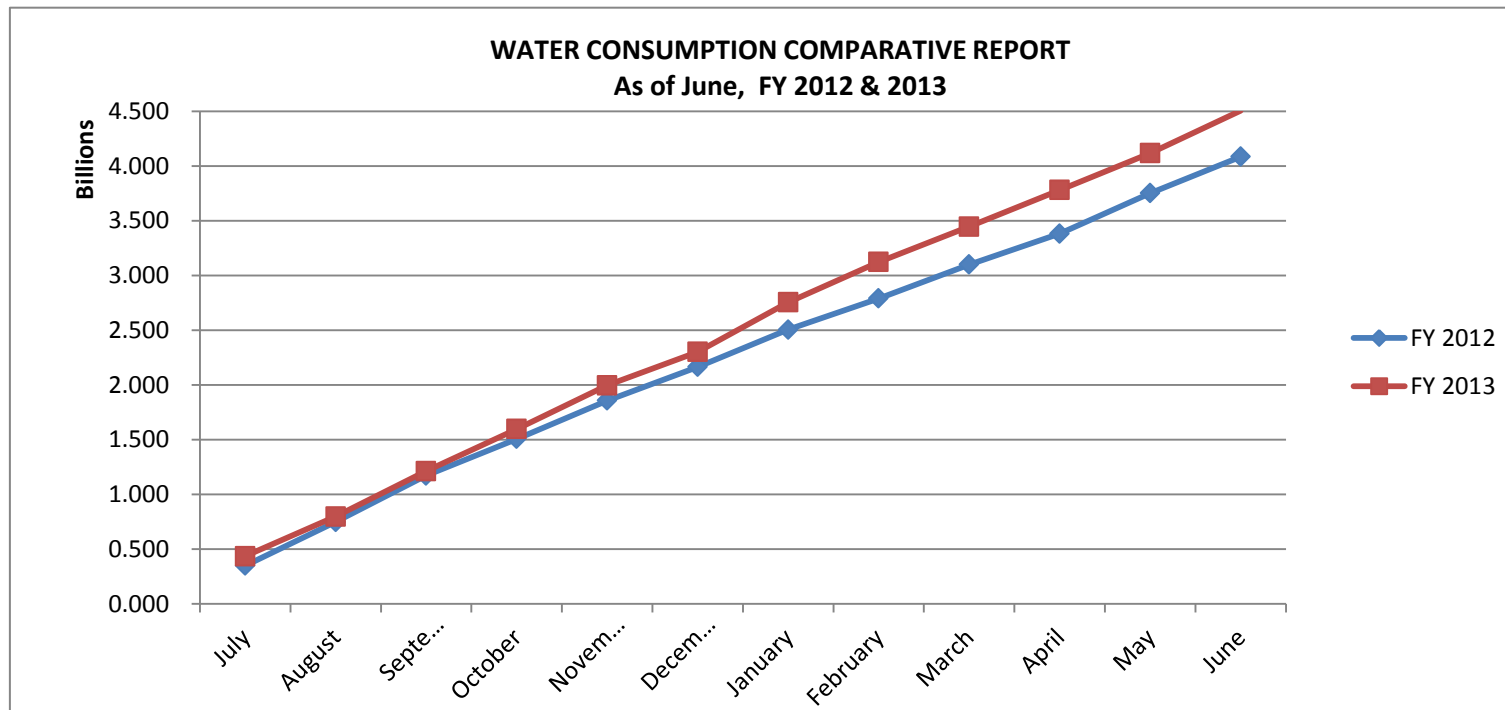
**CASH RECEIPTS COMPARATIVE REPORT
AS OF JUNE 2012 & 2013**

		FY 2012		FY 2013		Inc (Dec)	% of Inc (Dec)
July	\$	1,564,012	\$	1,964,915	\$	400,903	26%
August	\$	3,564,618	\$	4,275,571	\$	710,953	20%
September	\$	5,250,808	\$	6,370,743	\$	1,119,935	21%
October	\$	7,221,874	\$	9,006,500	\$	1,784,626	25%
November	\$	8,905,488	\$	11,197,586	\$	2,292,098	26%
December	\$	10,706,608	\$	13,332,029	\$	2,625,421	25%
January	\$	12,254,208	\$	15,496,524	\$	3,242,316	26%
February	\$	13,957,587	\$	17,978,954	\$	4,021,367	29%
March	\$	15,532,851	\$	20,124,259	\$	4,591,408	30%
April	\$	17,121,465	\$	22,135,604	\$	5,014,139	29%
May	\$	18,877,191	\$	23,853,871	\$	4,976,680	26%
June	\$	20,379,172	\$	25,556,578	\$	5,177,406	25%



WATER CONSUMPTION (000 GALLONS) COMPARATIVE REPORT
AS OF JUNE 2012 & 2013
 (expressed in thousands)

	<u>FY 2012</u>	<u>FY 2013</u>	<u>INC (DEC)</u>
July	349,500	436,238	86,738
August	748,067	797,837	49,770
September	1,172,622	1,213,013	40,391
October	1,507,452	1,597,947	90,495
November	1,857,997	1,996,810	138,813
December	2,164,504	2,302,086	137,582
January	2,505,086	2,755,898	250,812
February	2,790,363	3,122,872	332,510
March	3,100,600	3,446,231	345,631
April	3,381,673	3,781,226	399,553
May	3,752,552	4,116,546	363,994
June	4,084,598	4,504,859	420,261



3 consumption (000 gallons)

DEPARTMENT OF WATER
County of Kaua'i

“Water has no Substitute – Conserve It!”

PR SPECIALIST REPORT

July 25, 2013

Press Releases: A press release was sent out on June 18th announcing the launch of its eBill Presentment and eStatement initiative. Essentially, this new service allows our customers to access their account information online at www.kauaiwater.org. (See attached)

A press release was issued on June 20th regarding the upcoming July 1st scheduled rate increase and informational meetings to clarify it. (See attached)

A press release was distributed on June 30th urging Wainiha residents to conserve water due to a water main break that occurred in the Wainiha Powerhouse Road area. (See attached)

UPDATE: 8:23 am, July 1st: The water conservation request has been lifted for the Wainiha area following a water main break that occurred Sunday afternoon on Wainiha Powerhouse Road. Water officials announced that repairs to the broken main were completed last night and the water tank is now back to full capacity. The Department of Water thanked Wainiha residents and businesses for their patience and cooperation.

A press release was issued on July 1st announcing the release of the Department of Water's annual water quality report for 2013. The report describes the quality of our drinking water from January 1, 2012 through December 31, 2012. (See attached)

A press release was sent out on July 12th concerning the Water Department Billing “System Estimates”. (See attached)

TGI Press Release: Posted: Tuesday, June 25, 2013 1:00 am

H2O rates rising

LIHUE — The Department of Water will hold informational meetings over the next few weeks to discuss the scheduled 11.2 percent water rate increase that will take effect on July 1.

The increase applies to both the general and agricultural classes of service.

This is the third of four scheduled increases that was approved by the Kauai Board of Water Supply in December 2011 to fund the replacements for the island's aging water infrastructure, parts of which are as much as 80 years old. The final increase will take effect in July 2014.

The rate schedule is available on www.kauaiwater.org.

For the average customer who uses 7,500 gallons of water per month, the increase will amount to 12 cents per day, or \$3.65 per month, bringing their total monthly bill to \$49.43.

The meetings will be held from 6 to 8 p.m.:

- *Tonight — Lihue Neighborhood Center*
- *Thursday, June 27 — Kapaa Neighborhood Center*
- *Friday, June 28 — Koloa Neighborhood Center*
- *Sunday, June 30 — Kilauea Neighborhood Center*
- *Tuesday, July 2 — Kalaheo Neighborhood Center*
- *Wednesday, July 3 — Hanapepe Neighborhood Center*
- *Friday, July 5 — Waimea Neighborhood Center*

“The approved rate increases are needed to repay loans, perform the needed work, and allow the department to fund much of its future recurring system replacement work with cash instead of borrowing,” said DOW Manager and Chief Engineer David Craddick.

By avoiding interest payments, the Department anticipates being able to fund almost double the amount of projects, noted Craddick.

The rate increase is in line with recommendations in a rate study prepared by consultant SAIC, which used the American Water Works Association standards to assess the Kauai rate structure.

In 2001, the DOW developed its Water Plan 2020 to address needed upgrades, and is following that plan in making improvements.

“The Department has done an unprecedented amount of capital improvement projects over the last decade, and much of the work has been funded through loans,” according to a press release.

For more information, please call the Department of Water at 245-5455 during business hours from 7:45 a.m. to 4:30 p.m.

TGI Press Release: By Léo Azambuja
Posted: Sunday, June 30, 2013 12:30 am

More homes, better business for Lihue

LIHUE — Kauai is one of the most beautiful and secluded places in the world. While those two things make the Garden Isle special, they also make affordable housing a challenge, said Kamuela Cobb-Adams.

“If there is an issue, I like to focus on solutions,” said the director of the county Housing Agency, explaining that he likes to “make things happen.”

Cobb-Adams spoke to more than 20 business leaders Tuesday on the importance of affordable housing as a stimulus to the economy, especially to Lihue businesses during the Lihue Business Association’s monthly meeting at Duke’s Restaurant at Kalapaki Bay.

“My philosophy is to partner, basically work together with the business community, because I think that together we can do a lot,” he said.

There are three basic issues regarding housing development, according to Cobb-Adams: water, land and money.

To him, water is the biggest issue. Cobb-Adams said there is a lot of water on Kauai, but you can't get water in Lihue.

The county Department of Water has a minimum water capacity that each unit would consume.

To comply with the county fire code, there has to be twice as much water available than the minimum capacity, which makes it challenging for new developments, according to Cobb-Adams.

He said he has been working with the DOW to come up with ideas to address this issue.

As far as land availability, Kauai's major landowner is Grove Farm Company.

Besides encouraging or helping the company to develop, the only other solution Cobb-Adams said he sees is doing in-field development.

"I do see that there is some in-field structure here, there is opportunity there, and then I get back to water," he said. "Nobody is going to buy a parcel that doesn't have water."

Cobb-Adams said the county has to look at housing density and support developers who want to build a density that is appropriate.

Many people talk about Kauai's rural character, he said, but this doesn't mean only single-family housing — it also means open spaces.

"If you really want to think toward the future, I think we've got to look at allowing for increased density," said Cobb-Adams, adding that in-field development is something the county should focus on, though it's not the only solution. It has to be balanced, he said.

In government, everybody says, "Show me the money," Cobb-Adams said, but federal money is shrinking; they don't have enough to roll out.

"We can create policies and work together with the community to create value," he said.

One of the solutions would be addressing the water issue in Lihue. Another solution would be increasing pedestrian access to boost businesses.

But this doesn't mean the government has to take the lead. It means government has to work together with the community to find out what is needed to increase value, according to Cobb-Adams.

"If we get greater pedestrian access connecting (Lihue), I think Rice Street could be majorly revitalized," he said.

A cooperative work between business and government, he said, would create value to stimulate development.

"I think it's a collaborative effort," said Cobb-Adams, adding he hopes to put together a task force to focus on specific ways to create value. "If we can create value, it can be a domino effect and it can lead to more things in the community."

TGI Press Release: Letters to the Editor

Posted: Tuesday, July 2, 2013 12:45 am

Water rate hike seems fair, but public meetings a chance to listen, learn

The cost of water on Kauai just went up.

Done deal. You're paying more for that H2O that flows to your property. You can't fight it. No point in rallying neighbors to say you're paying enough already and you won't take it anymore.

But you can comment on this increase. You can question it. You can ask why it's necessary. We hope you do.

Here's why.

The Department of Water is still holding informational meetings to discuss the 11.2 percent water rate increase that took effect Monday.

For the average customer who uses 7,500 gallons of water per month, the increase will amount to 12 cents per day, or \$3.65 per month, bringing their total monthly bill to \$49.43.

This was the third of four scheduled increases approved by the Kauai Board of Water Supply in December 2011.

The extra money will pay for replacing the island's water infrastructure, parts of which are as much as 80 years old.

Four public meetings on the rate hike have been held in Lihue, Kapaa, Koloa and Kilauea. Tonight's from 6 to 8 is at the Kalaheo Neighborhood Center. Wednesday's is at the Hanapepe Neighborhood Center and Friday's, the Waimea Neighborhood Center. Both are also 6 to 8 p.m.

The final increase will take effect in July 2014.

Paying around \$50 a month for water sounds reasonable — even on an island that gets as much rain we do.

And the increase seems justified to repay loans, make repairs and prepare for what's ahead.

In 2001, the DOW developed its Water Plan 2020 to address needed upgrades, and is following that plan in making improvements, according to a press release.

OK. That all sounds reasonable and we don't object.

Our concern is this: The turnout for the meetings so far has been sparse. No surprise. There hasn't been a whole lot of interest. Folks seem satisfied with paying more for their water, for the reasons stated by DOW. It's certainly not a crazy move.

Still, we encourage citizens to attend these final public meetings on the rate increases. It might not sound like a worthwhile investment of your time, but it is. While this water rate increase is justified, it behooves the public to be vigilant in monitoring its government. Show them you are paying attention. By attending, you'll find out where your money is going, and why. You'll be able to ask questions. You'll know what's up. No surprises.

Most important, you'll hold people accountable for how they're using your money today, and how they plan to use it tomorrow.

TGI Press Release: Posted: Wednesday, July 3, 2013 12:30 am

Repairs made to water main in Wainiha

WAINIHA – A water conservation request was lifted for the Wainiha area following a water main break that occurred Sunday afternoon on Wainiha Powerhouse Road.

Water officials said repairs to the broken main were completed Sunday night and the water tank was back at full capacity.

The break occurred near the Wainiha General Store.

Customers were asked to reduce water consumption to essential uses only, such as cooking, bathing and toilet flushing.

TGI Press Release: By Darin Moriki

Posted: Thursday, July 4, 2013 1:15 am

DOW's water rate hike draws fire

LIHUE — Some Kauai residents aren't happy with a recent Department of Water rate hike to fund future infrastructure projects and pay off existing bonds.

The increase, which took effect Monday, raised the water rates for general and agricultural consumers by 11.2 percent, marking the third of four rate increases approved by the Kauai Board of Water Supply back in December 2011.

Edwin Pereira, a 78-year-old Lihue resident, said he was born and raised on Kauai and can still remember the days when his family could still pay \$1 for water, when they lived on a plantation.

Pereira said he understands times and conditions have changed but can't understand why water rates have increased so much.

"Why are we paying all of this money when we have the wettest spot in the world and why are you guys always bringing up the price," Pereira said at a June 25 water department meeting at the Lihue Neighborhood Center. "I'm a retiree and my pay will never rise. I'll die, probably, because I cannot buy food — I can't buy what I used to buy and now I got to pay water for that kind of price just to drink and take a bath. I cannot see this."

Department of Water Manager and Chief Engineer David Craddick said there have been nine water rate increases since 2006, including five other 8.2 percent increases between 2006 and 2010.

"We have been undercharging for water for quite some time and have been borrowing to the point at which we can't anymore," Craddick said. "It's our job to ensure customers have access to safe, clean water."

The latest increase will amount to 12 cents per day or \$3.65 per month for the average customer who uses 7,500 gallons of water or less each month, according to DOW. The increase, in turn, will bring their total monthly bill to \$49.43.

The money collected from these increases, Craddick said, will help the water department fund future recurring system replacement work with cash and pay down the principal on remaining infrastructure construction bonds totaling \$20 million.

By avoiding interest payments, which are scheduled to begin next year, Craddick said the Department of Water will be able to fund almost double the amount of projects.

To stave off further ratepayer hikes after the last scheduled increase is implemented in July 2014, Craddick said the DOW board is considering an increase to one-time facilities reserve charges, which are charged to new customers to get water system connections.

But, if that increase is not approved by the board, Craddick said the water department will either be forced to default on the bonds or use more ratepayer money to pay it off.

That's not what Ken Taylor wants to hear.

The 74-year-old Kapaa resident said he moved to Kauai from the Mainland to continue growing different palm tree varieties. But this hobby, he said, has become increasingly expensive over the years.

"Palm trees require a lot of water when it's not raining," Taylor explained, "so the fees ultimately cost me money."

The last water department meeting on the water increase is scheduled for 6 p.m. to 8 p.m. on Friday at the Waimea Neighborhood Center, 4556 Makeke Road.

TGI Press Release: By Chris D'Angelo
Posted: Thursday, July 4, 2013 1:03 am

Better than bottled

LIHUE — All is well with Kauai's drinking water, according to David Craddick, manager of the Kauai County Department of Water.

"The water here is as good as anywhere," he said. "All the water in Hawaii is pretty good."

The Kauai DOW announced its 2013 water quality report is available online. It covers from Jan. 1, 2012 to Dec. 31, 2012 and describes the quality of Kauai's drinking water, as well as where it comes from.

Craddick said the water in each of the island's water systems meets or exceeds state and federal standards. "It's very good," he said. "A lot safer than bottled water."

Craddick said he does not have concerns about any of Kauai's systems. However, if the state decided to reduce maximum contamination levels below those set by the federal government, the Lihue system "could require some treatment," he said.

During 2012, water in the Lihue system tested positive for three inorganic contaminants and three organic contaminants. All were below the EPA's maximum contamination level.

The DOW operates 11 separate, unconnected water systems, spread out from Kekaha to Waimea. It monitors, operates and maintains 50 deepwell pumping stations, 19 booster pumping stations, four tunnel sources, 58 storage tanks, 75 control valve stations and over 400 miles of pipeline to 20,000 consumer water service connections and meters.

Each year, the DOW spends more than \$400,000 in chemical and microbial testing to ensure the safety of the island's drinking water, according to the release.

Craddick said the most recent issue with a Kauai water system occurred in 2004, when mercury from a pump got into the well in Wailua. That issue was resolved by installing a carbon filter on the well, he said.

The federal Safe Water Drinking Act requires water utilities to provide water quality information to its customers every year.

“Your drinking water is tested regularly through our certified laboratories and the State Department of Health,” states the release. “Providing safe drinking water is a complex business, but you have a right to know the results of our water quality and its monitoring.”

A full report for each of Kauai’s water systems can be accessed on the DOW’s website at www.kauaiwater.org.

TGI Press Release: Posted: Sunday, July 14, 2013 12:30 am

DOW miscalculates water bills

LIHUE — The county Department of Water has re-billed all of its customers in Kekaha, Waimea an Puhi, in an attempt to correct “possible billing miscalculations,” according to county officials.

“While most customers will receive a decrease in their bill, there may be an increase for some customers,” a DOW press release states.

The DOW is instructing affected customers to discard their original bill and use the revised one.

The revised bill has the words “corrected bill statement” printed at the top.

Visit www.kauaiwater.org for more information or to register and monitor accounts. The DOW can be reached at 245-5455.

TGI Press Release: By Chris D’Angelo

Posted: Sunday, July 14, 2013 12:45 am

Attorney: Pesticides at WCMS violates federal law

LIHUE — Atrazine, chlorpyrifos and bifenthrin somehow made it inside Waimea Canyon Middle School. And according to an attorney, federal regulations forbids it from ending up there.

“Because the health risks are often unknown and evolving, this is one reason why pesticide labels expressly prohibit drift,” said Kyle Smith, one of the two attorneys representing the Westside community in a lawsuit against Pioneer Hi-Bred International.

In less than three years, the three restricted-use pesticides have been detected in water or ambient air samples collected at the school, nestled among a checkerboard of agricultural lands farmed by bio-tech seed companies on Kauai’s Westside.

