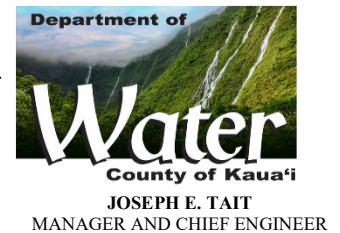


BOARD OF WATER SUPPLY

JULIE SIMONTON, CHAIR
TOM SHIGEMOTO, VICE CHAIR
MICAH FINNILA, SECRETARY

CLYDE KODANI, MEMBER
KA'AINA HULL, EX-OFFICIO
TROY TANIGAWA, EX-OFFICIO
ERIC FUJIKAWA, EX-OFFICIO



REGULAR MONTHLY MEETING NOTICE AND AGENDA

Thursday, October 23, 2025
9:30 a.m. or shortly thereafter

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

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

<https://us06web.zoom.us/j/81802295324>

Passcode: 822256

OR

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

Phone: 888 788 0099 US Toll-free

Phone Conference ID: 818 0229 5324

Please Note: If you do not provide a name, unique identifier, or alias when joining the meeting, you will be renamed to allow staff to address and manage individual guests.

In the event of a lost connection the Board will recess for up to 30 minutes to restore the connection. If the connection cannot be restored within 30 minutes, the Board will continue the meeting to 12:00 p.m. or shortly thereafter. If the visual link cannot be restored, the Board may reconvene with an audio-only link using the above dial-in phone number and conference ID. A lost connection only applies to remote connections provided as part of the remote meeting but does not apply to a public member being unable to access the meeting due to a connectivity issue on their end.

CALL TO ORDER

ROLL CALL

ANNOUNCEMENTS

1. Next Scheduled Board Meeting: Thursday, November 20, 2025

APPROVAL OF AGENDA

MEETING MINUTES

1. Regular Board Meeting – September 18, 2025

PUBLIC TESTIMONY

CORRESPONDENCE

1. Letter from the Department of Water, County of Kaua'i to Kurt R. Bosshard re: Request for Agenda Items correspondence to the Board dated September 8, 2025 that was referred to the Manager for review and response

NEW BUSINESS

1. Manager's Report No. 26-12 Discussion and Possible Action to Request Board Approval of the Indemnification Provision in the Agreement for Hanalei Elementary School between the Board of Water Supply, County of Kaua'i and the State of Hawai'i, Department of Education
2. Manager's Report No. 26-13 Discussion and Possible Action to reappropriate certain budget line items to another line-item budget for the purpose of encumbering the total amount of the engineering contract C427 for Job No 02-14, Kapa'a Homesteads 0.5 MG & Kapahi 1.0 MG Storage Tanks and Connecting Pipeline, Wailua-Kapa'a Water System
3. Discussion and Possible Action on the Performance Appraisal for the Manager & Chief Engineer for the period of July 1, 2024 through June 30, 2025
 - a. Performance Appraisal for Department of Water Manager and Chief for the period of July 1, 2025 to June 30, 2025
4. Manager's Report No. 26-14 Discussion and Possible Action authorizing the Office of the County Attorney to retain special counsel to represent the Board of Water Supply, County of Kaua'i in pursuing settlement claims involving manufacturers and distributors of PFAS or "forever chemicals" and related matters

STAFF REPORTS

1. **Fiscal**
 - a. Monthly dashboard – Number of Service Calls, Number of Walk-in Customers, Number of Customer Emails and Correspondence, Number of Customer Rebills, Accounting Highlights, Transponder Replacement highlights and progress, Staff Overtime hours
 - b. Budget Report for September 2025
 - c. Build America Bond Quarterly Statement
2. **Operations**
 - a. Monthly dashboard – Annual Financial Impact Overview, Staff Overtime Hours, Budgeted and Vacant Positions, Services Received/Completed, Highlights: New Hires and Recruitment, Interviews scheduled, Training: Communicating with Tact & Professionalism, Respirator Fit Test, CDL Driver Improvement, and Excavating/Trenching.
3. **Engineering**
 - a. Monthly dashboard – Budgeted and Vacant Positions, Staff Overtime Hours, Projects In Design, In Construction, Completed; Water Resources and Planning Statistics – Customer Requests, Applications and Permits, Service and Records Requests, Number of Backflow Devices tested
 - i. Capital Improvement Plan (CIP) Project Highlights/Status Updates:
 - Kapa'a Homesteads 325' Tanks
 - Pu'u Pane 1.0 Million Gallon Tank
 - Kalāheo Water System Improvements
 - University of Hawai'i Experimental Station 605' Tank
 - Hā'ena 0.2 MG Tank