Thomas Matsuda of the state Department of Agriculture’s Pesticide Branch points out that all three pesticides were detected at concentrations below screening levels developed by the federal Environmental Protection Agency or the California Department of Pesticide Regulation.

But one question remains unanswered, according to Smith: Where did the chemicals originate from?

If the pesticides drifted from nearby agricultural fields, which Smith believes is the most logical explanation, he said it is “a violation of the label, which is a violation of federal and state law — regardless of the level.”

In many cases, there is not an established safe level, or the levels are disputed, Smith said.

Atrazine, manufactured by Syngenta, is one of the world’s most widely used and controversial herbicides. Banned in Europe since 2004 due to groundwater contamination risks, studies have suggested atrazine is associated with a number of health problems, including cancer, birth defects and reproductive issues.

While the county Department of Water said it has not detected the chemical in Kauai’s drinking water since 2005, water samples collected in February 2011 by the U.S. Department of Agriculture from drinking fountains at Waimea Canyon School detected levels of 6 parts per trillion — which is 500 times lower than the EPA’s standard for maximum contamination level of 3,000 parts per trillion.

The other two restricted-use pesticides — chlorpyrifos and bifenthrin — were among the five pesticides found during a Waimea air quality study finalized in March (two years behind schedule), and funded in part by the Kauai County Council.

While chlorpyrifos was detected at levels 24 times below the California subchronic screening level, the study — led by Qing Li of the University of Hawaii — did not outline a screening level for bifenthrin.

When it comes to ambient air sampling, Matsuda said, “everyone kind of defers to this California study, because it’s so extensive.”

The four-year study in Waimea was part of an investigation into what caused children and teachers at the school to get sick on several occasions between 2006 and 2008. One incident resulted in at least 10 children being taken to the hospital.

Some of the council members were frustrated because they believed they had funded a study that would include findings on acute risks. But the study only addressed long-term exposure.

In particular, Smith said the fact that chlorpyrifos (the active ingredient in the agricultural insecticide Lorsban) was found is “extremely frightening,” because the EPA expressly restricted the chemical in 2000 to avoid exposure to children in places such as schools.

In addition to restricted-use pesticides chlorpyrifos and bifenthrin, the study at the Waimea Canyon School detected metolachlor, a general use pesticide. The study found none of those chemicals at Hanalei Elementary School, a location used as a control site.

Smith said this suggests it is the result is agricultural drift, as he knows of no other confirmed uses of these chemicals other than the GMO fields in the area. For this reason, he believes it is important for state and local government to investigate.

Inside Lorsban Advanced’s 17-page label, under the “Directions for Use” section, it states it is a violation of federal law to use the product in a manner inconsistent with its labeling.

“Do not apply this product in a way that will contact workers or other persons, either directly or through drift,” states the label. “Only protected handlers may be in the area during application.”

Matsuda said drift can only occur “at the time of application or soon thereafter,” and that the levels of chlorpyrifos and bifenthrin detected during the Waimea study were likely the result of volatilization, or evaporation.

However, because the ambient air samples were out for months at a time, Matsuda said “it’s tough to say” exactly how or when the chemicals got there.

Smith said making a distinction between direct spray drift and volatilization is ridiculous when the labels do not make this distinction.

“There is no good explanation for how these chemicals got into Waimea Canyon Middle School except through drift,” he said. “The question is where this drift originated from.”

Barbara Brooks, a state Department of Health toxicologist, said it is not unusual for trace amounts of such chemicals to be found in air samples in areas where they are used.

“It’s a volatile chemical,” she said of chlorpyrifos. “So it could be coming off the soil once it’s applied.”

Brooks added that the level of chlorpyrifos found in Waimea is typical of the amounts found in other agricultural areas.

“It was very low,” she said.

Still, Smith believes it is something that should be investigated.

“(Matsuda’s) making the assumption that these chemicals were sprayed correctly, which he does not know, and then volatized,” he said. “Why not take the next step? We know it’s in the school and it shouldn’t be there.”

In June of 2000, the EPA completed a revised risk assessment for chlorpyrifos, eliminating certain uses of the organophosphate, including nearly all home use products.

“In meeting the tough safety standard, EPA believes it can do a better job of protecting children and others by further reducing exposure to chlorpyrifos, and providing the increased margins of safety now mandated by federal law,” the assessment reads.

“Chlorpyrifos use in schools, parks and other setting where children may be exposed will be canceled,” it said.

In its January 2001 notice to retailers, the EPA determined that “chlorpyrifos, as currently used, does not provide an adequate margin of protection for children that are exposed to the chemical. This action adds a greater measure of protection for children by reducing and eliminating the most important sources of exposure.”

In an April email, Matsuda wrote that the stop sale was brought about because when EPA conducted a review of chlorpyrifos, as established by the 1996 Food Quality Protection Act.

“They (EPA) wanted to limit the exposure by children to chlorpyrifos in the home setting and other non-residential settings, like school and park grounds,” he wrote.

Matsuda said the levels found in Waimea school are below the level of concern, and do not warrant an investigation.

“The dose makes the poison ... Health concern levels are established by EPA to take into account the amount of the pesticide an individual is exposed to, how long the exposure is and route of entry,” he wrote.

According to documents obtained by Councilman Gary Hooser, each of the four major seed companies on Kauai--Syngenta, Pioneer, Agrigenetics, Inc. (a subsidiary of Dow AgroSciences) and BASF - purchased atrazine and chlorpyrifos in 2010, 2011 and 2012.

Miscellaneous:

The Department received the 2013 Annual Report for the East & West Kauai Soil & Water Conservation Districts. *(See attached)*

On July 16th, KHON2 news reporter Brianne Randle submitted an email request for information concerning the Department’s billing system. On July 17th, an email was sent to Ms. Randle answering all of her questions. The written responses were provided by the Department’s Manager and Chief Engineer and Controller.

KHON2 News Website/Televised: By Brianne Randle *Published: Tuesday, July 16, 2013, 5:25 pm*

New billing system means not all customers are paying equally for water

Every time Oahu residents get their water-sewer bill, you have to pay a billing charge of \$7.70. It used to be about every 60 days, now it’s every month.

The Honolulu Board of Water Supply says that helps to cover current and future costs of its new customer care and billing system, meter maintenance, and staffing.

Maui and Kauai also have access to this new billing system, but they’re not paying extra fees for it.

“How is it effecting all of our bills here on the island of Oahu?,” City Councilmember Ann Kobayashi said.

Councilwoman Ann Kobayashi has been fielding a lot of questions from residents in her area about the increased billing fee per month.

“Is ours doubled because we are taking on the neighbor island processing their bills, is that why ours is doubling we want answers,” Kobayashi said.

The Board of Water Supply says Oahu does charge the 2 other counties to access the system and for IT support.

Kauai pays about thirty-one cents per bill rendered, Maui thirty-three cents per bill rendered. A price tag that does not include current and future costs of the new billing system.

“The main concern is the unfairness and the burden on the ratepayers here,” Envirowatch Carroll Cox said.

Cox says that’s simply not right – and unwarranted.

"We the ratepayers here in Honolulu can't afford the luxury of giving to others while we're being taxed for the processing fee," Cox said.

The Board of Water Supply says each county does pay for its own billing staff as well as the printing and mailing costs of its bills each month.

"Whatever Maui and Kauai is paying it should be put together to offset the total cost on Honolulu," Cox said.

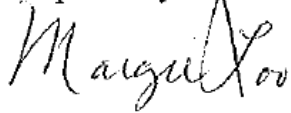
The Honolulu Board of Water Supply says it plans to re-negotiate the cost Maui and Kauai currently pay for the system to factor in the current and future price of the new billing system.

The Fun Committee: On July 10th, the Fun Committee met and is excited to announce our 1st annual cook-off contest event to boost employee morale and solidarity. The "So you think you can bake!" event will take place on Friday, July 19th between 11 am - 3 pm in the DOW Board Room.

The committee met to discuss the details of the upcoming Intern Appreciation Pau Hana Party scheduled for Friday, August 2nd. Off duty employees will begin the event starting at 2:30 pm in the park.

MAS (Make a Splash): This year's Make a Splash water festival is scheduled for Thursday, September 26, 2013. Sandi Nadatani-Mendez has generously offered to lead this year's water festival.

Respectfully submitted,



Margie Loo
Acting Public Relations Specialist

Concurred:

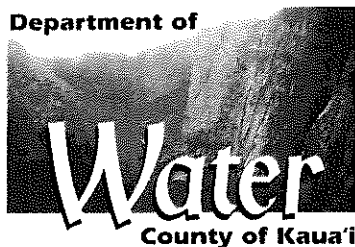


David R. Craddick, P. E., C. E. M.
Manager and Chief Engineer

ML/ein

Mgrpr/PR Specialist Report (07-25-13):ein

Attachments: Press Release "DOW customers can now access their billing information online" dated June 18, 2013
Press Release "Scheduled water rate increase to be discussed at information meetings" dated June 20, 2013
Press Release "Wainiha residents urged to conserve water" dated June 30, 2013
Press Release "DOW 2013 water quality reports now available on line,
Period covered - January 2, 2012 to December 31, 2012 dated July 1, 2013
Press Release "DOW sends out corrected statement due to possible miscalculations" dated July 12, 2013
East & West Kaua'i Soil & Water Conservation Districts, 2013 Annual Report



Water has no substitute...Conserve It!

DATE: June 18, 2013

FOR IMMEDIATE RELEASE

CONTACT: Margie Loo, acting public relations specialist

Phone: (808) 245-5455

Fax: (808) 245-5813

Email: mloo@kauaiwater.org

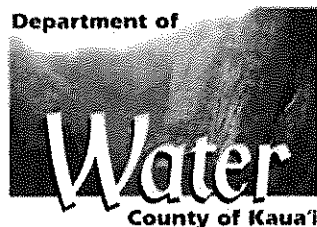
DOW customers can now access their billing information online

LĪHU'E – Department of Water (DOW) officials today announced the launch of its eBill Presentment and eStatement initiative. The new online service offers DOW customers the opportunity to access their billing information 24 hours a day.

To sign up for this service, please go to www.kauaiwater.org and click on the View Your Bill Online icon on the left hand side of the homepage. You'll need to input your DOW account number, which can be found on your monthly billing statement, to complete the process.

For more information, please call the Department of Water at (808) 245-5455 during regular business hours from 7:45 a.m. to 4:30 p.m.

###



Water has no substitute...Conserve It!

June 20, 2013

FOR IMMEDIATE RELEASE

CONTACT: Margie Loo, acting public relations specialist
Phone: 245-5455 Fax: 246-8628
E-mail: mloo@kauaiwater.org

Scheduled water rate increase to be discussed at informational meetings

LĪHU'E -- The Department of Water will hold informational meetings over the next few weeks to discuss the scheduled 11.2 percent water rate increase that will take effect on July 1.

The increase applies to both the general and agricultural classes of service.

This is the third of four scheduled increases that was approved by the Kaua'i Board of Water Supply in Dec. 2011 to fund the replacements for the island's aging water infrastructure, parts of which are as much as 80 years old. The final increase will take effect in July 2014.

The rate schedule is available on www.kauaiwater.org.

For the average customer who uses 7,500 gallons of water per month, the increase will amount to \$0.12 per day or \$3.65 per month, bringing their total monthly bill to \$49.43.

The meetings will be held from 6 to 8 p.m.:

Tuesday, June 25	Līhu'e Neighborhood Center
Thursday, June 27	Kapa'a Neighborhood Center
Friday, June 28	Kōloa Neighborhood Center
Sunday, June 30	Kīlauea Neighborhood Center
Tuesday, July 2	Kalāheo Neighborhood Center
Wednesday, July 3	Hanapēpē Neighborhood Center
Friday, July 5	Waimea Neighborhood Center

DOW Manager and Chief Engineer David Craddick said, "The approved rate increases are needed

to repay loans, perform the needed work, and allow the department to fund much of its future recurring system replacement work with cash instead of borrowing.”

By avoiding interest payments, the Department anticipates being able to fund almost double the amount of projects, noted Craddick.

The rate increase is in line with recommendations in a rate study prepared by consultant SAIC, which used the American Water Works Association standards to assess the Kaua'i rate structure.

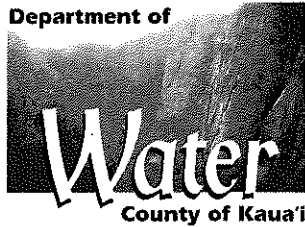
In 2001, the DOW developed its Water Plan 2020 to address needed upgrades, and is following that plan in making improvements.

The Department has done an unprecedented amount of capital improvement projects over the last decade, and much of the work has been funded through loans.

For more information, please call the Department of Water at (808) 245-5455 during business hours from 7:45 a.m. to 4:30 p.m.

If you need an ASL interpreter, materials in an alternate format, or other auxiliary aid support, please contact MJ Garasi at (808) 245-5408 or by email at mgarasi@kauaiwater.org at least five days before the meeting.

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Water has no substitute...Conserve It!

June 30, 2013

FOR IMMEDIATE RELEASE

CONTACT: Margie Loo, *acting* public relations specialist
Phone: 245-5455 Fax: 246-8628
E-mail: mloo@kauaiwater.org
Website: www.kauaiwater.org

Wainiha residents urged to conserve water

WAINIHA – The Department of Water is issuing an immediate water conservation request in Wainiha due to a water main break that occurred Sunday afternoon on Wainiha Powerhouse Road, near the Wainiha General Store.

Customers are being asked to reduce water consumption to essential uses only, such as cooking, bathing and toilet flushing.

The conservation request affects all water customers along Wainiha Powerhouse Road and all connecting roads, including Ala Eke, Ananalua and Anahulu roads.

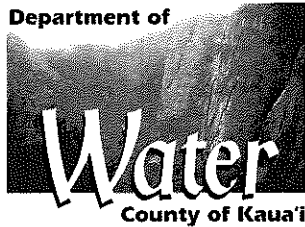
Customers located in the immediate area of the broken main may be experiencing low water pressure. The Department of Water asks for their patience and understanding while crews initiate repairs.

The conservation request will remain in effect through at least Sunday night. An update on the request is expected Monday morning.

Residents are asked to notify their neighbors of this request and encourage their participation.

For more information, please call the Department of Water at 245-5461 during business hours, 7:45 a.m. – 4:30 p.m., or call Police Dispatch at 241-1711 after business hours.

###



Water has no substitute...Conserve It!

July 1, 2013

FOR IMMEDIATE RELEASE

CONTACT: Margie Loo, *acting* public relations specialist
Phone: 245-5455 Fax: 246-8628
E-mail: mluo@kauaiwater.org
Website: www.kauaiwater.org

DOW 2013 water quality reports now available online Period covered – January 1, 2012 to December 31, 2012

LĪHU'E – In an effort to go green and reduce printing costs, the Department of Water (DOW), in accordance with the Environmental Protection Agency's (EPA), regulations has released its 2013 water quality reports online. A report for each of the nine water systems can be accessed on DOW's website at www.kauaiwater.org.

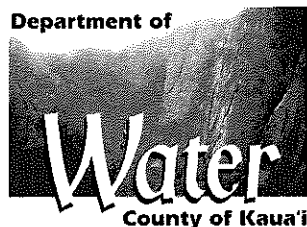
The water quality report describes the quality of your drinking water and where it comes from. The Safe Water Drinking Act, a federal law, requires water utilities to provide water quality information to its customers every year.

Your drinking water is tested regularly through our certified laboratories and the State Department of Health. Providing safe drinking water is a complex business, but you have a right to know the results of our water quality and its monitoring.

In summary, our drinking water meets or exceeds state and federal standards. The Department spends in excess of \$400,000 annually in chemical and microbial testing to ensure the safety of the island's drinking water.

For more information or to request a paper copy of a report, please call the Department of Water at 245-5455 or visit DOW's website, www.kauaiwater.org.

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Water has no substitute...Conserve It!

July 12, 2013

FOR IMMEDIATE RELEASE

CONTACT: Margie Loo, acting public relations specialist
Phone: 245-5455 Fax: 245-5813
E-mail: mloo@kauaiwater.org
Website: www.kauaiwater.org

DOW sends out corrected statements due to possible miscalculations **Issues with new billing system being resolved**

LĪHU'E – In an effort to correct possible billing miscalculations, the Department of Water (DOW) has re-billed all of its customers in Kekaha, Waimea, and Puhi. The revised bill has the words "Corrected Bill Statement" printed at the top.

Affected customers should discard their original bill and use the revised bill.

While most customers will receive a decrease in their bill, there may be an increase for some customers.

The DOW would like to thank its customers for their patience and understanding while the Department works to resolve the issues they have been experiencing with the new Customer Care and Billing System.

Customers can monitor their account online by registering at www.kauaiwater.org.

For more information, please contact the Department of Water at 245-5455 or visit the DOW's website, www.kauaiwater.org.

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13 JUN 18 P1:17

Board Chairperson

To Our Supporters:

We are sending you the enclosed East and West Kaua'i 2013 Annual Report for your information.

Mahalo for your kokua of our programs.

Sincerely,

A stylized, handwritten signature in black ink, appearing to read 'Ed Kawamura'.

Ed Kawamura, Jr.
East Kaua'i SWCD, Vice Chair

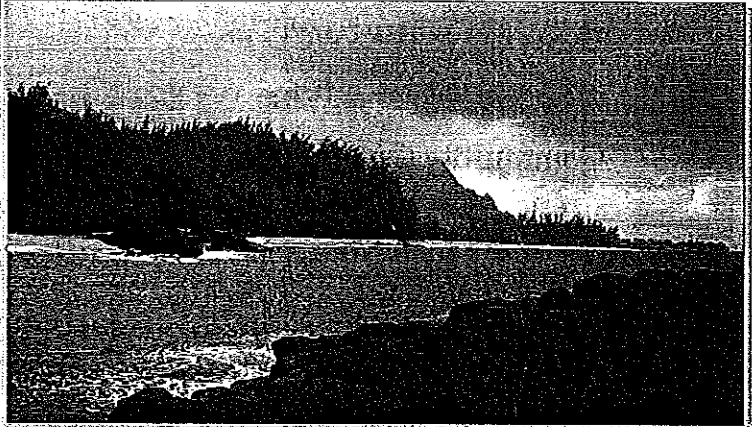
A handwritten signature in black ink, appearing to read 'Peter Tausend'.

Peter Tausend
West Kaua'i SWCD, Chair

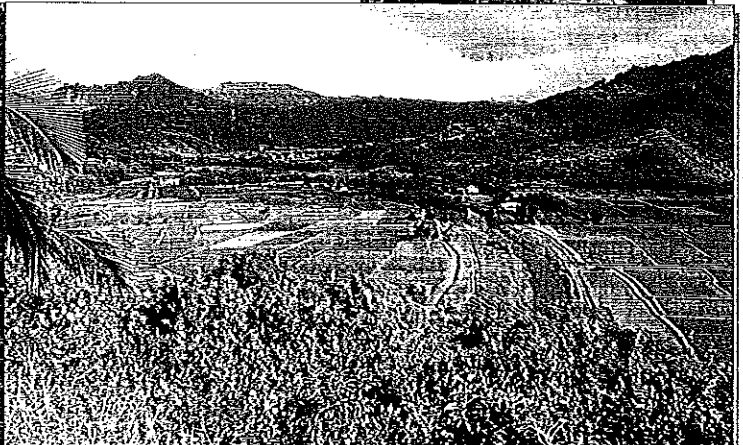
East & West Kauai

Soil & Water Conservation Districts

60th Anniversary



Where Does Your
WATER
Shed?