- Kīlauea Wells 1 & 2 MCC, Chlorination Facilities
 - Kūhiō Hwy (Hardy-Oxford) 18" Main Replacement
 - ii. DOW Project Highlights/Status Updates:
 - Water Systems Investment Plan (WSIP)
 - Kaua'i Water Use and Development Plan (KWUDP)
 - As-Needed Grant Writing and Preparation Services: WaterSMART Grant for Advanced Metering Infrastructure (AMI) Meters
 - b. Quarterly Update:
 - Water Resources and Planning Section – Overview of the status of various applications; water service requests, Backflow devices, KWUDP Plan Update, As-Needed Grant Writing and Preparation Services, and America's Water Infrastructure Act (AWIA) Risk and Resilience Assessment/Emergency Response Plan
 - Project Management Section – Overview of CIP design and construction projects; 8 active design, and 12 active construction (\$73 million total):
 - Water Plan 2020 Construction Project Status – Kapa'a 325' Tanks, Kapa'a Homestead Well No. 4, Kalāheo Water System Improvements, Kapaia Haul Cane Road 18" Transmission Line, Kilauea Wells No. 1 & 2, Paua Valley Tank, Kūhiō Highway (Hardy-Oxford) 18" Main Replacement, Weke, Anaae Mahimahi and Hee Roads 6" and 8" Main Replacement, Kapa'a Homesteads Well, Hanapēpē Town Well
 - Supplemental Support Services – RM Towill, Inc., Kennedy/Jenks, Brown and Caldwell, Maddaus Water Management
 - c. Update on status of Namahana Education Foundation's draft Water Minimization Plan
4. **Administration**
- a. Human Resources – updates on Personnel Vacancies
 - b. Office of the County Attorney Quarterly Claims report for the months of July to September 2025
5. **Manager and Chief Engineer**
- a. Reports to Manager:
 1. First Amendment to Contract No. 763, Brown and Caldwell As-Needed GIS and Hydraulic Modeling Services 2024-2026
 2. Encumber Funds for Contract No. 427, Job No. 02-14, WP2020 #WK-08, Kapa'a Homesteads 0.5 MG Storage Tank and Kapa'a Homesteads 325' Tanks – Two 0.5 MG Tanks and Connecting Pipelines, Wailua-Kapa'a Water System, Kapa'a, Kaua'i, Hawai'i

TOPICS FOR NEXT BOARD OF WATER SUPPLY MEETING: *(November)*

1. Election of Board Chair, Vice-Chair and Secretary, and committee appointments for 2026
2. Proposed Board meeting calendar for 2026
3. Discussion and Possible Action on Namahana Education Foundations' Draft Water Minimization Plan

TOPICS FOR FUTURE BOARD OF WATER SUPPLY MEETING:

EXECUTIVE SESSION:

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

1. Pursuant to Hawai'i Revised Statutes (HRS) Sections 92-4, 92-5(a)(4), the purpose of this execution session is for the Board to receive a briefing on and to consult with its attorney on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities as it relates to the retention of special counsel to represent the Board of Water Supply, County of Kaua'i in pursuing settlement claims involving manufacturers and distributors of PFAS or "forever chemicals" and related matters.
2. Pursuant to Hawai'i Revised Statutes (HRS) Sections 92-4, 92-5(a)(4), the Office of the County Attorney requests an Executive Session with the Board to provide a briefing and discuss the settled claim brought by Christina Warner for vehicle damage, and to have the Board consult with its attorney on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities as it relates to settled claims.
3. Pursuant to Hawai'i Revised Statutes (HRS) Sections 92-4, 92-5(a)(4), the Office of the County Attorney requests an Executive Session with the Board to provide a briefing and discuss the unsettled claim brought by Feliciano Alcantara for personal property damage, and to have the Board consult with its attorney on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities as it relates to settled claims.

ADJOURNMENT

WRITTEN TESTIMONY

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

Please include:

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

Send written testimony to:

Board of Water Supply, County of Kauaʻi
C/O Administration
4398 Pua Loke Street
Līhuʻe, Hawaiʻi 96766

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

Public Testimony

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

SPECIAL ASSISTANCE

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

A horizontal splash of blue water with bubbles, positioned behind the text.

DRAFT MINUTES

MINUTES
BOARD OF WATER SUPPLY
Thursday, September 18, 2025

The Board of Water Supply, County of Kaua'i, met in a regular meeting in Līhu'e on Thursday, September 18, 2025. Vice Chair Shigemoto called the meeting to order at 9:30 a.m. The following Board members were present:

BOARD:

Ms. Julie Simonton, *Chair*
Mr. Tom Shigemoto, *Vice-Chair*
Ms. Micah Finnila
Mr. Clyde Kodani
Mr. Eric Fujikawa
Mr. Ka'aina Hull (*entered remotely at 9:43 a.m.*)
Mr. Troy Tanigawa

EXCUSED:

Quorum was achieved with 6 members present at Roll Call; Board member Hull entered the meeting at 9:43 a.m.