2013 Annual Report

A Message of Aloha

It is our pleasure to extend our warmest aloha to our conservation partners, supporters, and friends and to report our activities and accomplishments for fiscal year 2013.

East and West Kauai Soil and Water Conservation Districts (Districts) have been in existence for sixty years. Over time, the role of the Districts has expanded beyond soil and water conservation to include the following activities:

- * review and approve resource conservation plans for soil erosion control and water conservation on agricultural lands
- * involvement in the permit process of the Kauai County Sediment and Erosion Control Ordinance
- * participate in EPA and State Department of Health nonpoint source programs
- * support initiatives that seek to protect and maintain irrigation systems
- * initiate and support natural resource protection and conservation outreach programs, including the USDA Natural Resources Conservation Services' Emergency Watershed Protection program

The mission of the Districts is to promote stewardship and conservation of natural resources by advocating the use of best management practices by land users and the general public.

Kauai's two Districts, like the rest of the other fourteen districts in the state and three thousand districts in the nation, are locally led grassroots organizations guided by unpaid volunteers who unselfishly contribute their time and effort, with support from conservation partners, to preserve natural resources and enhance the quality of life in their communities.

With warmest aloha,

Thomas Oi, Chairperson
East Kauai Soil and Water Conservation District

Peter Tausend, Chairperson
West Kauai Soil and Water Conservation District

East Kauai Soil & Water Conservation District

Front Row: L-R

Ed Kawamura, Jr.

Paul Togioka

Marj Stanphill

Jerry Ornellas

Michael Fernandes

Morri-Ann Nagata

Leonard Vierra

Absent:

Thomas Oi

Boyd Gayagas

Gerald Takamura

Kelly Gooding

Matt Stevenson

Ken Lindsey

Amanda Skelton



West Kauai Soil & Water Conservation District



Front Row: L-R

Peter Tausend

Marj Stanphill

Roy Oyama

Gary Ueunten

Back Row: L-R

Greg Williams

Adam Killermann

Blaise Boyle

Morri-Ann Nagata

Amanda Skelton

Absent:

Howard Greene

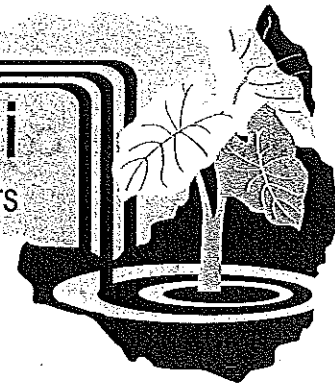
David Smith

Keith Horton

Keith Smith

East & West Kauai

Soil & Water Conservation Districts



KAUA'I SOIL AND WATER CONSERVATION DISTRICTS

Who We Are and What We Do

The East and West Kaua'i Soil and Water Conservation Districts (Kaua'i SWCDs) are two of sixteen conservation districts in Hawaii and 3,000 districts in the nation.

The function of Conservation Districts is to seek available technical, financial and educational resources to help local land users conserve soil, water, and related resources. In addition to the traditional mission of soil and water conservation, Kaua'i SWCDs are involved in a wide variety of related areas, including erosion control plan reviews of agricultural lands, reviewing and approving conservation plans in partnership with the USDA Natural Resources Conservation Service (NRCS), conservation planning for agricultural purposes, supporting farmers and ranchers in their effort to obtain government funding for the repair and maintenance of irrigation systems, involvement in the County's Sediment & Erosion Control Ordinance, control of non-point source pollution, watershed planning, wildlife habitat preservation, and conservation education.

Hawaii's Conservation Districts are self-governing sub-units of the State government, authorized by and operating under Chapter 180 of the Hawaii Revised Statutes. For administrative purposes, the Conservation Districts are placed under the Department of Land and Natural Resources. Each Conservation District is governed by an unpaid board of five directors: three elected by agricultural land owners and two appointed by the Board of Land and Natural Resources. Directors are assisted by Associate Directors. With funding from the State of Hawaii and the County of Kauai, Kauai's SWCDs have paid staff consisting of two Conservation Specialists and a part-time District Assistant. Hawaii's sixteen Conservation Districts have formed the Hawaii Association of Conservation Districts (HACD) to support and promote natural resource conservation statewide.

The NRCS is the Conservation Districts' prime conservation partner and technical resource agency. In addition to the NRCS, Conservation Districts work closely with and receive support from the State Department of Health, DLNR, County of Kaua'i, Department of Water, State Legislature, County Council, US Environmental Protection Agency, HACD, UH College of Tropical Agriculture and Human Resources, State Agriculture Department, Coastal Zone Management Program, and Resource Conservation and Development (RC&D).

Website: www.pia.nrcs.usda.gov/partnerships/pia_swcd.html

Community Outreach Activities



Aloha Organics LLC
Griffin Shepard
EK SWCD
Outstanding
Water Conservationist



McBryde Resources,
Inc.
WK SWCD
Outstanding
Water
Conservationist



Kauai Coffee Co. LLC
WK SWCD
Outstanding
Water
Conservationist



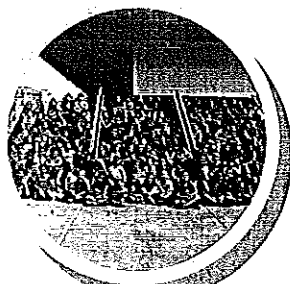
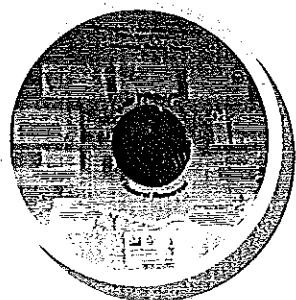
Marcia
Harter
EK SWCD
Outstanding
Cooperator of
the Year



Daryl
Kaneshiro
WK SWCD
Outstanding
Cooperator of
the Year

- **EWKSWCDs' ANNUAL REPORT:** Through the annual report, our conservation partners are informed of our accomplishments and activities during the year.
- **OUTSTANDING COOPERATORS OF THE YEAR:** Annually we honor Kauai ranchers and farmers who make outstanding efforts to conserve and protect our natural resources.
- **OUTSTANDING WATER CONSERVATIONISTS OF THE YEAR:** Each year, we recognize and honor Kauai farmers or ranchers who make outstanding efforts to conserve and protect water in operating their farms or ranches.
- **CONSERVATION AWARENESS CONTEST:** We sponsor this annual land judging contest among Kauai high school students. With assistance from the UH Cooperative Extension Service, and USDA Natural Resources Conservation Service and cooperation of the State Department of Education, the students learn the importance of natural resource conservation and protection in agricultural production. The winning team competes in the State contest and the State's top team represents Hawaii at the national competition.
- **FARM BUREAU KAUAI COUNTY FAIR AND GARDEN FAIR:** We participate in these events to publicize our activities and role in natural resource conservation.
- **COMMUNITY MEETINGS:** Our participation in community meetings on natural resource conservation gives us the opportunity to provide our concerns and input on natural resource conservation and protection.
- **COUNTY DEPARTMENT OF WATER ANNUAL "MAKE A SPLASH WATER FESTIVAL":** We participate in this event to help the County Department of Water promote awareness, appreciation, knowledge and stewardship of water resources to Kauai's fifth graders.
- **POSTER CONTEST:** The National Association of Conservation Districts' Poster Contest for Kauai's grade schools is a national contest to encourage the teachers and students to be good stewards of the land by conserving and protecting our natural resources. Posters are drawn by the grade school students to express their thoughts on natural resource conservation and protection.

Garden
Fair



Poster Contest
Ele'ele Elementary School

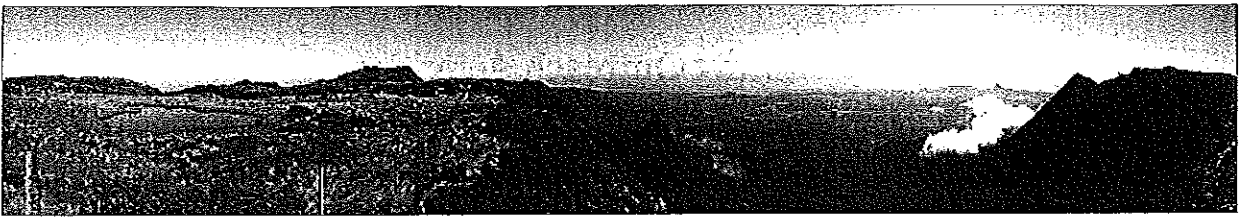
5



Land Judging
Contest



Water
Education
for
Teachers



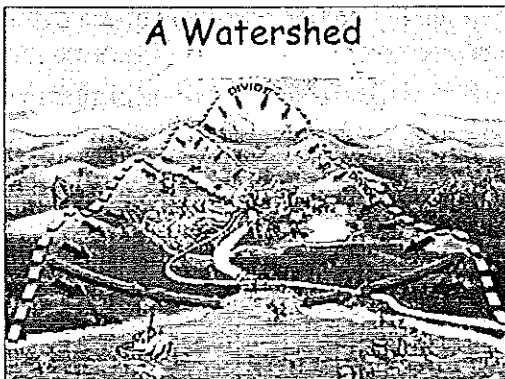
Where Does Your Water Shed?

Written by Rachel Martin

Have you ever wondered where the rain goes once it hits the ground? It all depends on where it lands and where the water will shed. If it hits a roof it might go into a gutter and then a downspout into a grassy lawn. If it hits a parking lot, it will travel to the lowest point such as a retention pond or grassed area. But if rain lands on bare ground, erosion may occur during intense rainfall. It is very important to know about the watershed that you live in.

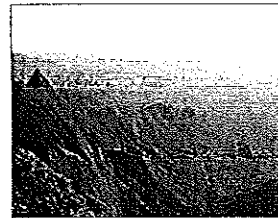
What is a watershed?

A watershed is an area of land that drains to a particular body of water such as a river, lake or stream. All water runs to the lowest point - water travels over the surface and across farms, fields, forest lands, city streets or seeps into the soil and travels as groundwater.



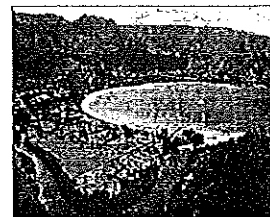
What is a watershed community?

We all live in a watershed. We also share the watershed with other organisms such as animals, birds, fish, and plants. People highly influence what happens in watersheds by how the natural resources - soil, water, plant, air and animals - are treated. The quantity and quality of water that drains from a watershed is dependent upon the natural climate, vegetation, soil and geology of that specific watershed. Human activities as well as natural occurrences that change the vegetation and surface characteristics of watersheds will affect the quantity and quality of water distribution within a watershed.



The Hawaiian Islands have around 580 unique watersheds. Major watersheds or associated water bodies on Kauai are: Mount

Waialeale, pictured above, Hanalei Bay, Wailua River, Nawiliwili Bay and Waimea Canyon.



Hanalei Bay



Waimea Canyon

Are watersheds the same?

Not all watersheds are the same. They vary in shape, size, topography and soil features.

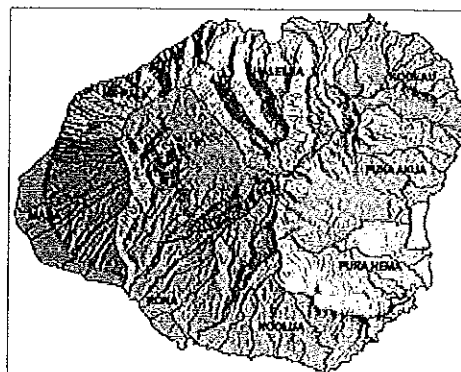
The Kauai SWCDs work with erosion control plans, review and approve conservation plans in partnership with NRCS, for agricultural purposes are involved in the Sediment Control Ordinance, wildlife habitat preservation, conservation education and watershed planning all benefit our watersheds. Watershed Planning is a very useful tool for watershed preservation. A watershed plan provides a context and a map of how the watershed will be managed. Watershed planning engages communities in plan development and implementation, considers unique social and environmental characteristics of the watershed, addresses problems over jurisdictions or land ownerships and builds on Native Hawaiian knowledge and practices.

The Hawaii Association of Watershed Partnerships is a voluntary alliance of landowners and other partners working together to protect forested watersheds for water recharge, conservation and other ecosystems services. Here on Kauai, the Kauai Watershed Alliance is one partnership out of eleven within Hawaii which protects Kauai's uppermost watershed areas.

Watershed relationship within Hawaii

Human connection with watersheds dates back to when the first inhabitants arrived in what today we call Hawaii. Hawaiians had their own system of land divisions, with ruling chiefs controlling these areas. *Mokupuni* is the name of the island chiefdoms, Hawaii, Maui, Molokai, Oahu, and Kauai, each ruled by a high chief, the Ali'i Nui. *Moku* are the large land districts within the Mokupuni, ruled by a lower chief, the Ali'i 'ai moku. *Ahupua'a* are pie shaped land divisions within the moku ruled by a lower chief, the Ali'i 'ai ahupua'a. Ahupua'a played an important role in the Hawaiian lifestyle and culture. This land division extended from the mountain to the sea. It provided the native people with access to different parts of the

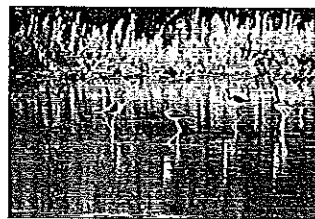
island; coast, fertile valley, stream or river and upland forest.



Moku Districts on Kauai

What you can do to help protect your watershed?

- *Learn about your watershed and its environmental health.
- *Identify ways you can help prevent polluted runoff from your home, ranch or farm.
- *Plant a rain garden
(planting native grasses, trees and shrubs gives runoff from the home's downspouts a chance to soak naturally into the ground).
- *Limit fertilizer use and avoid pesticides.
- *Join a local watershed organization. ☺



Where Does Your
WATER
Shed?

Kauai County Conservation Awareness Contest 2012

Written by Rachel Martin



The Conservation Awareness Contest (also known as the Land Judging Contest) provides students an introduction to the basic science of soil classification, characteristics and structure. They are focused on understanding management skills for soil and water resources, different soil and water conservation practices, basic soil differences as they affect crop production, and the effect of different land features on land use associated with cropland, forestland, rangeland and pastureland.

In October, five high school students (Erin Rynda, Chantal Rusaw, Layton Fleege, Jasmine Benham and Eliza Vierra) participated in this year's contest, held on a Grove Farm parcel along the Kipu Bypass Road. This contest had the students evaluating the physical features of the soil (surface and subsoil texture, permeability, soil depth and slope), major factors affecting land use, land capability classification, and recommended conservation practices for different types of land use at three sites: a road cut site within property, and two demo sites that were created. Students completed two scorecards, Agricultural and Home site for each site, in which specific questions were asked based upon the characteristics of each site.

The top four students advanced to compete in the State Land Judging Contest held on Maui; Kauai placed 2nd out of three teams!



Students, Herb Keamoai, Aaryl Kaneshiro



*Erin Rynda: Overall Top Score
for both site conditions*

East Kauai SWCD Outstanding Cooperator of the Year, Marcia Harter

Written by Morri-Ann Nagata

This year the East Kauai Soil and Water Conservation District has selected Marcia Harter as Cooperator of the Year because of her commitment to creating and managing wildlife habitat. About 2 acres of Marcia's Anahola property has been dedicated to providing desirable habitat for the Laysan albatross (*Phoebastria immutabilis*).

The Laysan albatross is a remarkable bird that is also called the "nomad of the sea"; they spend most of their life on the water, and they only come onto land for mating purposes. They have a wingspan of about 6 feet. Laysan albatross are known for having a series of ritual dances before selecting a mate, and they reach maturity at 5-7 years. Pairs mate for life, and their lifespan can exceed 60 years. One unique trait is albatross' ability to sleep while flying. The birds are classified as Near Threatened, and there are a number of conservation groups throughout the state working to protect vulnerable sea birds.

This project has included multiple partners such as the Natural Resources Conservation Service (NRCS), the Pacific Missile Range Facility (PMRF) Re-release Program, the State of Hawaii Department Land and Natural Resources (DLNR), native plant nurseries and many others to collect multi-source expertise in planning the best habitat possible for the albatross. The first phase of the project has already been completed; this includes establishing native plants, building an exclusion fence, and monitoring the birds.

Marcia has coordinated and implemented the planting of an array of native trees, shrubs and ground covers, including: koai'a, ohia, iliahi, naio, naupaka, pohinahina, ilima, and aki'aki. Mulch was applied around the plants to suppress weeds and to help retain moisture. Albatross are ground nesting birds, and low-growing native vegetation gives them a suitable place to nest. A perimeter fence has been installed to exclude predators such as cats and dogs that can injure or kill seabirds; young fledglings are especially vulnerable to predation. With the cooperation of neighbors, Marcia has enacted a trapping program to further protect the albatross who visit the site.



Marcia Harter, Outstanding Cooperator of the Year
with Ed Kawamura, Jr., East Kauai SWCD Director

Since PMRF has albatross nesting in areas of the base that are not suitable, they work with the community to relocate the birds to safer, more appropriate nesting sites around the island. There are a number of release sites in the Anahola/Kilauea area because the Kilauea Point National Wildlife Refuge does not have adequate space to release all of the birds. Marsha's site has already been used for multiple albatross relocations from PMRF. Once released, the birds typically stay on her property for a few days before flying north towards the Kilauea Point National Wildlife Refuge.

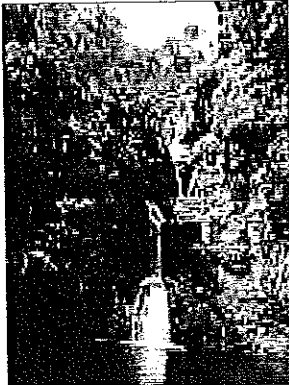
An important component of this project is observing and recording bird presence. Marcia keeps records of birds that visit, identifying individual birds that have been banded. In the long term this data will identify if birds are using the site multiple times. Typically, albatross return to their nesting spot each year, and the hope is to have the birds that were released return to the site in subsequent years.

Marcia has been dedicated to this project and already has plans to improve and expand the site. The East Kauai SWCD Board commends her for her hard work and commitment, and is pleased to recognize the good work she is doing.

Protecting the Source of our Island's Fresh Water for the People, Plants and Animals that Live Here

Written by Carolyn Lum

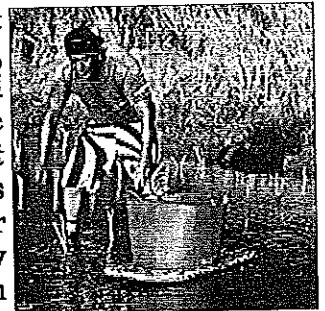
The Kauai Watershed Alliance (KWA) is a watershed partnership, formed in 2003 on the island of Kauai. The KWA partners recognize that continuing cooperation is the key to a timely and successful watershed management program that will protect Kauai's upper watersheds from invasive alien plants, animals, and other threats. The Koke'e region and Alaka'i Wilderness Preserve have been targeted by several conservation agencies and organizations seeking to restore habitat for many federally listed species, including ground nesting seabirds, forest birds, invertebrates and plants.



A project of GIRC&D since 2006, Koke'e Resource Conservation Program (KRCP) under Katie Cassel's leadership has been deeply committed to supporting KWA's program. KRCP's mission is to engage the public in protecting native ecosystem resources by coordinating volunteers to conduct essential weed removal in these ecosystems. By recruiting volunteers to supplement the staff and interns in the field, Katie has been able to leverage all her funding to get this large job done since 1998.
Website: www.krcp.org

Left: KRCP intern above Mohihi Waterfall searching for invasives

Makauwahi Cave Reserve in Poipu is a project that David and Lida Burney have nurtured since 1992. Beginning this year, staff and volunteers began building lo'i, shallow ponds for cultivation and habitat for wildlife in the area, on an abandoned cane field full of invasive guinea grass. There are seven ponds planted with taro providing habitat for Kolea (Pacific Golden Plovers), Koloa ducks, and Hawaiian Stilts, as well as dragonflies and damselflies. One pond is dedicated to native fiber plants, such as sedges like makaloa that were used to create art quality mats in Ni'ihau. Six more ponds are used as a kind of weed control mulch until more planting takes place – drowning weeds rather than drenching them with herbicide.



Cave Lo'i Planting



The Reserve is also home to 12 land tortoises, who provide effective weed control and allow the native plants from Ni'ihau and Kauai to thrive naturally.

Website: www.cavereserve.org

Garden Island Resource Conservation and Development, Inc. appreciates the continued sponsorship of the East and West Kauai Soil and Water Conservation Districts and supports their commitment to the communities of the County of Kauai. Website: www.gircd.org

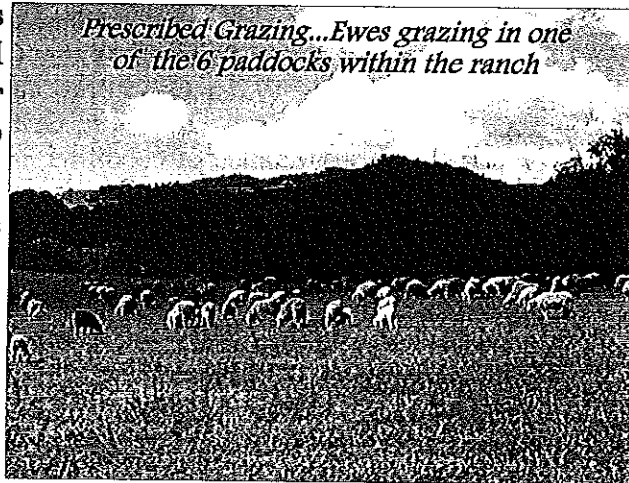
Garden Island Resource
Conservation & Development, Inc.
4253 Rice Street, Suite C, Lihue, Hawaii 96766
808.246.0004 ~ gircdnew@gmail.com

West Kauai SWCD Outstanding Cooperator of the Year, Daryl Kaneshiro, Omao Ranch Lands

Written by Rachel Martin

The WKSWCD is proud to announce Daryl Kaneshiro as its Cooperator of the Year in recognition of his efforts in soil and pastureland conservation. Daryl Kaneshiro is the owner and operator of Omao Ranch Lands in Omao, raising up to 400 ewes (female sheep) on 300 acres.

Daryl is a strong believer in preserving agricultural lands and natural resources. When Daryl first started ranching, his pasturelands were degraded by the presence of noxious and invasive woody and plant species: Java Plum, Guava, Hau Bush, Blue Joe and Sourgrass. Feral pigs began to prey on the lambs and sheep, slowly decreasing his herd size. Daryl knew that something had to be done if he wanted to continue ranching and achieve his goals and dreams.



Brush Management - Clearing invasive weedy and woody plant species, stock piling thus creating mulch out of debris.

Daryl worked closely with the Conservation Districts and the Natural Resources Conservation Service in developing a conservation plan and obtaining funding through the Environmental Quality Incentive Program. Best management conservation practices were selected to address the existing resource concerns within the ranch; Prescribed Grazing, Brush Management and Fencing, which Daryl implemented from 2006 - 2012. He installed 1,225 feet of non-electric woven wire fence to control livestock movement and create more paddocks, cleared 14.3 acres of undesirable woody plant species to improve plant cover for livestock, implemented wildlife and erosion control, and managed a prescribed grazing system. Taken together, these conservation practices have improved the health and vigor of desired plant species, allowing for a successful pasture operation.

WK SWCD Board and Staff Tour Omao Ranch



Daryl sells his meat only on Kauai to local restaurants. He also sells his livestock live to local families. All of his lambs are grass fed and antibiotic free. Over the next few years Daryl would like to increase the herd to 800 - 1,000 head of sheep. Daryl not only ranches but is also involved in a few other projects on



his ranch; including an aquaponic farm and a 300 kilowatt solar farm.

WK SWCD is proud to present Daryl Kaneshiro with its Outstanding Cooperator of the Year Award!

2012 East Kauai Soil & Water Conservation District
Outstanding Water Conservationist Award
Aloha Organics LLC, Griffin Shepard

Written by Rachel Martin

The East Kauai Soil and Water Conservation District is proud to announce that this year's Outstanding Water Conservationist Award goes to Griffin Shepard at Aloha Organics LLC. Working as a one-man team, Griffin Shepard manages a beautiful 26.5 acre farm in Moloka'a. An abundance of coconuts, mangoes and avocados flourish on the farm, and are sold at Farmer's Markets as well as restaurants throughout the North and East side of the island.

Over the years, Griffin has made many improvements to his farm. A primary focus has been upgrading his irrigation system. Prior to working with Natural Resources Conservation Service (NRCS), Griffin installed his own irrigation system (poly lining tubing with adjustable spray jets) to irrigate his orchard. Over time, he faced a few problems with his irrigation system, including inadequate water distribution and pressure regulation. After speaking with his neighbor about the situation, he was advised to contact NRCS for technical assistance. Griffin applied for the Environmental Quality Incentives Program (EQIP) and worked with Soil Conservationist Daniel Cahill and NRCS Civil Engineer Susan Kubo on a conservation plan and contract to improve his existing irrigation system. After site visits to evaluate his current operation at the farm, Daniel and Susan concluded that Griffin's existing irrigation system provided insufficient water for irrigating his mature trees. Their plan included various conservation practices such as Irrigation Pipeline, Micro-Irrigation, Irrigation Water Management and Windbreak Renovation.

Within eight months, Griffin implemented all the conservation practices in his plan. He switched from adjustable spray jets to fixed rate micro sprinklers, started using pressure regulation to ensure required flow rates and irrigation uniformity, re-plumbed the system to provide sufficient pressure for system operation, and divided fields into sections to enable crop specific irrigation scheduling. Trimming and pruning his Ironwood tree windbreaks resulted in increased tree health, vigor and windbreak density. Each practice played a vital role in improving his irrigation system. Griffin also addressed his irrigation water management by controlling the volume, frequency and application rate of water to his crops, thus ultimately resulting in a healthier growing environment for his orchard.

The East Kauai SWCD would like to recognize and congratulate Griffin Shepard, Aloha Organics LLC, for being an amazing land steward on Kauai and for his hard work and dedication to improving his irrigation system, thus better utilizing our precious water resources.



2012 West Kauai Soil & Water Conservation District
Outstanding Water Conservationist Award
Kauai Coffee Company LLC
McBryde Resources, Inc.

Written by Amanda Skelton

Necessity is sometimes referred to as the “mother of invention.” While the local farmers at Kauai Coffee Company have always strived to maximize water conservation and efficiency, a recent incident found them, by necessity, taking a new approach to this challenge.

Kauai Coffee Company utilizes two sources of water, Alexander Reservoir, and Pump 3, which pumps water from Hanapepe Valley. Depending on the season, Pump 3 provides up to two thirds of the plantation’s water needs by volume, and a significant portion of the plantation’s acreage was solely dependent upon Pump 3 as a source.

However, on May 11, 2012 at 2 am, McBryde Resources Power Coordinator Allen Reis woke up to a call informing him that Pump 3 in Hanapepe Valley was on fire. The pump and pump house, which had been providing water since 1908 for sugar, and later coffee and other agricultural users, had burned to the ground. In the aftermath of the fire, Kauai Coffee worked innovatively to lessen the negative impacts of the water shortage on its crops. According to Orchard Manager, Greg Williams, one strategy Kauai Coffee employed was increasing the number of fields being pruned. A pruned coffee tree uses less water than a fully grown one, and the reduction of foliage allows trees to utilize available water longer, because they lose considerably less water to transpiration.

Irrigation Supervisor Jon Ching added that Kauai Coffee also simplified its reservoir system and irrigators became more adept at moving water between fields. One major investment in the plantation’s irrigation infrastructure was the addition of the “Kimo Bypass Pipe”, a 10” pipe that carries water over half a mile from the Alexander Reservoir irrigation system to the Pump 3 Ditch. Named to honor the late Kauai Coffee Company irrigation supervisor who conceived it, the bypass pipe allowed Ching to link the Alexander water source to the Pump 3 fields; meaning that all fields at Kauai Coffee could be irrigated, even with Pump 3 temporarily out of service. This investment will allow for better, integrated long-term management of the plantation’s water resources.

Meanwhile, McBryde Resources, which operates irrigation infrastructure on behalf of agricultural users on Kauai’s south shore, worked to replace Pump 3. McBryde Resources Vice President and General Manager Dan Sargent noted that “McBryde evaluated various replacement alternatives and invested in a three-pump configuration to provide greater flexibility in regulating the rate of water being pumped. The new pump configuration will allow McBryde to more efficiently match Kauai Coffee’s irrigation needs.”

West Kauai SWCD commends Kauai Coffee Company for their innovative efforts to conserve water, and McBryde Resources for their investments in improving the efficiency of their irrigation infrastructure.

Award Picture on Page 12

Left to Right: Bill Eddy, Joy Buccat, Daniel Cahill, Daryl Kaneshiro, David Craddick, Griffin Shepard, Ed Kawamura, Jr., Lex Riggle, Peter Tausend, Wayne Katayama, Jon Ching, Daniel Sargent, Amanda Skelton, Rachel Martin, Leonard Vierra



USDA-NRCS (Wild and Herb Office) Summary of 2012 Conservation Practices

Conservation Plans

New Plans Developed = 31
Acres Planned = 18,490

Conservation Contracts

New Contracts = 20, obligating \$607,970
Contract Payments = \$86,665

Summary Conservation Practices	Planned	Approved
Access Control (472) (ac)		1
Access Road (560) (ft)	19,800	
Brush Management (314) (ac)	66	55
Conservation Cover (327) (ac)	7,427	4,455
Cover Crop (340) (ac)	3,620	393
Critical Area Planting (342) (ac)	1	1
Deep Tillage (324) (ac)	917	
Diversion (362) (ft)	120	
Fence (382) (ft)	75,011	69,434
Herbaceous Wind Barriers (603) (ft)	400	
Integrated Pest Management (IPM) (595) (ac)	439	473
Irrigation Pipeline (430) (ft)	4,490	764
Irrigation System, Microirrigation (441) (ac)	31	7
Irrigation System, Sprinkler (442) (ac)	32	8
Irrigation Water Management (449) (ac)	32	22
Land Clearing (460) (ac)	16	
Lined Waterway or Outlet (468) (ft)	150	
Livestock Pipeline (516) (ft)	8,195	6,282
Mulching (484) (ac)	44	9
Nutrient Management (590) (ac)	1	
Prescribed Grazing (528) (ac)	988	1,164
Pumping Plant (533) (no)	1	
Roof Runoff Structure (558) (no)	1	
Restoration and Management of Rare and Declining Habitats (643) (ac)	1	1
Rotation of supplement and feeding areas (WQL03) (ac)		546
Seasonal High Tunnel System for Crops (798) (sq ft)	13,068	8,764
Structure for Water Control (587) (no)		1
Tree/Shrub Establishment (612) (ac)	1,238	2
Tree/Shrub Site Preparation (490) (ac)	1,233	
Upland Wildlife Habitat Management (645) (ac)	170	72
Vegetative Barrier (601) (ft)	2,090	
Watering Facility (614) (no)	15	20,462
Wetland Enhancement (659) (ac)	3	3
Wetland Wildlife Habitat Management (644) (ac)		25
Windbreak/Shelterbelt Establishment (380) (ft)	400	
Windbreak/Shelterbelt Renovation (650) (ft)		150

Website: www.pia.nrcs.usda.gov

NRCS District Conservationist

Written by Ben Vinhateiro



Aloha! My name is Ben Vinhateiro, and I am the new District Conservationist for the Natural Resources Conservation Service (NRCS) Lihue Field Office. I am very happy to be serving the agricultural community here on Kauai, and look forward to working with Kauai's farmers, ranchers, and conservationists to help them get conservation on the ground. The NRCS provides both technical and financial assistance to the agricultural community to help our clients identify and address natural resource problems on their land. Come visit us in the Lihue Service Center to learn more about our Conservation Programs and the services we offer.

Staff Update

Written by Peter Tausend



The past year brought several changes to our staff. Sadly, Conservation Specialist Alan Muraoka passed away in August. He had been a valued staff member since 2006. Due to Alan's poor health, Amanda Skelton rejoined us as a Conservation Specialist in December 2011; she was with us in the same role from early 2003 until March of 2005. Amanda recently moved on to another opportunity in early May 2013. Conservation Specialist Rachel Martin left us in early April, after an all too brief, but enjoyable two years. Jennifer Scotti will replace Rachel, starting in late May 2013. Marj Stanphill, our District Assistant, has been with us for over 13 years, and continues to provide invaluable service.

Change also occurred with our close partners at NRCS. After serving as Kauai's District Conservationist for the past nine years, Lex Riggle left us in October 2012 for a similar position in Nevada. We will miss Lex, and appreciate all of his conservation efforts for Kauai. We welcomed Ben Vinhateiro, Kauai's new District Conservationist in late January, and look forward to his leading the staff at the Lihue Field Office.



*Jenni Scotti and Amanda Skelton
work day at Alakai and Kuia Reserve*



*Ben Vinhateiro discusses planting
Vetitver at Ag Awareness Day*

Kauai Conservation Poster Contest

Written by Rachel Martin



Ele'ele School Winners



Kauai Christian Academy Winners

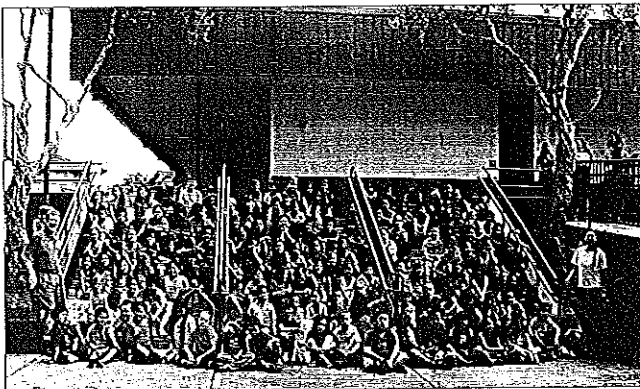
Mahalo to the 120 students from Ele'ele School and Kauai Christian Academy who participated in this year's National Association of Conservation Districts Conservation Poster Contest!

Teaching students where their food comes from and the importance of soil was what this contest was all about. Posters were judged by the East and West SWCDs' board members at the National Tropical Botanical Garden in November. 1st and 2nd place posters were selected from each grade category; K-1, 2-3 & 4-6 were judged based upon conservation meaning, visual effectiveness, originality and universal appeal.

1st place winners received award prizes and their posters were sent to in the National Poster Contest.

Winners from the Contest

Category	Place	Name
K-1	1 st	Isaac Hemingway, Grade 1, Kauai Christian Academy
K-1	2 nd	Leilani Kirkpatrick, Grade 1, Kauai Christian Academy
2-3	1 st	Maeani Arbilera, Grade 2, Ele'ele School
2-3	2 nd	Keisha M. Suga, Grade 2, Ele'ele School
4-6	1 st	Hannah Marleen Lockrem, Grade 6, Kauai Christian Academy
4-6	2 nd	Kaya E. Evans, Grade 6, Kauai Christian Academy



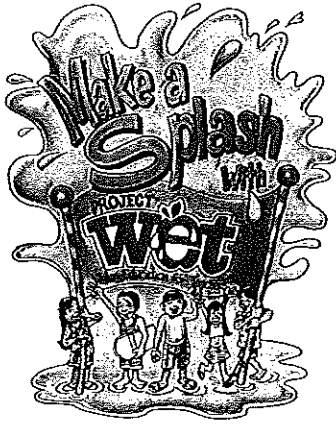
Ele'ele School Participants



Kauai Christian Academy Participants

Mahalo to Jonell Kaohelaulii and her staff for providing space at the Kukui Grove Shopping Center to display the posters throughout the holiday season!

Next year's Poster contest Theme: *Where Does Your Water Shed?*



Project WET

Submitted by Joy Buccat,

County of Kaua'i Water Department

On Kaua'i, the Department of Water (DOW) hosted its 9th Annual Make a Splash with Project WET water celebration on September 27, 2012. This "hands-on" water festival brings together parents, students, teachers, government resource agencies and enthusiasts of all kinds for one cause: to raise awareness of the need for water education and conservation as well as to draw attention to the vital role this precious resource plays in our everyday lives. Over 600 fifth grade students and teachers island-wide participated in dynamic hands-on activities, games and educational exhibits and learned how this critical natural resource affects healthy watersheds and water dependent activities like agriculture, recreation, local industry and wildlife habitats. Students also learned how they could contribute to wise water use and protection. The East and West Kaua'i Soil and Water Conservation Districts continue to be regular supporters of this event by volunteering as activity leaders or helpers of the various water activities. Without participants like the East and West Kaua'i Soil and Water Conservation Districts, and other community businesses and organizations, the DOW would not be able to host the Annual Make a Splash Water Festival year after year.

Project WET believes:

- * Water moves through living and nonliving systems and binds them together in a complex web of life.
- * Water of sufficient quality and quantity is vital for all water users (energy producers, farmers and ranchers, fish and wildlife, manufacturers, recreationists, rural and urban dwellers).
- * Water resources management is crucial for providing tomorrow's children with social and economic stability in a healthy and sustainable environment.
- * Awareness of and respect for water resources can encourage a personal, lifelong commitment of responsibility and positive community participation.



Morri-Ann Nagata, David Smith, Blaise Boyle, Amanda Skelton, Leonard Vierra, Rachel Martin, Tommy Oi, Daniel Cahill, Ed Kawamura, Jr.

The Department of Water will be hosting its 10th Annual Make a Splash water celebration on September 26, 2013! For more information or to sign up to volunteer, please call the Department of Water, Public Relations Specialist, Joy Buccat at (808) 245-5461 or email jbuccat@kauaiwater.org.

MAHALO

We express our deep appreciation to the board members and staff of East and West Kauai Soil and Water Conservation Districts, Kauai staff of USDA Natural Resources Conservation Service, Garden Island Resource Conservation and Development, Kauai County Water Department, and UH CTAHR Cooperative Extension Service for helping to make the annual report possible.

We wish to thank the staff and volunteer board members of East and West Kauai Soil and Water Conservation Districts for their commitment and dedication to preserve and protect our precious natural resources. Mahalo to our conservation partners, who include the USDA Natural Resources Conservation Service, Governor Neil Abercrombie, State Departments of Health, Agriculture, and Land and Natural Resources, UH CTAHR Cooperative Extension Service, Mayor Bernard Carvalho Jr., Kauai County Water Department, Kauai County Council, the Hawaii State Legislature, and Hawaii Association of Conservation Districts. We also appreciate the support of the Department of Health and the National Tropical Botanical Garden in providing space for our monthly meetings.