ANNOUNCEMENTS

1. Next Scheduled Board Meeting: Thursday, **October 23, 2025** – 9:30 a.m. *
Schedule change due to conflict with Hawaii Water Works Association Conference

APPROVAL OF AGENDA

Board member Eric Fujikawa moved to amend the agenda to take Item 8 first during the New Business portion of the meeting, seconded by Mr. Tanigawa; with no objections, motion carried with 6 Ayes.

MEETING MINUTES

1. Board Workshop Minutes – August 11, 2025
2. Regular Board Meeting – August 21, 2025
3. Executive Session Minutes – August 21, 2025

Board member Shigemoto referenced the August 21, 2025 Executive Session minutes and asked for clarification on whether the Board made any kind of commitment to Namahana to provide water through the motions that were voted on. Deputy County Attorney Laura Essenberg explained that according to the motions made at the previous meeting, it was decided that there was a policy purpose for granting water to Namahana School under the conditions that they apply appropriately and properly through the department under the normal procedure. Additionally, they have to come back to the Board to submit their proposed water minimization plan which is subject to Board's approval. She reiterated that Namahana has not yet been granted water, and further clarified that through the motions made at the previous meeting, the Board has created a path forward for them to receive water through the regular application process and ensuring that the water minimization plan is approved by the Board in order for them to have the ability to be approved for water.

The minutes of the August 11, 2025 Board Workshop, the August 21, 2025 Regular Meeting, and August 21, 2025 Executive Session were received for the record.

CORRESPONDENCE

1. Letter from Kurt R. Bosshard dated September 8, 2025 re: Request for Agenda Items
Board member Shigemoto moved to receive the letter and refer it to the Manager or designated representative for review, research, and response to Mr. Bosshard, seconded by Mr. Fujikawa; with no objections, motion carried with 6 Ayes.

Board member Shigemoto moved to direct the Department to report back to the Board at the October meeting to share the response provided to Mr. Bosshard, seconded by Ms. Finnila; with no objections, motion carried with 6 Ayes.

PUBLIC TESTIMONY

The Board received testimony from Mr. Kurt Bosshard. Mr. Bosshard expressed his appreciation for the motion. He stated that 10 years ago opportunity zones were created in the codes meant to bring in private funds for infrastructure and construction and business. He doesn't believe there was any input from the government entities on Kauai as they were unaware of what was newly going on, therefore there was no process in how to participate. Hanalei and Kukuuiula have been the opportunity zones for the last 10 years. In the next six months or so, there will be new opportunity zones designated under the recently passed tax law, phasing out the old ones and allowing for new designated areas can receive significant assistance from the private sector in places that are being designated by the Federal government. Mr. Bosshard noted that he has written our government officials informing them of what was missed. He would like to have those opportunity zones in the Hanamaulu-Puhi area and stressed the rural areas in need. Mr. Bosshard stated he has invested in the original opportunity zones in Koloa, but it has been difficult and there has been no encouragement from the County or State. He does not know if lobbying will be successful or not, but it could help get some infrastructure in areas of need and want based on the County of Kauai's General plan.

NEW BUSINESS

1. Manager's Report No. 26-04 Discussion and Possible Action to Request Board Approval of the Indemnification Provision in the Agreement for Kōloa Neighborhood Center between the Board of Water Supply, County of Kaua'i and the County of Kaua'i, Department of Parks and Recreation

Board member Fujikawa moved to approve Manager's Report No. 26-04, seconded by Mr. Shigemoto; with no objections, motion carried with 7 Ayes

2. Manager's Report No. 26-05 Discussion and Possible Action to Request Board Approval of the Indemnification Provision and Unspecified Future Obligations in the Agreement for Ka Waiwai ma Kapa'a at Kalukalu between the Board of Water Supply, County of Kaua'i and the Waiwai Collective, LLC

Board member Kodani moved to approve Manager's Report No. 26-05, seconded by Mr. Fujikawa; with no objections, motion carried with 7 Ayes

3. Manager's Report No. 26-06 Discussion and Possible Action to Request Board Approval of the Indemnification Provision in the Agreement for Kīlauea Elementary School between the Board of Water Supply, County of Kaua'i and the State of Hawai'i, Department of Education

Board member Kodani moved to approve Manager's Report No. 26-06, seconded by Mr. Tanigawa; with no objections, motion carried with 7 Ayes

4. Manager's Report No. 26-07 Discussion and Possible Action to Request Board Approval of the Indemnification Provision in the Agreement for Waimea Neighborhood Center between

the Board of Water Supply, County of Kaua'i and the County of Kaua'i, Department of Parks and Recreation