Accomplishments

- * Emergency Watershed Protection (EWP) Funds: Through the SWCDs, EWP funds are made available from USDA during times of natural disasters.
- * West Kauai SWCD, 1960, cosponsored the irrigation project at Koke'e State Park.
- * East Kauai SWCD, 1971, improved access to Hoopii Pond.
- * West Kauai SWCD, 1976, initiated the Kekaha Watershed Project to prevent floods in Kekaha town.
- * East Kauai SWCD, 1976, assisted with the Hanalei Elementary School conservation education area.
- * East Kauai SWCD, 1978, developed Hawaiian arboretum in Wailua.
- * East Kauai SWCD, 1991, received emergency funding (\$167,000) for flood damages and prevention on Kauai's Northshore.
- * Sponsored the emergency response funding through NRCS after Hurricane Iniki in 1992 (\$2 million).
- * East and West Kauai SWCD, 1999, completed in June 2003, a 319 (h) Nonpoint Source Pollution Project with 520 hours of volunteer work from Board members. The project titled "Demonstration and Training in Critical Area Stabilization Techniques on Agricultural Roads and Unprotected Waterways" provided the community with five instructional videotapes that offer detailed information regarding the before, during and after implementation of the best management practices and maintenance of methods used: 1) Road; 2) Importance of Drainage; 3) Outlets; 4) Standing Water; and 5) Roadbanks.
- * West Kauai SWCD, 1999, assisted State Forestry to improve 150 acres of Kekaha Game Management Area.
- * East Kauai SWCD, sponsored the Hanalei River Suspended Sediment Monitoring Project (\$11,000).

East & West Kauai SWCDs 60th Anniversary

- * East and West Kauai SWCD, 2003, initiated the Outstanding Water Conservationist Award program, promoting water conservation.
- * East Kauai SWCD, assisted maintenance and funding to restore irrigation systems abandoned by Lihue Plantation Co.
- * Established the Outstanding Cooperator Awards Program.
- * Participate in the Local Working Group meeting to prioritize USDA funding programs.
- * Participate in the Kauai County Drought Mitigation Committee.
- * Provided scholarships for deserving Kauai high school students excelling in environmental sciences, agriculture, and natural resources conservation for 15 years, (\$1,500 each year). We discontinued this program in 2009 due to lack of funds.
- * Assist NRCS and cooperators to acquire USDA grant programs to improve and protect agricultural and conservation lands. This program brings in approximately one million dollars annually to the economy of Kauai.
- * Help develop, review and approve resource conservation plans. The workload on SWCDs to develop and review conservation plans has increased dramatically with the increased numbers of small farmers and State DLNR requirements for conservation plans on all new land leases.
- * Participate annually in the Water Education for Teachers (WET) Water Festival, to educate students and teachers about conservation practices and resource protection.
- * Conservation Awareness Contest: Kauai high school students participate in a land judging contest annually hosted by the SWCDs and NRCS.
- * Hanalei Valley Irrigation Intake Protection/Streambank Stabilization Preliminary Investigation Project, 2010. This project was awarded to EKSJCD in a cooperative agreement contract from USDA-NRCS. EKSJCD sponsored this project to help the Hanalei Valley taro farmers restore their irrigation system that was heavily damaged by the November 2009 rainstorm. This \$150,000 project, completed in June 2011, analyzed existing conditions, evaluated functional requirements and design criteria, recommended specific solutions for streambank stabilization, provided cost estimates for the solutions and researched potential funding sources.
- * Collectively, Board members annually volunteer over 700 hours of their time for District responsibilities.

DEPARTMENT OF WATER

County of Kauaʻi

"Water has no Substitute – Conserve It!"

Operations Division Report for the Month of June 2013

Personnel

- One (1) Operations Division personnel attended the Design Thinking “boot camp”.
- One (1) Operation Division personnel attended the AWWA annual conference in Denver.
- Six (6) applicants were interviewed for the Assistant Water Plant Operator position.

Source and Storage

- Expansion of the Kilauea well building was completed. Conversion to Sodium Hypochlorite also completed.

Distribution

- Operations crews continue to perform leak repair of service laterals and mainlines as well as assist water plan 2020 in operating valves and overnight works.
- Field personnel attended two days of hands-on leak detection training with Hawaii Rural Water Association.
- Thirty two (32) water meters were issued for new installations and replacement requests.

Fleet, Inventory, Warehouse and Baseyard Area

- We received a total of 41 calls from customers reporting leaks on the mainline, service laterals, meters, meter boxes and fire hydrants including 6 called-in complaints of no water and low pressure.
- For the month of June, a total of one hundred fifty nine (159) work orders were issued for Operations Division. Works included: electrical repairs and maintenance, automotive repairs and maintenance, water meter installation and replacement, service lateral installations, leak repairs, well and tank site maintenance, replace damaged meter boxes, replace damaged or leaking hydrant, Hawaii One Call request for markings, door-to-door customer notifications for tie-ins of new lines to existing lines, callouts due to customer complaints/reports.
- Of the 193 work Orders issued in May, 158 were completed. Most of the remaining work orders are vehicle maintenance related.

Respectfully submitted,



Valentino P. Reyna
Chief, Operations Division

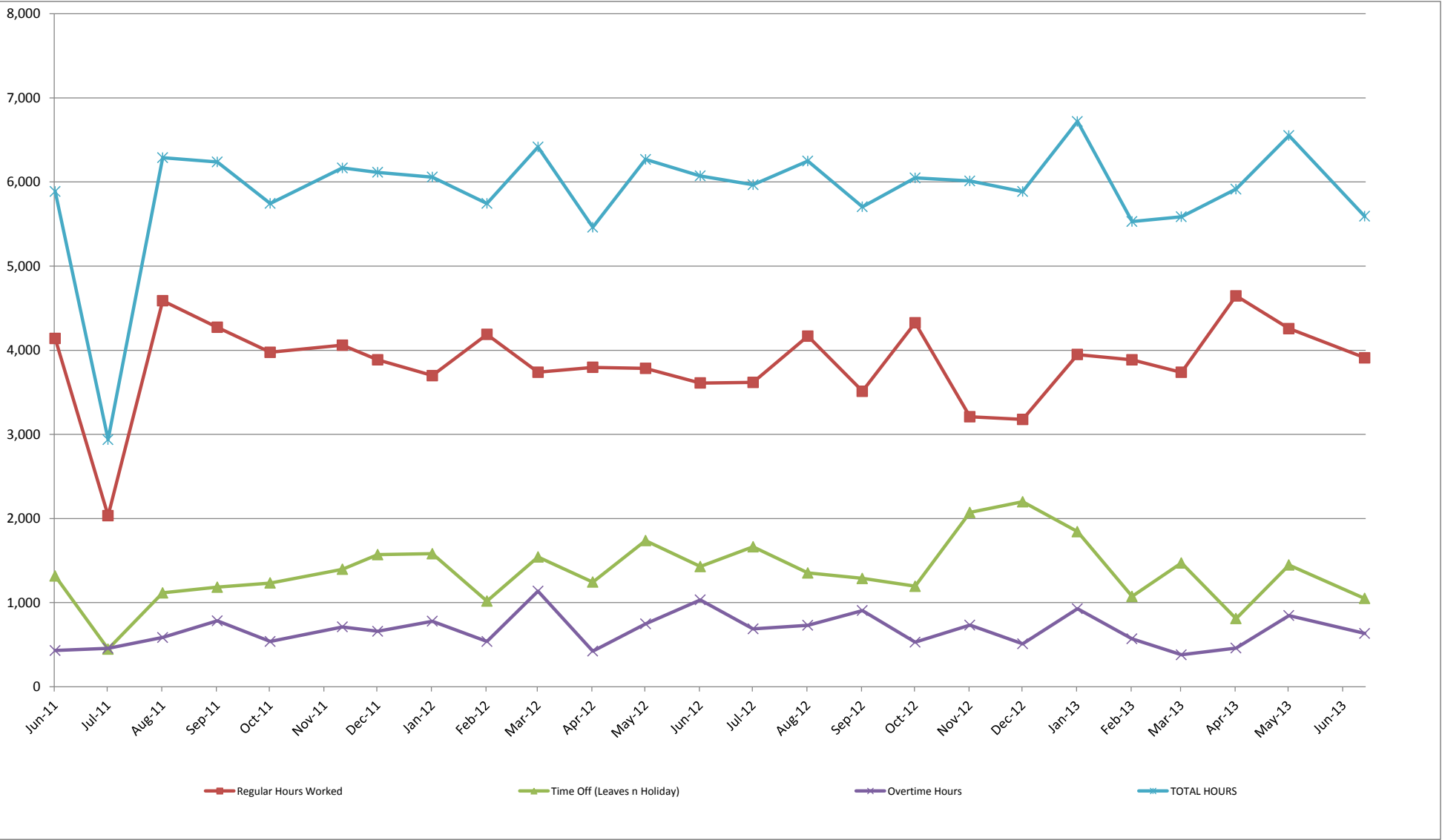
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Attachment: Overtime Charts
Leak Report Chart

Mgrpp/July 2013/Operations Division Report for the Month of June 2013 (7-25-13):ein

---4398 Pua Loke Street, Lihu'e, Kaua'i, Hawai'i or P. O. Box 1706, Lihu'e, HI 96766-5706---
Phone No. (808) 245-5400 – Administration FAX No. (808) 246-8628 – Engineering/Fiscal/Shop FAX No. (808) 245-5813

County Of Kauai - **DEPARTMENT OF WATER**
Operations Division: Plant & Field
Total Hours for the Month
For the Period: June 2011 to June 2013



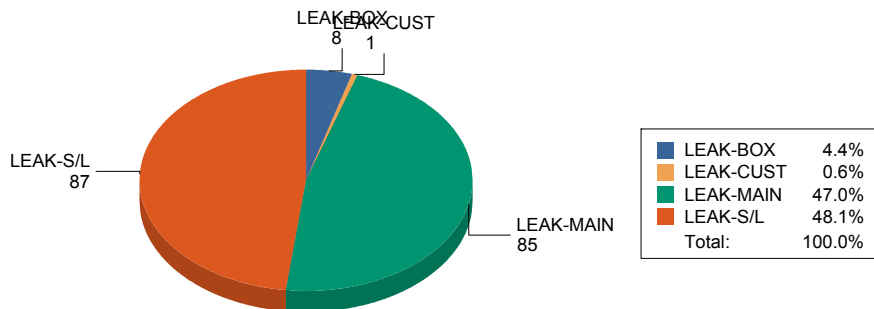
12-Jul-2013

Work Orders by Job Reason Code for Selected Date Range

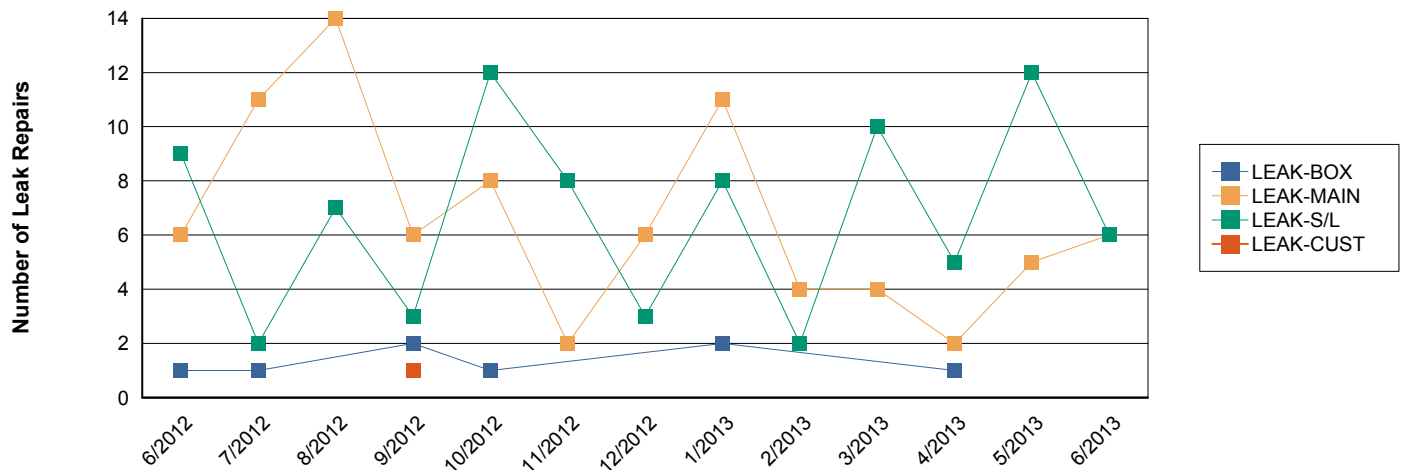
06/01/2012 to 06/30/2013

# of W/O's	Job Reason Code	Description
8	LEAK-BOX	Meter Box Leak Repair
1	LEAK-CUST	Customer-Side Leak Repair
85	LEAK-MAIN	Mainline Leak Repair
87	LEAK-S/L	Service Lateral Leak Repair

Work Orders by Job Reason Code



Number of Leak Repairs per Month



DEPARTMENT OF WATER

County of Kaua'i

"Water has no Substitute – Conserve It!"

MANAGER'S UPDATE

July 25, 2013

MANAGER'S UPDATE for July 2013

CONTRACTS AWARDED/EXTENSION/AMENDMENTS:

(1) RE: CONTRACT #573 GS-2013-5 TO PACIFIC PIPE COMPANY, INC. FOR THE FURNISHING & DELIVERY OF HYDRANTS & APPURTENANCES & VARIOUS REPAIR & MAINTENANCE FITTINGS IN THE AMOUNT OF \$291,094.10

Funding:

Account 102. Miscellaneous Other Capital Expenditures

Account 102. Hydrant Replacement Program.....\$250,000.00

Account 102. Stock Inventory Items.....\$150,000.00

Total Funds.....\$400,000.00

Account 102. Item 1, Hydrants (reduced quantity to 144 units + gaskets & bolts.....\$247,892.56

Account 102. Item 2 through 8, Various Repair & Maintenance Fittings.....\$43,201.54

Total Cost.....(\$291,094.10)

Account 102. Miscellaneous Other Capital Expenditures Funds Remaining.....\$108,935.90

Background:

The subject bids were opened on June 17, 2013. We have reviewed the bids and find Pacific Pipe Company, Inc. acceptable and proceeding with the purchase.

(2) RE: FIRST AMENDMENT TO PROJECTING RAINFALL VARIATIONS FOR KAUAI PROFESSIONAL SERVICE AGREEMENT, UNIVERSITY OF HAWAII, OFFICE OF RESEARCH STUDIES, HONOLULU, HI EXTENSION TO A THREE (3) YEAR PROJECT UNTIL NOVEMBER 15, 2013. NO FUNDING REQUIRED

Funding: Water Utility Fund - Water Resources and Planning Division

UH Rainfall Study – Contract Amount \$ 155,000.00

FY 2011-2012 Budget Appropriation,

Account # 27.6 (1st of 2 years 80K & 70K) \$80,000.00

FY 2012-2013 Budget Appropriation,

Account # 27 (2nd of 2; 80K & 75K) 75,000.00

TOTAL BUDGET Appropriation – UH Rainfall Study \$155,000.00

Contracts & Encumbrances:

---4398 Pua Loke Street, Lihu'e, Kaua'i, Hawai'i or P. O. Box 1706, Lihu'e, HI 96766-5706---

Phone No. (808) 245-5400 – Administration FAX No. (808) 246-8628 – Engineering/Fiscal/Shop FAX No. (808) 245-5813

MANAGER'S UPDATE

Re: Manager's Update for May 2013 to June 2013

July 25, 2013

Page 2 of 6

Contracts / Encumbrances - FY 2011 – 2012	(80,000.00)	
Proposed Contracts / Encumbrances FY 2012 – 2013	(75,000.00)	(155,000.00)
No additional funding is requested.		<u>\$0.00</u>

BACKGROUND:

During the course of the agreement, an unforeseen event related to a switch in Researcher supercomputer support facilities resulted in a delay in contract completion time. The Department and Researcher are willing to extend the agreement for one year or until November 15, 2014 to complete the scope of work over a three year period. The Department is has certified the availability of funding for the Total Budget Amount over the proposed three (3) year period.

PUMP INSTALLATION PERMITS:

None

PERSONNEL MATTERS UPDATE

Updated: July 1, 2013

RECRUITMENT AND POSITION CHANGES

Operations Division

1. Assistant Chief of Operations #2400. No action at this time.
2. Assistant Water Plant Operator #2312. Interviews held.
3. Heavy Vehicle and Construction Equipment Mechanic I #2469. Pending eligibles list.
4. Lead Pipefitter #2481. Interviews to be scheduled.
5. Utility Worker #2438. Interviews to be scheduled.
6. Water Meter Mechanic #2409. Requested list of eligibles from DPS.
7. Water Plant Operator I #2414. Pending eligibles list.
8. Water Service Investigator II #2486. DOW reviewing duties.
9. Waterworks Electronics/Plant Electrical Tradesperson I #2311. Pending eligibles list.

Fiscal Division

1. Accountant I #2448 (Accounting Section). Pending selection.
2. Accountant II #New Position (Billing). Pending DPS review.
3. Billing Section Position Re-descriptions. Pending DPS review.
4. Procurement Specialist IV #New Position. Pending DPS review.

Engineering Division, Construction Management (CM) Division, Water Quality Division and Water Resources & Planning Division

1. Civil Engineer II #2458. DOW reviewing duties.
2. Civil Engineer V #2358. Interviews held.
3. Civil Engineer VI #2430 (EM5) Engineering Division. Pending eligibles list.
4. Project Assistant #2484 re-description. Pending DPS review.
5. Waterworks Project Manager #2351 re-description. Pending DPS review.
6. Water Inspector II #2483 re-description. Pending DPS review.
7. Waterworks Inspector III #2353. Vacancy effective 6/28/2013 COB. Requested eligibles list.

Administration

1. Clerical Assistant (Community Relations). Pending position number to be assigned by DPS.
2. Commission Support Clerk #2493. Pending DPS review.
3. Computer Systems Support Technician #2492. Interviews to be scheduled.
4. Departmental Public Relations Specialist #2478. Interviews in progress.
5. HR Coordinator #2489. Pending DPS review.
6. Private Secretary #E-35. Pending DPS review.
7. Secretary #2354. Interviews have been scheduled.

SUMMARY OF WARRANT VOUCHERS PAID – June 30, 2013

Warrant vouchers were paid in the amount of \$ \$2,618,442.00

Please see attached Warrant Vouchers Report.

STAFF REPORTS - FY 13:

Conveyance of Water Facility:

- 1.
- 2.
- 3.

None
Total

\$0.00

WATER QUALITY REPORT – SECOND QUARTER (April – June 2013):

1. No new dedicated sample sites to be installed by operations at this time. Keith Aoki has one planned for the Kukuiula Subdivision. It will be installed by the contractors.
2. Continued micro sampling of sources to see if any will present problems with fecal indicators. This is part of the Trigger Monitoring part of the Ground Water Rule.
3. Sample Collection and Reservation System should be in place this summer.
4. CCR data was delivered by email this year.
5. One coliform hit in December 2012. Triggered Monitoring at wells completed. No hits. However, we did not take the required number of sample in January 2013 so we did have a Tier 3 violation which requires us to notify the customers in system 413 that the samples were not taken. The notification went out last month.
6. Baseline Chemistry for sources started for 2013.
7. New Autoclave is here.
8. Bid for UCMR 3 and general chemical testing is with Andrea. As soon as we get it back we will advertise.
9. Not a phase 2-5 year but we have some sources that were out of service in 2012 that need phase 2-5 testing in 2013. As soon as bid is done and contract secured we will proceed.
10. Need to renew procurement for lab services which expires the end of June. This is the same bid that the UCMR3 is on. So we are standing by.
11. Princeville notified DOW of having to remove PCB levels in one of its tanks. Checked with DOH to see if there is any notification of DOW customers served from PV system required. DOH cleared Princeville System.