Board member Finnila moved to approve Manager's Report No. 26-07, seconded by Mr. Tanigawa; with no objections, motion carried with 7 Ayes

5. Manager's Report No. 26-08 Discussion and Possible Action to Request Board Approval of the Indemnification Provision in the Agreement for Lihu'e Neighborhood Center between the Board of Water Supply, County of Kaua'i and the County of Kaua'i, Department of Parks and Recreation

Board member Tanigawa moved to approve Manager's Report No. 26-08, seconded by Mr. Kodani; with no objections, motion carried with 7 Ayes

6. Manager's Report No. 26-09 Discussion and Possible Action to Request Board Approval of the Indemnification Provision in the Agreement for Kekaha Neighborhood Center between the Board of Water Supply, County of Kaua'i and the County of Kaua'i, Department of Parks and Recreation

Board member Tanigawa moved to approve Manager's Report No. 26-09, seconded by Mr. Shigemoto; with no objections, motion carried with 7 Ayes

7. Manager's Report No. 26-10 Discussion and Possible Action to Request Board Approval of the Indemnification Provision in the Agreement for Anahola Neighborhood Center between the Board of Water Supply, County of Kaua'i and the County of Kaua'i, Department of Parks and Recreation

Board member Kodani moved to approve Manager's Report No. 26-10, seconded by Mr. Shigemoto; with no objections, motion carried with 7 Ayes

8. Manager's Report No. 26-11 Discussion and Possible Action to Request Board Approval for Indemnification and Unspecified Future Obligations for Windows 11 between the Board of Water Supply, County of Kaua'i and Microsoft Corporation

Board member Fujikawa moved to approve Manager's Report No. 26-11, seconded by Mr. Shigemoto; with no objections, motion carried with 7 Ayes

9. Discussion and Possible Action to Initiate the Performance Appraisal Process for the Manager & Chief Engineer
a. Board Policy No. 34

Mr. Shigemoto moved to Initiate the Performance Appraisal Process for the Manager & Chief Engineer, seconded by Mr. Kodani; with no objections, motion carried with 7 Ayes

STAFF REPORTS

1. Fiscal:
- Monthly dashboard – Number of Service Calls, Number of Walk-in Customers, Number of Customer Emails and Correspondence, Number of Customer Rebills, Accounting Highlights, Transponder Replacement highlights and progress, Staff Overtime hours
 - Budget Report for August 2025

Waterworks Controller Renee Yadao provided an overview of the Fiscal Division dashboard submitted, noting the following highlights:

- Revenue trending higher than anticipated and are approximately \$410,000 higher than last August's revenue, which is attributed to the transponder replacements.
- Currently at 83% completed with transponder replacements

- Due to large percentage of transponders being replaced, staff can now focus more on outstanding unpaid bills

2. Operations

- a. Monthly dashboard – Annual Financial Impact Overview, Staff Overtime Hours, Budgeted and Vacant Positions, Services Received/Completed, Highlights: New Hires, Transponders replaced, Training for HazMat Certifications

Chief of Operations Ryan Smith provided an overview of the Operations dashboard submitted, noting the following highlights:

- A lot of personnel actions: 2 UPW employees were promoted to HGEA working supervisors – Building Maintenance supervisor and Water Meter Repair supervisor
- Hired new Maintenance Worker Aide
- 3 more interviews scheduled for various positions; as promotions go into effect, more positions will be available
- In a much better place due to the transponder replacements
- Crew has been busy with lots of leaks that are not surfacing, but have been doing a great job

Board member Troy Tanigawa expressed his thanks to Ryan the Ops crew that responded to a good size line main break on Papalina Road. The crew responded quickly to get the repair done and backfilled, Public Works finished the drain line replacement last week and the contractor finished the paving. He commended the DOW team for the great result.

3. Engineering

- a. Monthly dashboard – Budgeted and Vacant Positions, Staff Overtime Hours, Projects In Design, In Construction, Completed; Water Resources and Planning Statistics – Customer Requests, Applications and Permits, Service and Records Requests, Number of Backflow Devices tested
 - i. Capital Improvement Plan (CIP) Project Highlights/Status Updates:
 - Kapa’a Homesteads 325’ Tanks
 - Pu’u Pane 1.0 Million Gallon Tank
 - Kalāheo Water System Improvements
 - University of Hawai’i Experimental Station 605’ Tank
 - Hā’ena 0.2 MG Tank
 - Paua Valley Tank No. 1 Rehab
 - Kūhiō Hwy (Hardy-Oxford) 18” Main Replacement
 - ii. DOW Project Highlights/Status Updates:
 - Water Systems Investment Plan (WSIP)
 - Kaua’i Water Use and Development Plan (KWUDP)
 - As-Needed Grant Writing and Preparation Services: WaterSMART Grant for Advanced Metering Infrastructure (AMI) Meters
 - America’s Water Infrastructure Act (AWIA) Risk and Resilience Assessment/Emergency Response Plan

Engineering Division Head Jason Kagimoto provided an overview of the Engineering dashboard submitted, giving a summary of the highlights listed.

Kalaheo Water System Improvements - A future-intended project that has been expedited to commence now is to add booster pumps at the 908 facility to boost to Yamada tank, then boost from

Yamada tank to the highest Clearwell tank; this will create a much more reliable and functional system.

UH Experimental Station 605' Tank – The Department has received approval for both the location of the tank and the road and are now moving forward with waterline design. They are looking to obtain a Grant of Easement for both and are moving ahead with permitting and design. Board member Shigemoto asked if this has any correlation to what Mr. Bosshard testified about. Mr. Kagimoto explained that this upper Wailua Homesteads area has only one existing tank, which is an old tank, that services the area. The goal is to build a new tank for redundancy purposes and to provide additional storage needs for that area. The Department was able to work out an arrangement to construct a new tank on the UH site at the top of Kuamoo Road. Additionally, the Department is working on another separate project to replace and increase the size of some transmission lines for fire flow purposes, and to ultimately replace the transmission lines that required emergency repairs last year starting at the Opaekaa Falls lookout and going all the way up to the top of Kuamoo Road to tie into the UH tank site; this will be a long-range project that will have to be done in phases.

Board member Tanigawa asked that because the Kuamoo project will likely converge with some State facilities, are there any opportunities for the Department to access Federal funds. Mr. Kagimoto stated that they can possibly coordinate with State Department of Transportation to see if there are any Federal funds available. Board member Eric Fujikawa stated that he is unsure if there are grant opportunities, but generally from the Federal Highways standpoint, they would not dedicate funds to utility facilities.

Board member Fujikawa made a request that summary updates on DOW's CIP projects be presented graphically in a map type format to show the system they are impacting and how they relate to water meter restricted areas, and where our source and storage needs are. He feels this would make it easier for the Board to follow along with where the plan is. It would be helpful for the Board to see where water restrictions are currently located, how these projects will help to alleviate that, and what we are trying to address with future CIP projects. It could just be a simple map included in the Board packet that shows a single system and could be zoomed in on to show particular highlights. Mr. Kagimoto expressed appreciation for the good feedback and will work on providing more mapping in their reports.

Referencing the Kilauea Wells 1 & 2 MCC, Chlorination Facilities, Mr. Shigemoto asked if this correlates directly to the request for appeal from Namahana School at the last meeting. Mr. Kagimoto stated not directly, clarifying that they are replacing the motor controls for the pumps to address the concerns with the immense challenge of obtaining spare parts for that pump due to its age. The replacement will allow for a much more resilient system, but the existing capacity will not change. To address the needs of the Kilauea area the Department does have a tank project coming later in the year; however, they do need an additional new well source. In response to Mr. Shigemoto's question on the approximate time it will take to get the system whole, Mr. Kagimoto stated they are looking at 7 to 10 years.

Referencing the public outreach meetings for the CIP projects and Water Systems Investment Plan, he noted that this is a heavy lift for staff, but the goal of this expedited effort is to help move forward with updating our long-range plan and financial outlook moving forward. The plan is to receive public comment prior to the holiday season, work with the consultants on the FRC/Rate Study components and going into the new year having public meetings focusing on the FRC/Rate Study.

With the Commission on Water Resource Management board's conditional approval of the Kauai Water Use and Development Plan, the Department is coordinating with the Native Hawaiian community to get a better inventory on traditional customary practices and combining that with the WSIP efforts to try and be as efficient as possible.

4. Administration
 - a. Human Resources – updates on Personnel Vacancies
5. Manager and Chief Engineer
 - a. Reports to Manager:
 1. 4th Year Audit for Contract No. 724 with N&K CPAs, Inc., Annual Audit for Fiscal Years Ending June 30, 2022 through June 30, 2026
 2. Year 2 Services for Contract 733 with DOXIM dba Utilitec, Job. No. SS-2024-02, Customer Care & Billing (CC&B)
 3. Change Order No. 1 to Contract No 781 (Paul’s Electrical Contracting, LLC), Job No. 24-14, Lihue Baseyard Electrical Relocation
 4. NASPO VL Contract No. 17-18, CPA2014-01, Year 3 of 3 Services and Contract Change Order No. 3 with Carahsoft Technology Corporation, Asset Managed Services

Manager Joe Tait stated that the Administration division is 22% understaffed, but the department has been focused on the divisions that are doing the heavy lifting. Positions in Admin. will be filled, but not at the priority level of Operations and Engineering.