COUNTY ATTORNEY QUARTERLY REPORT – Second Quarter

This report is submitted pursuant to Board Policy No. 25

MANAGER'S UPDATE

Re: Manager's Update for May 2013 to June 2013

July 25, 2013

Page 4 of 6

CLAIMS SETTLED:

<u>Claimant Name</u>	<u>Date of Incident</u>	<u>Filed with Office</u>	<u>Nature of Claim</u>	<u>Amount Requested</u>	<u>Settlement Amount</u>	<u>Remedial Recommendation</u>
No Claims Settled.						

CC&B BILLING SYSTEM UPDATE:

It has been (6) six months since going live.

Staff has narrowed down the cause of some NO Reads coming through to the new billing system; the meter reading software would attach a reading code if there was a potential tamper with the meter, this code comes up for customers who have zero consumption. Honolulu Board of Water Supply (HBWS) has written a manual program to eliminate the No Read issue.

There have been some issues with the use of electronic payments and Sandi has been working with HBWS and the Check free vendor to these issues. With the help of HBWS and Checkfree Sandi was able to update customers' accounts on May 24th, 2013, crediting their accounts and placing their accounts up-to-date. Sandi also contacted those customers and apologized for any inconvenience that this new system has caused.

Phase 2 began in May with Credit and Collections, Late Payment Charge, and new rates. HBWS is testing our new rate schedule within CC&B. New Rates went into effect on July 1, 2013.

With the Credit & Collections phase moving forward, the staff has met to implement some new procedures. The Department submitted a "Request for Change" (See Attached) to HBWS to increase the collections and severance process from \$50 to \$100 (meaning we would not issue collections or service turn offs for customers whose delinquent amount is less than \$100) and to eliminate the extra collections and severance letters that are being sent directly to premise addresses. HBWS submitted its quotation request and scope for this job which would cost the department \$6,776.00. In accordance with the Agreement with the Kauai Department of Water and the Honolulu Board of Water Supply dated September 20, 2004 and Amendment No. 3 dated October 1, 2011 (See attached) the Department will pay HBWS for providing the above services.

We will begin assessing Late Payment Charges effective August 1.

Phase 3 will be after that which includes Summary Billing, Low Groundwater Condition, and Web Services.

On June 14, 2013 the department implemented eBill & eStatement where our customers can view their bills online. As of July 18, 2013 we have 139 Accounts have been setup with eBill & e Statement out of that 44 of them have elected to receive their bill electronically thereby saving the department paper & postage.

IT STRATEGIC PLAN UPDATE:

We had our kick off meeting on the Financial System revamp. The initial effort is working on chart of accounts and getting.

AFFORDABLE HOUSING UPDATE:

Update will be provided after the next Task Force Meeting is held.

LEGISLATURE UPDATE:

State: We just received this appropriation warrant from the State of Hawai'i. These are funds that were appropriated by the State during the legislative session to fund DOW's priority #1, Kīlauea School Waterline in the amount of \$1,300,000.00. Our accounting division is currently working with the County Finance Department to process this appropriation.

Federal: There is a push to eliminate tax free municipal bonds in part because the current system gives public water systems an advantage over privately operated systems.

Depending on your comfort with the BAB subsidy some systems refinanced their BAB's to Rev or GO Bonds to eliminate the specter of losing the subsidy. If Congress can eliminate the subsidy and it **would** have been in our best interest to refinance the BAB's. At this point the difference in our BAB debt interest going up 35% and the current AA revenue rate of 3.5% is about 10 basis points and adding the cost of issuance would exceed the difference.

COMMUNITY DISCUSSION REGARDING WATER RATE USE AND OTHER WATER RATE RELATED ISSUES.

Eight meetings have been held to date regarding the rate increase there have been up to four persons per meeting and as few as zero at Hanapepe with Koloa and Kalaheo coming in a close second with one person. There was one person at the first meeting that said the rates were going up too fast for retired people on fixed income. He later said why the Board hadn't implemented the rates increases back when WP 2020 was started. He seemed to realize the problem with debt financing recurring type projects. The delay in increase was a recurring theme from people that came to the meetings. There was also concern over the possibility that rate money would be used to reduce meter fees. One of the people that gave comments at the High level well meeting had me on her radio program to talk about the water rates. Some questions came up about the energy savings project and its effect on rates. Another rate meeting was held for that group and we advertised it to the general public. Fourteen people attended and it is now fairly clear the concern most people seem to have with the high level well is the potential for more development. This simply is not true.

CUSTOMER SERVICE:

In the June monthly staff meeting, the DOW staff watched and was quizzed on the topic, "How to Handle theirate Customer." The feedback from the staff has been positive. We will try to make this a monthly training to engage all staff to be trained and reminded on providing consistent excellent customer service in our office as well as out in the field.

The six topics which we wish to cover by the end of this fiscal year are:

1. The Service Mentality
2. Six Cardinal Rules of Customer Service (*July 2013*)
3. Business Friendly Customer Service
4. Killer words of Customer Service
5. How to Handle theirate Customer (*June 2013*)
6. Essential Telephone Skills

MANAGER'S UPDATE

Re: Manager's Update for May 2013 to June 2013

July 25, 2013

Page 6 of 6

Our Customer Service full day training course which will be held on August 27-28 has registered over fifty (50) of our employees which will include Six (6) training topics:

1. Building customer rapport and good will
2. How to communicate with customers
3. Projecting a professional Image
4. Dealing with difficult customers
5. How to be a customer service superstar
6. Handling problems and complaints

Respectfully submitted,



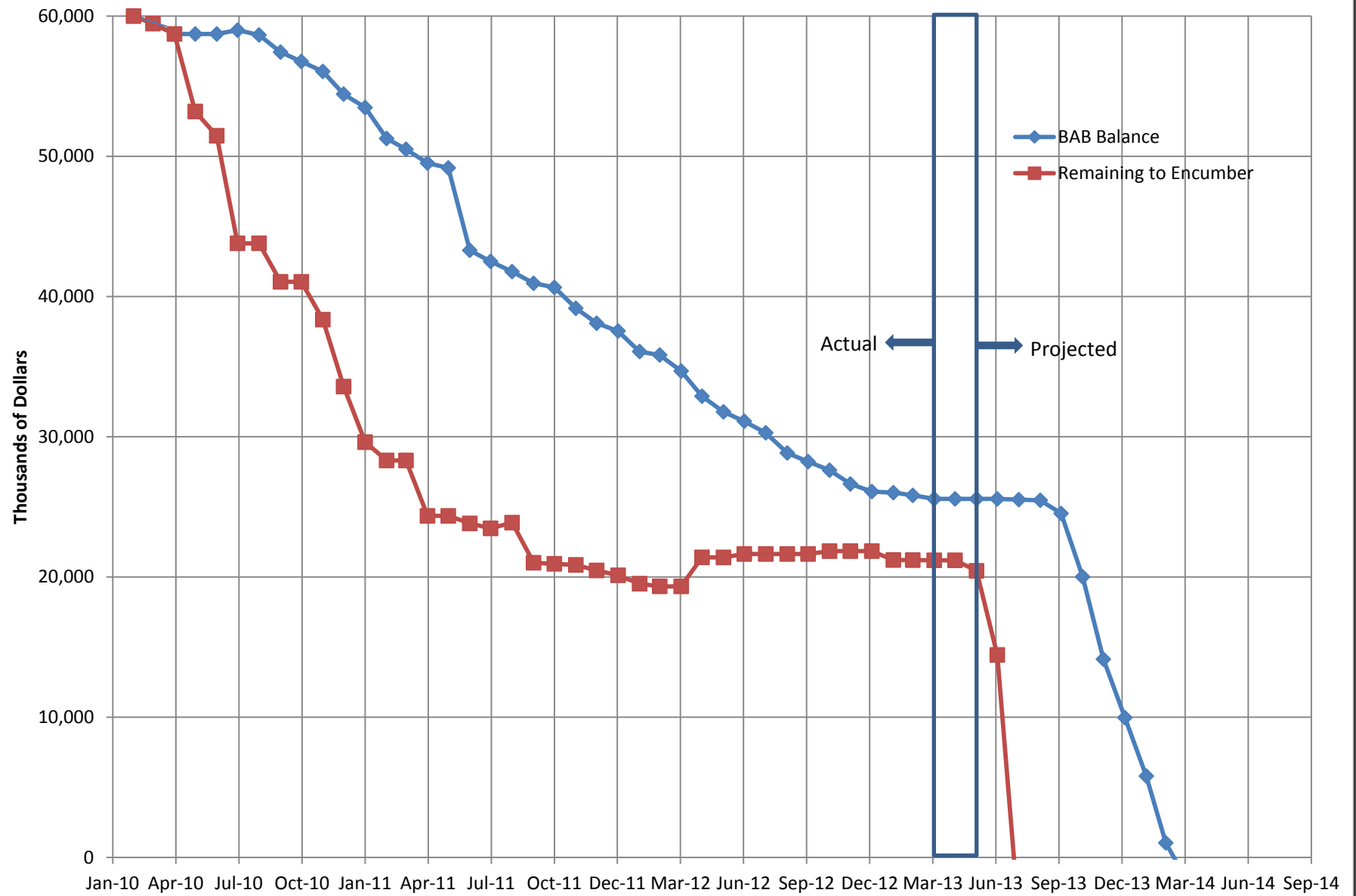
David Craddick, P.E., C.E.M.
Manager and Chief Engineer

DRC:mjg

Mgrrp/Manager's Update (7-25-13):mjg

Attachments: 2010 BAB Spend Down Report as of May 2013
 CC&B Report - Change Request
 CC&B Report - Agreement to Furnish Computer Services Between the Department of Water, County of Kaua'i and the
 Honolulu Board of Water, Amendments 1, 2, 3

2010 Bond Encumbrance and Spend Down Status (Dollars)



JULY 25, 2013 BOARD MEETING

DEPARTMENT OF WATER Summary of Warrant Vouchers Paid June 30, 2013

WATER UTILITY FUND

Other Expenses, Department of Water		
Capital Expenditures	\$ 1,770,604.52	
Other Expenses, Department of Water		
Normal Expenditures	<u>\$ 632,376.05</u>	
TOTAL WATER UTILITY FUND	\$ 2,402,980.57	\$ 2,402,980.57

BOND FUND

	<u>\$ -</u>	
TOTAL BOND FUND		\$ -

F R C FUND

FRC REFUNDS	<u>\$ -</u>	
TOTAL FRC FUND	\$ -	\$ -

BOND - BAB

UNLIMITED BUILDERS, LLC.	\$ 42,359.50	
OCEANIC COMPANY, INC.	\$ 23,174.58	
MEI CORPORATION	\$ 99,441.68	
ARCHITECTS HAWAII, LTD.	<u>\$ -</u>	
TOTAL BAB BOND FUND	\$ 215,461.43	\$ 215,461.43

TOTAL CLAIMS PAYABLE		<u>\$ 2,618,442.00</u>
----------------------	--	------------------------

WATER UTILITY FUND

6/30/13 AP	\$ 2,402,980.57	
	<u> </u>	\$ 2,402,980.57

BOND FUND		\$ -
-----------	--	------

F R C FUND		\$ -
------------	--	------

BOND - BAB:

6/30/13 AP	\$ 215,461.43	
	<u> </u>	\$ 215,461.43

BANK TRANSFER -		<u>\$ 2,618,442.00</u>
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Bank Transfer Adjustments:

Due to W/U - Transfer Adjustment

JULY 25, 2013 BOARD MEETING
WATER UTILITY FUND
RECAP OF NORMAL EXPENDITURES
June 30, 2013

	BUDGET CODE	AMOUNT
REFUND - REVENUES FROM WATER SALES	1	\$ 7,445.56
UTILITIES - ADMINISTRATION & OFFICE	21	\$ 16,470.20
POSTAGE & PRINTING	22	\$ 14,490.98
OFFICE EQUIPMENT MAINTENANCE	24	\$ 2,539.99
CONTRACTUAL SERVICES - ADMINISTRATION & OFFICE	27	\$ 34,106.92
CONTRACTUAL SERVICES - R. W. BECK	27.2	\$ 5,545.00
UNIVERSITY OF HAWAII-OFFICE OF RESEARCH SERVICES	27.6	\$ 1,200.00
TRAVEL & INCIDENTALS - BOARD	28	\$ 938.90
TRAVEL & INCIDENTALS -STAFF	29	\$ 7,498.42
MISCELLANEOUS - ADMINISTRATION & OFFICE	31	\$ 671.26
IN-SERVICE TRAINING	33	\$ 6,678.17
SUPPLIES - OFFICE & JANITORIAL	34	\$ 3,398.26
OPERATING RESERVE FUND	35	\$ 1,779.67
PUBLIC RELATIONS	36	\$ 4,722.83
COMPUTER SUPPORT & SUPPLIES	37	\$ 4,489.50
MICROLAB MATERIALS & SUPPLIES	38	\$ 5,314.37
VEHICLE & EQUIPMENT MAINTENANCE	40	\$ 10,442.89
VEHICLE - FUEL	41	\$ 5,877.58
UTILITIES	42	\$ 7,756.69
ELECTRICAL PARTS	43.1	\$ 6,423.65
CONTRACTUAL SERVICES - OPERATIONS	45	\$ 1,869.57
MATERIALS & SUPPLIES - OPERATIONS	47	\$ 26,747.62
COLLECTIVE BARGAINING ITEMS	48	\$ 1,503.56
PUMP ELECTRICAL	51	\$ 281,821.33
WATER PURCHASE	55	\$ 168,184.82
CHEMICALS	58	\$ 4,458.31
TOTAL NORMAL EXPENDITURES		\$ 632,376.05

NORMAL EXPENDITURES

JULY 25, 2013 BOARD MEETING
WATER UTILITY FUND
RECAP OF CAPITAL EXPENDITURES
June 30, 2013

CAPITAL EXPENDITURES:	BUDGET CODE	AMOUNT
CAPITAL IMPROVEMENT PROJECTS	101	
MISCELLANEOUS CAPITAL EXPENDITURES	102	\$ 11,125.43
OFFICE & ENGINEERING EQUIPMENT	103	
VEHICLES & EQUIPMENT	106	
CIP RESERVE	106B	
PURCHASE OF METER & METER BOXES	107	\$ 53,871.66
SUB-TOTAL		\$ 64,997.09

WATER UTILITY FUND

CON	403 R. M. TOWILL CORPORATION	587	\$ 6,000.00
CON	555 LYON ASSOCIATES, INC.	699	\$ 1,445.00
CON	562 GOODFELLOW BROTHERS, INC.	697	\$ 848,564.39
CON	553 ESAKI SURVEYING & MAPPING, INC.	707	\$ 9,562.89
CON	545 AECOM TECHNICAL SERVICES, INC.	700	\$ 4,767.70
CON	539 MEARS GROUP, INC.	702	\$ 11,042.00
CON	558 R. ELECTRIC, INC.	710	\$ 5,262.80
CON	561 GOODFELLOW BROTHERS, INC.	712	\$ 612,467.56
CON	564 R. ELECTRIC, INC.	713	\$ 4,526.04
CON	566 KOGA ENGINEERING	717	\$ 201,969.05
CONTRACT PAYMENTS - WU			\$ 1,705,607.43
TOTAL WATER UTILITY -CAPITAL EXPENDITURES			\$ 1,770,604.52

BOND

CONTRACT PAYMENTS - BOND:	\$ -
----------------------------------	-------------

FRC

	Frc Refund -	4a	
CON	457 KODANI & ASSOCIATES, INC.	318	
FRC PAYMENTS			\$ -

BOND - BAB

CON	516 UNLIMITED BUILDERS, LLC.	220	\$ 42,359.50
CON	529 OCEANIC COMPANY, INC.	230	\$ 23,174.58
CON	533 BELT COLLINS HAWAII, LTD.	233	\$ 16,890.27
CON	544 HONUA ENGINEERING, INC.	238	\$ 30,745.05
CON	542 MEI CORPORATION	239	\$ 99,441.68
CON	551 ESAKI SURVEYING & MAPPING, INC.	244	\$ 2,850.35
CONTRACT PAYMENTS - BAB			\$ 215,461.43

TOTAL CAPITAL EXPENDITURES	\$ 1,986,065.95
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ATTACHMENT 1 – CHANGE REQUEST

Request for Change (RFC) Form	
<i>This Section to be Completed by the Requester</i>	
PROJECT NAME: LO IHI IMPLEMENTATION PROJECT	
Date: July 1, 2013	
Short Title:	Affected System(s):
Requested by: Sandi Nadatani-Mendez	Supporting Materials Attached (yes/no)
Organization: Kauai DOW	Telephone/email: 808-245-5469/ snadatani@kauaiwater.org
Business Priority (1 = low, 5 = high): 5	
Description of Change Request: 1. Increase Collections Process Amount from \$50 to \$100	
Reason/Benefit for Change (Business, Process/Procedure, Organizational, Technology): 1. To low, average bill is more or less \$50.00 per month.	
Impact of Not Making the Change: 1. Not Cost Effective	
Alternatives Considered: 1. None	

After completing the above portion of the RFC form, please email to Sandy Moriki at smoriki@hbws.org

This Section to be Completed by CRB

EVALUATION SECTION

Impacts to Scope/Schedule/Staff/Resources:

The total effort involved in and BWS-CR-35 (increase C&C threshold to \$100) and BWS-CR-36 (Remove Severance Event) à

- Designing the change
- Making the configuration and adjusting BMC and CC&B jobs
- Testing & Regression Testing
- Propagating to TEST and PROD environments
- 2 weeks of QA/QC post implementation

Estimate of effort (hrs) :

44 Hours

Impact to Deliverable:

- Resources need to be reassigned
- Delay to currently assigned tasks
- Expect delivery 2-4 weeks after Notice to Proceed

Identify Project Plan Changes:

Need to also incorporate a transition plan and test it.

The processes, functions, and events under the previous configuration will not be change. Only those occurring in the future will inherit the requested changes.

Total Hours/Cost:

\$6776.00

Description of Risks: (Risks associated with making and not making changes to system, project, and business)

- Kauai's C&C profile is separate and not connected to Maui or Oahu.
- There are risks as C&C functionality has been in place for close to 3 months.
- Risk scale 4 of 10.

Recommendation:

Implement as requested.