TOPICS FOR NEXT BOARD OF WATER SUPPLY MEETING: (September)

TOPICS FOR FUTURE BOARD OF WATER SUPPLY MEETING:

ADJOURNMENT

The meeting was adjourned at 10:19 a.m.

Respectfully submitted,

Cherisse Zaima
Commission Support Clerk

A horizontal splash of blue water with bubbles, centered on the page. The word "CORRESPONDENCE" is overlaid in a blue serif font.

CORRESPONDENCE

DEPARTMENT OF WATER

COUNTY OF KAUAI

4398 PUA LOKE STREET LIHUE, HAWAII 96766

WWW.KAUAIWATER.ORG (808) 245-5400 BUSINESS (808) 245-5813 FAX

Water has no substitute..... Conserve it!



JOSEPH E. TAIT
MANAGER AND CHIEF ENGINEER

October 15, 2025

Kurt Bosshard
kurt@kbosshard.com

Dear Kurt Bosshard:

Subject: Responses to Kurt Bosshard's September 8, 2025 Letter to the Board

Please see our responses below to your questions:

1. *Why the Upper Wailua Homesteads (Kuamo'o Road) water Moratorium has not been resolved since it was declared thirty-four years ago (despite representations at that time that it was a priority and funded)? Attached is one of the initial documents (7/31/1991) and a follow up (5/8/1995). There are countless others.*

Response: The project needed to lift the water meter restriction has not been completed. Additional water storage is needed and will be addressed by constructing a new tank. This project is currently in design. The tank site and driveway have been agreed upon by the Department and the property owner, and the design is moving forward.

2. *What presently is the condition of the existing Upper Wailua Homesteads Water Tank? Due to its age and lack of maintenance, what concerns does the Department have as to water quality and/or longevity? Is there a backup plan? Should this tank be removed from operations?*

Response: The existing tank is almost 60 years old and is the only tank serving the upper Wailua Homesteads area. There are no water quality issues, but the Department is moving forward with constructing a new tank to provide greater water storage and provide a more resilient tank serving the area. Additionally, the Department completed a planning level study to determine what to do with the existing tank once the new tank is constructed and online. The Department plans to have two tanks servicing the area to provide redundancy.

3. *Whether upon the lifting of such a Moratorium, there is a Department policy as to the distribution of water service amongst competing interests. Who should be served first and to what extent? A wait list with priority? Properties that have had existing zoning served first?*

DEPARTMENT OF WATER

COUNTY OF KAUAI

4398 PUA LOKE STREET LIHUE, HAWAII 96766

WWW.KAUAIWATER.ORG (808) 245-5400 BUSINESS (808) 245-5813 FAX

Water has no substitute..... Conserve it!



JOSEPH E. TAIT
MANAGER AND CHIEF ENGINEER

Kurt Bosshard

Subject: Responses to Kurt Bosshard's September 8, 2025 Letter to the Board

October 15, 2025

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Response: Without a meter restriction, the Department allows each parcel in the service area to have water meters based on the parcel's current zoning (assuming fire flow needs for the parcel are also being met). If a larger project is being requested, early coordination with the Department is recommended so any requirements can be identified in the early stages of the project.

4. *Why, in order to help alleviate a severe Housing shortage, residential units of 800 sq. ft. or less (primarily Guest Houses) should not be allowed water service regardless of other existing or proposed residential density of the property?*

Response: All homes add a demand to the water system and this needs to be accounted for in order to make sure that the Department provides reliable domestic water service. Additionally, as identified in Annotations to Table 100-19A, Section f.i of the Amendments to the 2002 Water System Standards,

“When County building permit approval is sought from the Department for the first and second dwelling units only on an existing lot of record, the requirements of Table 100-19A shall not apply. However, the requirements of Table 100-19A shall apply when County building permit approval is sought from the Department for any dwelling unit in excess of the second dwelling unit on an existing lot of record.” In addition to domestic service, additional dwellings require confirmation that fire flow requirements are being met.

5. *Has there been discussion at the Agency as to utilizing a different analysis of water usage/need/availability that would more accurately identify those parts of the Island that shall be subject to a Moratorium on water availability (and to what extent)? For example, should actual consumption of individual properties be considered, size of structures and property water features like pools, anticipated build out over extended time frames of larger vacant land subdivisions? Should some level of discretion be allowed to satisfy the needs of longstanding, tax paying local residents?*

DEPARTMENT OF WATER

COUNTY OF KAUAI

4398 PUA LOKE STREET LIHUE, HAWAII 96766

WWW.KAUAIWATER.ORG (808) 245-5400 BUSINESS (808) 245-5813 FAX

Water has no substitute..... Conserve it!



JOSEPH E. TAIT
MANAGER AND CHIEF ENGINEER

Kurt Bosshard

Subject: Responses to Kurt Bosshard's September 8, 2025 Letter to the Board

October 15, 2025

Page 3

Response: More discussion and analysis needs to be done in order to make sure that all of the potential impacts can be identified and addressed as necessary. Currently, with the limited staffing available, a significant amount of resources are being dedicated to (i) the long range plan update (i.e. the Water Systems Investment Plan; note that we just completed two weeks of public meetings for our Capital Improvement Program (CIP) projects on September 30, 2025) and (ii) constructing our CIP projects (over \$60M contracted in the past 4 years).

6. *Should greater usage of wells or catchment be encouraged rather than discouraged? What data can the Department provide that justifies such discouragement (or lack of support)?*

Response: Private wells are allowed. There are numerous private wells on the island. Well applications are submitted and reviewed by the Commission on Water Resource Management. Water catchment is currently being evaluated to determine how parcel owners can move forward with water catchment, and the Department can protect its water system and the communities that rely on it.

Should you have any questions, please contact myself at (808) 245-5417 or email jkagimoto@kauaiwater.org.

Sincerely,

Jason Kagimoto

Jason Kagimoto, P.E.

Acting Engineering Division Head

Engineering Division

JK/jrp

Responses to Kurt Bosshard's September 8, 2025 Letter to the Board, 20251015

Final Audit Report

2025-10-15

Created:	2025-10-15
By:	Jessica-Renee Polk (jpolk@kauaiwater.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAANOIrs8yMJRnUfzg7W4B3AILxpeWGyjDq

"Responses to Kurt Bosshard's September 8, 2025 Letter to the Board, 20251015" History

-  Document created by Jessica-Renee Polk (jpolk@kauaiwater.org)
2025-10-15 - 7:35:10 PM GMT
-  Document emailed to Jason Kagimoto (jkagimoto@kauaiwater.org) for signature
2025-10-15 - 7:35:15 PM GMT
-  Email viewed by Jason Kagimoto (jkagimoto@kauaiwater.org)
2025-10-15 - 7:35:42 PM GMT
-  Document e-signed by Jason Kagimoto (jkagimoto@kauaiwater.org)
Signature Date: 2025-10-15 - 7:37:42 PM GMT - Time Source: server
-  Agreement completed.
2025-10-15 - 7:37:42 PM GMT

A horizontal splash of blue water with bubbles and ripples, centered behind the text.

NEW BUSINESS

DEPARTMENT OF WATER

County of Kaua'i

"Water has no Substitute – Conserve It!"

MANAGER'S REPORT No. 26-12

October 23, 2025

Re: Discussion and Possible Action to Request Board Approval of the indemnification provision and unspecified future obligations in the agreement for Hanalei Elementary School between the Board of Water Supply, County of Kaua'i and the State of Hawai'i, Department of Education

RECOMMENDATION:

It is recommended that the Board of Water Supply, County of Kaua'i (Board), approve the indemnification provision and unspecified future obligations in the agreement to use the State of Hawai'i's, Department of Education's Hanalei Elementary School to hold a public meeting to provide an update on the Weke, 'Anae, Mahimahi and He'e Roads 6" and 8" Main Replacement Project.

FUNDING: N/A

Account No.				
Acct Description				
Funds Available	Verified by WWC		\$	
Contract No.				
Vendor				
	Contract Amount	\$		
	5% Contingency	\$		
	Total Funds Certified To Date	\$		
Amendment:				
Description		\$		
	Total Amendment	\$		
Contract Amount To Date		\$		
Fund Balance			\$	

Contract NTP Date:

Original Contract End Date:

New Contract End Date if Contract Time Extension:

BACKGROUND:

The Department is moving forward with the second phase of construction for the Weke, 'Anae, Mahimahi and He'e Roads 6" and 8" Main Replacement Project. This meeting will provide an update to the community regarding what is included in the scope of work and what are potential impacts to the community during construction.

OPTIONS:

Option 1: **Approve Manager's Report as recommended.**
Pro: DOW will provide an update to the community on the project.

Con: None.

Option 2: **Do not approve the Manager's Report as recommended.**
Pro: None.

Con: DOW will not provide an update to the community on the project.