Evaluated by: Candace Sands

Date: 7/13/2013

This Section to be Completed by Executive Sponsor and Project Management Team

DECISION APPROVAL SECTION

Approved ____

Deferred ____

Rejected ____

Reconsider at/on:

Decision Approval Signatures:

Executive Sponsor:

Operations/User Rep:

Project Mgrs:

Administration and Documentation

RFC No.:

RFC Received Date:

Logged Date:

Logged By:

Closed Date:

Closed By:

AGREEMENT
TO FURNISH COMPUTER SERVICES
BETWEEN THE DEPARTMENT OF WATER,
COUNTY OF KAUAI, AND THE HONOLULU
BOARD OF WATER SUPPLY

THIS AGREEMENT is made this 30th day of September, 2004 by and between the BOARD OF WATER SUPPLY, City and County of Honolulu, State of Hawaii ("BWS"), and the DEPARTMENT OF WATER, County of Kauai, Lihue, State of Hawaii ("Kauai"):

1. The BWS and Kauai hereby agree that, in accordance with their respective authorities, the BWS shall provide Kauai with services set forth in Exhibit A "Specifications for Providing Computer Services for Department of Water, County of Kauai," which is attached and incorporated by reference into this agreement.
2. This agreement shall be for a three-year period beginning ~~September 1, 2004~~ ^{September 30, 2004} and ending ~~August 31, 2007~~ ^{August 31, 2006}, subject to availability and appropriation of funds by Kauai's Board of Water Supply for Kauai's fiscal years 2005 and 2006.
3. For basic services rendered by BWS under this agreement and commencing September 1, 2004, Kauai shall pay the BWS a basic service fee of 30.69 cents (30.69¢) per bill rendered.
4. In addition to the basic service fees described in paragraph 3 immediately above, Kauai shall pay the BWS all direct costs related to providing these services, enhancements of these services, and additional services requested by and provided to Kauai. Direct costs items which Kauai will be responsible for paying include, but shall not be limited to, postage for Kauai's bills; costs of printing other Kauai forms; long distance telephone calls related to services covered by this agreement; shipping charges for materials sent to and from Kauai; and reasonable travel expenses (including lodging and meals), labor and fringe benefits costs of BWS employees required to travel to Kauai in connection with providing services of the type described above.
5. All fees and charges for direct costs shall be paid to the BWS by the end of the month following the month in which the fees or charges were incurred and which an invoice for such fees and charges was submitted to Kauai.
6. The BWS shall be responsible for all costs it incurs in the performance of the services contemplated under this agreement other than those of the type described in paragraph 4 of this agreement.
7. The BWS and Kauai may by mutual agreement make modifications to this agreement when deemed necessary and advisable. Modifications involving a reduction of or increase in fees and charges or in the method of payment thereof, however, shall be made only by a supplemental written agreement.
8. This agreement may be terminated at any time by either party upon giving a written notice to that effect at least six months prior to the date of termination. It is mutually agreed that the BWS will assist Kauai in transferring records and information as required by Kauai.


9. This agreement may be extended by mutual agreement for periods and at fees to be agreed upon provided written notice of extension is submitted by Kauai to the BWS at least six months prior to the expiration of this agreement.
10. This agreement covers services related to Kauai's meter reading, regular water billing, and customer information operations.

IN WITNESS WHEREOF, the parties hereto have executed this agreement the day and year first written above.

BOARD OF WATER SUPPLY
City and County of Honolulu

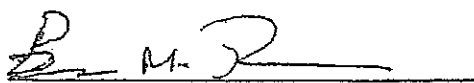
By 
CLIFFORD JAMILE
Manager and Chief Engineer

DEPARTMENT OF WATER
County of Kauai

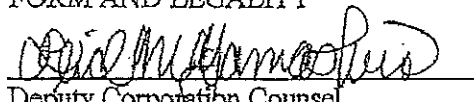
By 
EDWARD TSCHUPP
Manager and Chief Engineer

APPROVED AS TO CONTENTS:


Brian McKee
Chief Information Technology Officer


Bruce Rosen
Chief Financial Officer

APPROVED AS TO
FORM AND LEGALITY


Deputy Corporation Counsel
~~Chief Information Technology Officer~~

AMENDMENT NO. 1

AGREEMENT TO FURNISH COMPUTER SERVICES

7 NOV 21 2007
BETWEEN THE DEPARTMENT OF WATER, COUNTY OF KAUAI,
AND THE HONOLULU BOARD OF WATER SUPPLY

DEPT. OF WATER
COUNTY OF KAUAI

This Amendment No. 1 ("Amendment") to the September 30, 2004 Agreement to Furnish Computer Services Between the Department of Water, County of Kauai, and the Honolulu Board of Water Supply ("Agreement") is entered into between the Department of Water, County of Kauai ("Kauai") and the Board of Water Supply, City and County of Honolulu ("BWS") (collectively, the "Parties").


Effective October 1, 2007, the Parties agree to amend the Agreement by replacing Section 2 in its entirety with the following:

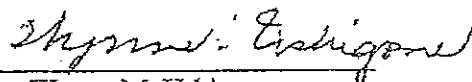
2. This agreement shall be for a four-year period beginning October 1, 2004 and ending September 30, 2008, subject to availability and appropriation of funds by Kauai's Board of Water Supply for Kauai's fiscal years 2005, 2006, 2007 and 2008.

Except as provided herein, all other terms and conditions of the Agreement remain unchanged.

BOARD OF WATER SUPPLY
CITY AND COUNTY OF HONOLULU

DEPARTMENT OF WATER
COUNTY OF KAUAI

By 
Clifford P. Lum
Manager and Chief Engineer

By 
Wynne M. Ushigome
Acting Manager and Chief
Engineer

AMENDMENT NO. 2
AGREEMENT TO FURNISH COMPUTER SERVICES
BETWEEN THE DEPARTMENT OF WATER, COUNTY OF KAUAI,
AND THE HONOLULU BOARD OF WATER SUPPLY

This Amendment No. 2 ("Amendment") to the September 30, 2004 Agreement to Furnish Computer Services Between the Department of Water, County of Kauai, and the Honolulu Board of Water Supply ("Agreement") is entered into between the Department of Water, County of Kauai ("Kauai") and the Board of Water Supply, City and County of Honolulu ("BWS") (collectively, the "Parties").

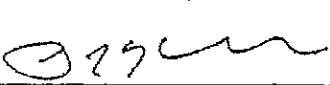
Effective October 1, 2008, the Parties agree to amend the Agreement by replacing Section 2 in its entirety with the following:

2. This Agreement shall be for a seven-year period beginning October 1, 2004 and ending September 30, 2011, subject to availability and appropriation of funds by Kauai's Department of Water for Kauai's fiscal years 2005, 2006, 2007, 2008, 2009, 2010 and 2011.

Except as provided herein, all other terms and conditions of the Agreement remain unchanged.

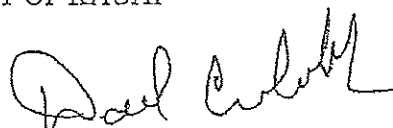
BOARD OF WATER SUPPLY
CITY AND COUNTY OF HONOLULU

By


Paul S. Kikuchi
Chief Financial Officer

DEPARTMENT OF WATER
COUNTY OF KAUAI

By


David Craddick
Manager and Chief Engineer

cc: Kauai DOW
B. McKee
S. Moriki
G. Gusman
S. Katada

AMENDMENT NO. 3
AGREEMENT TO FURNISH COMPUTER SERVICES
BETWEEN THE DEPARTMENT OF WATER, COUNTY OF KAUAI AND THE
HONOLULU BOARD OF WATER SUPPLY

This Amendment No. 3 ("Amendment") to the September 30, 2004 Agreement to Furnish Computer Services Between the Department of Water, County of Kauai, and the Honolulu Board of Water Supply ("Agreement") is entered into between the Department of Water, County of Kauai ("Kauai") and the Board of Water Supply, City and County of Honolulu ("BWS") (collectively, the "Parties").

Effective October 1, 2011, the Parties agree to amend the Agreement by replacing Section 2 and Section 3 in their entirety with the following:

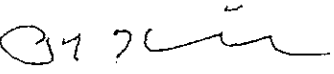
2. This Agreement shall be for a ten-year period beginning October 1, 2004 and ending September 30, 2014, subject to availability and appropriation of funds by the Kauai's Department of Water for Kauai's fiscal years from 2005 to 2015.

3. For basic services rendered by the BWS under this agreement and commencing October 1, 2004, Kauai shall pay the BWS a basic service fee of 30.69 cents per bill rendered until implementation of the new Customer Information System (CIS). Upon implementation of the new CIS system, the basic service fee shall be mutually agreed upon by the Parties.

Except as provided herein, all other terms and conditions of the Agreement remain unchanged.

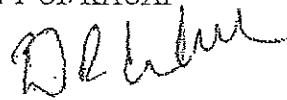
BOARD OF WATER SUPPLY
CITY AND COUNTY OF HONOLULU

By

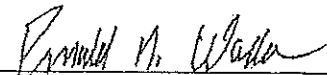

Paul Kikuchi
Chief Financial Officer

DEPARTMENT OF WATER
COUNTY OF KAUAI

By



APPROVED AS TO CONTENTS:


Ronald Wada
Acting Chief Information Technology Officer

APPROVED AS TO FORM:

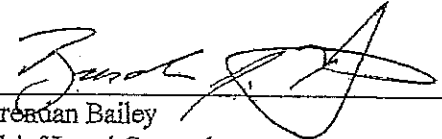

Brendan Bailey
Chief Legal Counsel

Exhibit A

SPECIFICATIONS FOR PROVIDING COMPUTER SERVICES
FOR
DEPARTMENT OF WATER, COUNTY OF KAUAI

1. SCOPE

The BWS shall provide Kauai only with computer services compatible with the BWS' customer accounting operation.

2. REPORTS

The BWS shall furnish Kauai with reports, bills; reminder notices for non-payment of bills, and duplicate (soft copy) bills for certain customers, similar to those produced by the BWS in its own operations.

3. KAUAI SHALL

- a. Answer all complaints and/or inquiries relating to the bills rendered under this agreement.
- b. Notify the BWS promptly of any change/addition/deletion and any other matter relating to Kauai's water service customers, which will affect or prevent the processing and providing of computer services to Kauai through the BWS's regular billing system.

4. COLLECTION


The BWS shall not collect payment for the bills prepared for Kauai.

Conference Reports

MEMORANDUM

July 11, 2013

TO: FILES

FROM: K. SAIKI 

SUBJECT: 2013 AWWA CONFERENCE REPORT

I attended the 39th Annual AWWA Hawaii Section Conference on May 8, 9 and 10, 2013. The following is a report of my experiences at the Conference.

May 8, 2013

The first speaker at the Conference was Mr. William Aila, Chairperson for Department of Land and Natural Resources (DLNR). Mr. Aila presented an overview of DLNR objectives and work.

Following the first speaker I attended the pipe tapping contest with Ryan Smith. There were only two teams entered in the contest (Honolulu and Hawaii). During the contest Ryan and I discussed the possibility of entering DOW's pipe tapping team in next year's contest. Ryan indicated that the operations personnel was interested in reforming a tapping team and entering the contest.

During the afternoon session I attended the following sessions:

Climate Change Indicators, Impacts, and Adaptive Capacity of the Hawaiian Archipelago

The speaker for this session was Dr. Victoria Keener, who is a Research Fellow at the East-West Center and a principal investigator of the NOAA sponsored Pacific Regional Integrated Sciences and Assessments (RISA) program. Dr. Keener spoke about the 2012 Pacific Islands Regional Climate Assessment (PIRCA) report and how it highlights key indicators of climate change in the region, such as increasing air and sea surface temperatures, rising mean sea levels, changing rainfall distributions and climatic extremes, and changing island habitats and species distribution.

The Rain Follows the Forest: DLNR's Watershed Initiative

The speaker for this session was Emma Yuen, a planner for DLNR, who is the staff lead for DLNR's watershed initiative to protect Hawaii's source water and forests. She spoke about the immediate action required to secure Hawaii's water supply and how Hawaii's water supply depends on the health of native forests, which capture and absorb rain. The Rain Follows the

Forest is DLNR's plan to protect priority watersheds and outlines on-the-ground actions and projects.

Honolulu BWS's New Billing System and its Impact on the Call Center

The speaker for this session was Susan Uyesugi, Program Administrator for the Honolulu Board of Water Supply Customer Care division. She spoke about the new billing system and the impacts it has had on the Call Center.

During the day I also spent some time speaking with representatives from Gray Hong Nojima, Belt Collins, Brown and Caldwell, and ECD Hawaii about DOW future projects.

May 9, 2013

The first speaker of the day was Martin Roush the General Manager of Guam Waterworks Authority. The topic of his session was how he used management tools to plan and manage over \$1 billion in infrastructure projects. He described how he developed and implemented a comprehensive management plan to manage and track each project.

The rest of the morning was spent speaking to representatives from Lyon Associates and Park Engineering about future DOW projects. Most of the morning was spent speaking with Manabu Tagamori and Cris Takushi of Oceanit about the Kahili HDD Well project.

I left the conference after lunch to attend a 2:00 PM meeting with Carol Silva of the State of Hawaii Archives Division. The purpose of this meeting was to discuss the disposition of DOW microfilm files being stored at the State archives.

May 10, 2013

The day was spent speaking with engineering consultants about future projects and attending sessions. The first session I attended was presented by Brent Cain of Brown and Caldwell about the Central Platte River Conjunctive Management Study. Brown and Caldwell studied the conceptual-level feasibility of modifying the surface water irrigation system owned and managed by the Central Nebraska Public Power and Irrigation District in conjunction with the magnitude of pumping from the underlying Ogallala Aquifer to enhance the overall availability and sustainability of both surface water and groundwater supplies.

The remainder of the day was spent at the Oceanit office with David Craddick discussing the Kahili HDD Well project.

MEMORANDUM

To: County of Kaua'i Board of Water Supply

From: Larry Dill 

Re: American Water Works Association Annual Conference & Exposition 2013 (AWWA ACE 2013)

Date: July 8, 2013

This year's AWWA ACE was held from June 9 through June 13 at the Colorado Convention Center in Denver, Colorado.

I attended the following events:

June 9, 2013

SUN03 – Using Infrastructure Renewal and Replacement Planning Tools

This interactive all-day workshop provided attendees with strategies for understanding how their system of charges can be designed to meet their infrastructure needs.

June 10, 2013

Hawaii Section Breakfast Meeting

This meeting of all the Hawai'i attendees of the conference was attended by all the Counties as well as private utilities, consultants and contractors from around the state of Hawai'i. Provided opportunity to network with others in the Hawai'i water industry.

Opening General Session – Colorado Governor John Hickenlooper

Governor Hickenlooper spoke on Colorado's statewide water management process and specifically about the Colorado River Cooperative Agreement involving collaboration of forty stakeholders.

MON09 – Successfully Using Design-Build as a Project Delivery Method for Water Infrastructure Projects

This session provided participants with:

- a guide on when and how to use the design-build approach for water and wastewater projects
- a better understanding of the perspective of an owner relative to planning, procurement, and project implementation
- a greater knowledge as to the variation of the design-build project delivery approach that includes operations and financial services

June 11, 2013

TUE09 – Successful Approaches to Strategic Financial Planning and Rate Setting

This session presented strategies on weighing risk, and various ways to plan for and finance your capital program, and how to garner support for a rate increase while providing relief to low-income customers.

TUE26 – Cobb County-Marietta Water Authority: Building on Past Successes to Streamline Operations and Optimize Asset Management

This session provided a case study of one utility's experiences with managing aging infrastructure.

TUE20 – Framework and Tools for Effective Utility Management

I attended the sessions on *Competency Models for Employee Leadership & Development* and *Practices for Financial Viability*.

MEMORANDUM

To: County of Kaua'i Board of Water Supply

From: Larry Dill

Re: American Water Works Association Annual Conference & Exposition 2013 (AWWA ACE 2013)

Date: July 8, 2013

TUE26 – Building Support for Essential Utility Investments: Using Quantitative Triple Bottom Line Analysis to Establish A Strong Business

This session provided attendees with strategies for building public support for funding utility infrastructure projects.

June 12, 2013

WED02 – CIP Scheduling and Financial Planning: How to Unite Engineering and Finance

This strategy provided insight for engineers to understand the financial ramifications of addressing infrastructure needs and how to plan accordingly.

WED18 – Regulatory Status Update

This session presented to attendees information on the transition to no-lead brass alloys and how this change affects products for the water industry.

WED19 – Changing Mindsets at Scale - Engaging Employees to Implement and Sustain Change

This session explored ways to understand your current performance, identify potential improvements, and implement sustainable changes. Points made included:

“I will change my mindsets and behaviors if:

- I see superiors, peers and subordinates behaving in the new way
- I know what is expected of me - I agree with it and it is meaningful
- I have the skills and competences to behave in the new way
- The structures, processes and systems reinforce the change in behavior I am being asked to make”

WED35 – Using the Latest Technologies in AMI and Cloud Computing to Implement a Comprehensive Water Loss Control Program in California

This session presented a case study in implementing a water loss control program.

June 13, 2013

THU07 – Fixtures, Flushing and Flow Rates: Using a Baseline Survey to Understand Water Conservation Potential

This session presented a case study of the City of Santa Cruz's implementation of water conservation measures.

THU07 – Impacts of Application of WaterSense Standards on Single Family Water Use Standards in Albuquerque

This session presented a case study of the City of Albuquerque's research into the effectiveness of their water conservation measures.

In addition to these specific events, I also visited the Exposition on several occasions where hundreds of vendors from around the world were on hand to showcase and discuss the latest products in the water industry, and I attended various networking opportunities to discuss mutual water industry issues with colleagues.

Quarterly Reports



Quarterly Status of **DOW Projects**

Period of April 1, 2013– June 30, 2013

CONSTRUCTION MANAGEMENT DIVISION

Submitted by Dustin Moises, P.E.

Department of Water

July 25, 2013

EXECUTIVE SUMMARY

The significant changes for this quarter are:

The Special Projects Division and Design & Construction Divisions were officially reorganized into the Construction Management and Engineering Divisions in August 2012. This update reflects projects currently within the Construction Management Division.

Design:

1. Job No. PLH-39, Lihue Baseyard Improvements –Received tentative subdivision approval. Use Permit/Class IV permit submitted to Planning for approval. Final plan review still awaiting Public Works comments. Anticipate construction RFP advertising in Fall 2013 provided DPW comments received soon.

Construction:

1. Job No. WK-32 Phase II, Kapaa Homesteads Pipeline Replacement, DOW and Contractor in discussions over contract requirements and compensation requests.

- **Design Projects**

WP 2020 NUMBER	PROJECT TITLE	% COMPLETE December 2012	% COMPLETE March 2013	ORIG. EST. COMPLETE	CURRENT EST. COMPLETE	CURRENT CONTRACT AMOUNT	STATUS
PLH-39	LIHUE BASEYARD IMPROVEMENTS (PH 1) – MASTER PLAN	100	100	Q4 2011	Q4 2011	\$279,719 (P)	Zoning amendment approved by council. Subdivision received tentative subd. approvall. Design nearing completion but had setback due to Public Works review delays.
	LIHUE BASEYARD IMPROVEMENTS - DESIGN	98	99	Q4 2012	Q4 2013	\$635,030 (D)	

- **Construction Projects**

Construction Projects – Water Plan 2020

WP 2020 NUMBER		PROJECT TITLE	% COMPLETE December 2012	% COMPLETE March 2013	ORIGINAL ESTIMATE TO COMPLETE	CURRENT ESTIMATE TO COMPLETE	CURRENT CONTRACT AMOUNT
HE-08		ELEELE STEEL TANKS RENOVATION	78	82	Q4 2012	Q3 2013 See Note (1)	\$2,022,621
WK-32	Phase II	KAPA'A PIPELINE REPLACEMENTS	100 ⁽³⁾	100 ⁽³⁾	Q4 2011	See note (3)	\$2,941,279
HW-03	Phase II	WAINIHA BOOSTER AND HAENA TANK RENOVATIONS	74	80	Q3 2012	Q3 2013 See note (2)	\$1,477,050
WK-12	County Roads	WAIPOULI MAIN REPLACEMENT	99	99	COMPLETED	COMPLETED See Note (4)	\$2,142,442
H-01, 02, 03		MAKA RIDGE FACILITY REHABILITATION PLAN AND PRINCEVILLE INTERCONNECTION PLAN	54	78	Q1 2013	Q4 2013 See Note (1)	\$2,442,584
WK-12	Kuhio Highway	WAIPOULI MAIN REPLACEMENT	9	33	Q4 2013	Q4 2013	\$2,026,663
WK-28		WAILUA HOUSELOTS MAIN REPLACEMENT	0	20	Q4 2013	Q4 2013	\$4,477,136
WK-30		PIPELINE REPLACEMENT ALONG WAIPOULI ROAD AND OLOHENA ROAD	0	29	Q4 2013	Q4 2013	\$1,665,455
						TOTAL =	\$19,195,230

(1) Change order issued which extended project schedule.

(2) Dept. of Public Works approved redesign and work to continue January 2013.

(3) Awaiting contract dispute resolution

(4) Awaiting close out documents

Water Plan 2020 Construction Projects

FY 2012-2013				
QUARTER	JULY-SEPT	OCT-DEC	JAN-MAR	APR-JUN
CONSTRUCTION CONTRACTS AWARDED	1*	2*	0	0
CONSTRUCTION CONTRACTS COMPLETED	1	1	2	0
ON-GOING CONSTRUCTION PROJECTS (#)	11	12	10	8
ON-GOING CONSTRUCTION PROJECTS (\$)	\$22,074,393	\$25,262,018	\$22,859,103	\$19,195,230

*Design completed prior to reorganization by Special Projects Division

Upcoming Water Plan 2020 Construction Projects

FY 2012-2013			
WP 2020 No.	PROJECT TITLE	STATUS	EST. COST
WK-39	KAPAA HOMESTEADS WELL 4	ENG. REVISING DESIGN AND RFP	\$0.75 M
H-12	WAINIHA WELL 4	ENG. REVISING DESIGN AND RFP	\$0.75 M
WKK-15	PUU PANE WELL 3	EVALUATION PROPOSALS SUBMITTED	\$0.75 M
WK-08	KAPAHI TWO 0.5 MG TANKS	ENG. REVISING DESIGN AND RFP	\$8.0 M
PLH-39	LIHUE BASEYARD IMPROVEMENTS – ADMIN.	CM FINALIZING DESIGN AND RFP	\$8.0 M
		TOTAL =	\$18.25 M

Construction Projects – Private

TMK #	SUBD. #	OWNER	DESCRIPTION	STATUS	CERT. OF COMPLETION
(4) 2-4-01:20 / 856		Sean and Jeannie Andrade	Water Meter Plan for Lot 49-B, Units A, C, and D, Andrade Estates	Completed	6/26/2013
(4) 3-3-13:25 / 875		Carswell / Spalding Partner	2nd Water Service Installation Plan for Lot 1113	Completed	6/26/2013
(4) 3-3-12:21		Seina Properties, LLC	Unlimited Construction Services, Inc. New Office - Warehouse	Completed	6/26/2013
(4) 4-6-26:31 / 859		Joseph K. and Anita N. Durocher	Installation of 2nd Single Service Lateral for Lot 17-B-1-B, 5936A Kawaihau Road	Completed	6/4/2013
(4) 1-2-013:010		BEB LLC	Water Service Connection, Single Service Lateral for Lot 10	Completed	5/29/2013
(4) 2-4-02:09 / 861		Alexander Vacarro	Water Meter Plan for Lot 66, Wawae Place	Completed	3/27/2013
(4) 4-4-08:03 / 840		Wailua Ranch, LLC	Two (2) Single Service Lateral for Lot 159-A-2 and Lot 159-A-3, S-2012-14, Kipapa Road	Completed	3/27/2013
(4) 1-2-08:07 / 771		County of Kauai	Installation of 2nd Single Service Lateral for Lot 47, Unit 1, 9661 Haina Road	Completed	3/27/2013
(4) 4-8-06:40 / 862		Lorren Van Fossen	Water Meter Plan for Parcel 40	Awaiting Precon	
(4) 4-8-11:15 / 825		Stephen & Marla Tom; James Manico	Installation of Double Service Lateral for Parcel 15, Unit A & C, Anahola Lots Condominium, 4383 and 4380 Kuhio Highway	In Construction	
(4) 2-1-01:19 / 859		Gena Razalan	Installation of 2nd Single Service Lateral for Lot 602	Final Inspection	

Construction Projects – Private

TMK #	SUBD. #	OWNER	DESCRIPTION	STATUS	CERT. OF COMPLETION
(4) 5-5-10:79 / 824		Halelea Investment Company, LLC	Water Service Improvements for Lot 29-B, L. C. App. 1160	Awaiting Precon	
(4) 5-6-04:23 / 853		Waipa Foundation Community Cultural Center	Waipa Foundation Community Cultural Center	In Construction	
(4) 2-3-13:39 / 853		Malia Thain	Off-Site Waterline for Lot 116-D, Pu'u Road	In Construction	
(4) 2-4-02:04 / 842		Susan A. Matsumoto Trust and Joyce Y. Kubota Trust	Single Service Lateral & Double Service Lateral for Lot 60, Kikala Road	Final Inspection	
(4) 2-3-11:058 / 841		Jay & Marie Manzano	Manzano Residence Water Meter	Awaiting Precon	
(4) 5-2-10:16 / 782		Philip Wright	Water Service Installation for Lot 12-B, Unit A, Kalihiwai Bay Subdivision	In Construction	
(4) 4-6-34:28		Walter Stocker	Water Meter Plan for Lot 9, Aliali Road	In Construction	
(4) 4-6-15:48 / S-2008-16		Melvin and Clarence Soong	Water Meter Plan for Lot 14-A-1 (S-2008-16), Haua'ala Road	Awaiting Precon	
(4) 4-6-17:78 / 863		Jeff Rapetti	Water Meter Plan for Lot 6, Unit 1, Laipo Road	Awaiting Precon	
(4) 4-4-03:4 / 868		Seina Properties, LLC	Triple service for lot 122-D	Final Inspection	
(4) 1-2-17:51 / 858		Lilia Kapuniai (Kekaha Community Center)	Water Meter Plan for Lot 51, Ulili Road	Awaiting Precon	

Construction Projects – Private

TMK #	SUBD. #	OWNER	DESCRIPTION	STATUS	CERT. OF COMPLETION
(4) 1-3-10:70 / S-2012-1		Ruth Togioka, Florence S. Togioka Trust, Myles Togioka Trust	Single Service Lateral for Lot 199-B, S-2012-01, 4584 Pueo Road	Awaiting Precon	
(4) 5-2-04:102, Unit 6 / 849		North Shore Christian Church	6" Reduced Pressure Detector Assembly for North Shore Christian Church	In Construction	
(4) 5-1-05:37 / 806		Melina Friedman ET. AL.	Water Service Improvements for Lot 14, Kilauea Agriculture Subdivision, "Niku Farm" Condominium	Awaiting Precon	
(4) 5-2-04:77 / 857		Richard M. Jones Trust and Crystal A. Jones	Installation of 2nd Single Service Lateral & Backflow Preventor for Lot 4, Unit 1, Mele Makani Estates, 2405C Makana'ano Place	Awaiting Precon	
(4) 2-8-08:34, 41 / 854		Sueoka Store	Sueoka Water Meter and Backflow Preventer	Final Inspection	
(4) 2-5-02:07 / 833		Richard Q. Coffman Trust	Water Service Connection, Single Service Lateral for Lot 47-A-2, 4939 Kua Road	Final Inspection	
(4) 2-5-01:12 / 819		Kauai Bible Church	Water Meter Plan for Lot C-2	Awaiting Precon	
(4) 2-5-004:036 / 837		Beth Charlton	2nd 5/8 inch Domestic Service Connection	In Construction	
(4) 2-5-006:021 / 871		Vincent Flores	Installation of 1st Single Service Lateral for Parcel 21	Final Inspection	
(4) 3-4-07:1,2,3 / 2833		Kauai Community College (Kawaikini School)	Waterline, Fireline, BFP, RPDA, meter, appurtenances	In Construction	
(4) 3-2-02:036 / 866		Robert & Chris White	Relocate Existing Water Service Connection for Lot 7-E	In Construction	

Construction Projects – Private

TMK #	SUBD. #	OWNER	DESCRIPTION	STATUS	CERT. OF COMPLETION
(4) 2-5-02:05, 37 / 783		Carolyn A. Nii	Installaion of DSL for Lot 4A and Lot 4B	Final Inspection	
(4) 2-7-04:03, 99, 100, 101 / 844		Heather DeGeus	Water Meter Relocation Plan for Parcels 3, 99, 100, 101, Omao Road	Final Inspection	
(4) 2-7-06:74-2		Kerry Otis	Water Meter Plan for Lot 41	In Construction	
(4) 2-7-05:22 / 798		Tyler Yates	Water Meter Plan for Lot 36-B-1-A	In Construction	
(4) 2-8-10:64 / 828		Missionary Church - HI District	Reduced Pressure Detector Assembly and Backflow Preventor for Parcel 64 (Koloa Missionary Church)	Final Inspection	
(4) 2-8-31:185 / 855		Jack Hendrickson	Water Meter Plan for Lot 185, Halalu Street	Awaiting Precon	
(4) 2-8-31:178 / 885		Terry Kamen	Water Meter Plan for Lot 178	In Construction	
(4) 2-8-31:179 / 887		Randy Finlay	Water Meter Plan for Lot 179	In Construction	
(4) 3-3-12:02 / 664		Paul Schurch	Construction Plans for Schurch Industrial Building	In Construction	
(4) 4-2-022:058		KJR Estates (Nagashima)	Water Service Connection Single Service Lateral for Unit 2	In Construction	
(4) 4-2-06:37 / 851		Anthony Lenarth	Installation of 2nd Single Service Lateral for Lot 2	Awaiting Precon	

Construction Projects – Private

[illegible]

Staffing Update

POSITION #	POSITION TITLE	NAME	STATUS
2470	Construction Management Project Officer	Dustin Moises	
2351	Waterworks Project Manager	Vacant	Reclassifying Position with HR (January 2013)
2484	Project Assistant	Daniel Kittredge	
2353	Waterworks Inspector III	Vacant	Posting position for recruitment
2355	Waterworks Inspector II	Leo Anguay	
2357	Waterworks Inspector II	Alfred Levinthol	
2483	Waterworks Inspector II	Vacant	Reclassifying Position with HR (January 2013)



Quarterly Status of **DOW Projects**

Period of April 1, 2013 – June 30, 2013
ENGINEERING DIVISION

Department of Water
July 25, 2013

EXECUTIVE SUMMARY

The significant changes for this quarter are:

Design:

1. Job No. KW-28, Amfac Shaft Renovation – Consultant received comments to Engineering report from the DOH. The consultant is addressing the comments.
2. Job No. WK-8 , Kapaa 1.0 MG Tank (313 Zone) – Pre-final drawings submitted for review.
3. Job H-05, Weke, Anae, Mahimahi and He'e Roads, 6" and 8" replacement – Received preliminary drawings from the consultant.
4. Job No. 12-3, Piwai-Omao Microturbine - Received preliminary equipment/services proposal letter, preliminary construction drawings, preliminary schedule, a flow schematic, and a turbine assembly drawing from the consultant regarding potential Piwai-Omao microturbine.
5. Job No. H-03/KP-09, Hanapepe and Koloa Well MCC Improvements – Received preliminary drawings and specifications from the consultant.
6. Significant progress was made on majority of all design contracts including the estimated completion dates and estimated completion dates remain unchanged for all projects.
7. Private Projects: 21 new projects were submitted for Engineering review during this quarter.



▪ **Design Projects**

WEST SIDE DESIGN PROJECTS

KEKAHA, WAIMEA, HANAPEPE, ELEEELE

WP 2020 NUMBER	PROJECT TITLE	% COMPLETE Mar 2013	% COMPLETE Jun 2013	EST. COMPLETE	BUDGET COST	STATUS
KW-28	Amfac Shaft Renovation, Phase B	99	99	Q3 2013	\$699,147 (D)	Consultant received the DOH comments to the engineering report and are addressing the comments.
HE-03 / KP-09	Hanapepe and Koloa Well MCC Improvements	25	55	Q3 2013	\$300,000 (D)	Received Preliminary drawings for review
HE-14	Eleeele Booster Station Rehab	0	0	Q2 2014		Contract in process

SOUTH SIDE DESIGN PROJECTS

KALAHEO, LAWAI, POIPU, KOLOA

WP 2020 NUMBER	PROJECT TITLE	% COMPLETE Mar 2013	% COMPLETE Jun 2013	EST. COMPLETE	BUDGET COST	STATUS
K-01	Kalaheo Water System Improvements (North)	75	85	Q1 2014	\$964,510 (D)	Under Design
LO-10, LO-08	Koloa Road 8" and Omao Road 6" Main Replacement	75	85	Q3 2013	\$86,750 (D)	Received Preliminary Plans for review
K-05A	Construct Kalaheo 0.5 MG Tank, 886'	30	50	Q1 2014	\$216,637 (D)	Under Design / Working out land issues
K-17	Feasibility Kalaheo, Kokolau, and Akulikuli Treatment Facilities	75	80	Q3 2013	\$117,701 (D)	Under Design
K-18	8" Waterline along Halewili Road (Kaumualii Highway to Haku Hale Road)	70	90	Q3 2013	\$82,797 (D)	Under Design
LO-19	Piwai-Omao Microturbine	40	60	Q3 2013		Received proposal

EAST SIDE DESIGN PROJECTS

LIHUE-PUHI, WAILUA-KAPAA, ANAHOLA

WP 2020 NO.	PROJECT TITLE	% COMPLETE Mar 2013	% COMPLETE Jun 2013	EST. COMPLETE	BUDGET COST	STATUS
PLH-01A	Replace Grove Farm Tanks 1 & 2	45	60	Q2 2014	\$229,658(D)	Under Design
PLH-37	Deepen Puhi Well No. 2	PH 1-100	PH 1-100		\$ 67,900 BUDGET	Phase II Proposal Pending
WK-01	Rehabilitate Moelepe Tunnel and Access Road	50	60	Q3 2013	\$91,400 (D)	Under Design
WK-2	Rehab Akulikuli Tunnel (PHASE I) Rehab Akulikuli Tunnel (PHASE II)	100 -	100 -	Q1 2005 (Ph.1) Q3 2009 (Ph.2)	\$300,000 (D) \$392,000	Ph.1- Completed Ph.2 – on hold
WK-8	Kapa'a Two-0.5 MG Tank (313 ZONE) (Phase I - Planning)	90	96	Q4 2013	\$ 681,128 (D)	Awaiting DPW review comments

EAST SIDE DESIGN PROJECTS

LIHUE-PUHI, WAILUA-KAPAA, ANAHOLA

WP 2020 NUMBER	PROJECT TITLE	% COMPLETE Mar 2013	% COMPLETE Jun 2013	EST. COMPLETE	BUDGET COST	STATUS
WK-23	Wailua Homesteads 0.25 MG Tank site (U.H. Experimental Station) ph 1	0	0	Q2 2014	\$ 50,000	Notice to Proceed to be issued.
WK-39	Kapa'a Homesteads Well #4	100	100	Q3 2012	\$ 352,000 (D)	RFP processed. Plan to rebid upon drainage resolution.
WK-02, PLH-42	Akulikuli Tunnel and Kokolau Tunnel Feasibility	70	85	Q3 2013	-	Consultant is preparing the Draft of the Preliminary Engineering Report.

NORTH SHORE DESIGN PROJECTS

MOLOAA, KILAUEA, ANINI, HANAIEI, HAENA

WP 2020 NUMBER	PROJECT TITLE	% COMPLETE Mar 2013	% COMPLETE Jun 2013	EST. COMPLETE	BUDGET COST	STATUS
M-3	Moloka'a Tank Site Acquisition and other Land Issues	60	75	Q4 2013	\$105,000 (P)	Under design
M-1 M-2	Koolau Pipeline Improvements Moloka'a 0.10 MG Tank	15	15	Q4 2013	\$ 119,207 (D)	Working on ROE
WKK-2	Kilauea Well No. 4 Site Selection Study (Phase I)	100	100	Q3 2004	\$ 37,451(P) \$160,000 (D)	Request Moloka'a Well EO
WKK-15	Kilauea 1.0 MG Tank (Phase I)	90	95	Q3 2013	\$ 12,700 (P) \$236, 600 (D)	Under design
H-8	Drill and Test Hanalei Well #2.	70	75	Q2 2014	\$425,000 (Combined with Wainiha Well 4)	Under design
HW-12	Drill and Test Wainiha Well #4.	100	100	Q3 2012	\$425,000 (Combined with Hanalei Well 2)	Design Completed.

NORTH SHORE DESIGN PROJECTS

MOLOAA, KILAUEA, ANINI, HANAIEI, HAENA

WP 2020 NUMBER	PROJECT TITLE	% COMPLETE Mar 2013	% COMPLETE Jun 2013	EST. COMPLETE	BUDGET COST	STATUS
ANI-01	Kilauea Pipeline to Anini Pipeline Replacement			Q4 2013	\$ 750,760 (D)	
	Phase I	85	95	Q3 2013		Final Drawings
	Phase II	70	80	Q4 2013		Prelim. Drawings
H-05	Weke, Anae, Mahimahi and He'e Roads, 6" and 8" Main Replacement	40	70	Q4 2013	\$143,605 (D)	Received preliminary drawings

Pending Water Plan 2020 Projects

WP 2020 No.	PROJECT TITLE	STATUS	BUDGET
WK-25	Kuhio Hwy. (N. Papaloa - Kawaihau Road) 16" and 12" Main Replacement	HOLD – DUE TO SCHEDULING ISSUES	\$250,000 (D)
KP-05	Poipu 245 1 MG Tank	CONSULTANT SELECTION	

Private Projects of Note

Area	DEVELOPMENT OR DEVELOPER	PLAN REVIEW STATUS
Eleele	Eleele Luna Subdivision, Phase 2, Incr. 2 (S-2006-49)	Pending resubmittal
Koloa	U/AA Subdvision (S-2011-12)	Pending resubmittal
Koloa	Ala Kukuiula Phase 2A	Pending resubmittal
Poipu	Village at Poipu New Entry Road (S-2003-48)	Pending resubmittal
Lihue	Puakea II Subdivision (S-2009-21)	Pending resubmittal
Lihue	Waiola Subdivision, Ph 1 (S-2009-13)	Pending resubmittal
Lihue	Waiola Subdivision, Ph 2 (S-2009-14)	Pending resubmittal

Private Projects of Note

Area	DEVELOPMENT OR DEVELOPER	PLAN REVIEW STATUS
Lihue	Waiola Subdivision Ph III (S-2009-15)	Pending resubmittal
Lihue	Kapule-Rice Intersection Improvements	Pending resubmittal
Lihue	Hokulei Village Offsite Road Improvements (Z-IV-2009-7)	Pending resubmittal
Lihue	Walani Ahukini Makai Subdivision- offsite (S-2005-41)	Pending resubmittal
Lihue	Wailani Ahukini Makai Subdivision- onsite (S-2005-41)	Pending resubmittal
Lihue	Wailani Molokoa Subdivision-offsite (S-2005-39)	Pending resubmittal
Lihue	Wailani Molokoa Subdivisiion-onsite (S-2005-39)	Pending resubmittal
Lihue	Kumupa'a at Kohea Loa (S-2006-12)	Pending resubmittal
Lihue	Ho'oluana at Kohea Loa- onsite (S-2006-24)	Under review

Private Projects of Note

Area	DEVELOPMENT OR DEVELOPER	PLAN REVIEW STATUS
Lihue	Ho'oluana at Kohea Loa- offsite (S-2006-24)	Under review
Lihue	Lihue Mill Bridge, Ph 2 (State DOT)	Pending resubmittal
Kapaa	Kulana Subdivision revisions (S-99-49)	Pending resubmittal