JK /crz

Attachment(s): Department of Education – State of Hawai'i Request & Agreement for Use of School Buildings, Facilities, or
 Grounds – Hanalei School

DEPARTMENT OF EDUCATION - STATE OF HAWAII

Request & Agreement for Use of School Buildings, Facilities, or Grounds

Hawaii Revised Statutes §302A-1148 & 302A-1148.5 • Hawaii Administrative Rules Title 8, Chapter 39

(Application must be received by the School at least 10 working days prior to requested date of use)

EVENT & CONTACT INFORMATION

Name of School _____ Date _____

Facility List _____

Event Start Date _____ Event End Date _____

(Cannot exceed 12 consecutive months)

Dates/Days of Use _____

(e.g., specific dates; every Saturday; after school hours every school day)

Total Days of Use (Not to exceed 50 days, except for State, including DOE, and County Park activities) _____ Expected Number of Attendees _____

Time of Use: From _____ to _____ (Min 2 hrs; include time required for set up, activity, and clean up) Total Hours Per Day _____

Name of Event or Description _____

Organization/Individual _____ Contact Person _____

Address _____

Phone Number _____ Email Address _____

Please answer all questions

Yes No

1.	Is this a DOE-sponsored activity? (School Administration: _____)		
a.	Is your organization a separate school entity (e.g., Parent-Teacher Organization, Board of Education)?		
b.	Will other vendors participate in the event?		
2.	Is this educational programming for A+, 21CCLC, REACH, or UPLINK?		
a.	Is the programming administered by a DOE contracted vendor?		
3.	Is this a government-sponsored activity? (Sponsoring Agency: _____)		
a.	Is this a State-sponsored activity?		
b.	Is this a County-sponsored activity?		
c.	Is this a County Department of Parks and Recreation educational or recreational activity?		
4.	Is your organization tax-exempt non-profit? (TaxID. No.: _____)		
a.	Does the activity involve student child-care services?		
5.	Is there an admission, fee/charge, tuition, donation, or contribution collected for the event/activity?		
6.	Is this a personal or private for-profit business activity?		
7.	Does the activity involve fundraising?		
8.	Does the activity involve meetings, or services to promote a business, product, or religion?		
9.	Does the activity involve political campaigning?		
10.	If the request is for auditorium use, do you employ union stage workers?		
11.	Is this a non-DOE athletic event?		
a.	Will other vendors be participating in this event?		
12.	Do you plan to operate a carnival?		
a.	Do you plan to sublease the facility?		
13.	Do you plan to operate a fair (e.g., craft fair, farmers' market)?		
a.	Do you plan to sublease the facility?		
14.	Will you and/or your vendors/sub lessees commercially prepare food items (off-site or on-site) for sale?		
15.	Do you plan to use motor vehicle(s) on school property (food trucks, car shows, exhibits, etc.)?		

I, the undersigned, on behalf of the organization I represent, have provided truthful and accurate information. If the school facilities, equipment or grounds are not properly maintained by the user, the State of Hawaii Department of Education will deny further use of the school facilities, equipment or grounds to the individual or organization and seek appropriate restitution for damages incurred. The applicant further understands that the school facilities and grounds are to be alcohol and tobacco free, meaning that the use of any alcohol or tobacco substances are prohibited at all times on school grounds or at any school activities. Furthermore, I understand that as a user of school facilities, the activity being conducted shall be lawful. Should disabled persons wish to participate in the requested use, applicants must make reasonable modifications and/or programmatic accommodations to permit such participation.

First and Last Name _____

By checking this box, I hereby certify my typed electronic signature and acknowledge the above requirements.

DISTRIBUTION: ORIGINAL - School; COPY - Requestor

Agreement for Use of School Buildings, Facilities, or Grounds

Hawaii Revised Statutes §302A-1148 & 302A-1148.5 • Hawaii Administrative Rules Title 8, Chapter 39

(Application must be received by the School at least 10 working days prior to requested date of use)

PREEMPTION NOTICE • CIVIL DEFENSE NOTICE

NATIONAL POLLUTANT DISCHARGE ELIMINATION NOTICE • DEPARTMENT OF HEALTH REGULATIONS

Preemption Notice

To assure school uses are given priority over non-school uses, all approved requests are subject to preemption by the school for unanticipated school needs. Should an unanticipated school need arise, schools may preempt all or a portion of the requested use period for the school's needs.

Civil Defense Notice

In the event of a Civil Defense declared emergency during non-school hours, the undersigned is responsible for the safety of their program participants. The Department of Education is not obligated to provide for Civil Defense emergencies during non-school hours except when the applicable school is designated for use as a shelter by the American Red Cross.

National Pollutant Discharge Elimination System (NPDES) Notice

The National Pollutant Discharge Elimination System (NPDES) is a regulatory program administered by the United States Environmental Protection Agency that calls for the control and management of storm water pollution. In Hawaii, our storm water drainage systems were designed to prevent flooding by channeling storm water into drains that discharge through outlets along the coastline.

However, the storm water drainage systems were not designed for the disposal of waste or pollutants. In order to protect the environment and fulfill our pollution prevention (P2) responsibilities, the Department of Education must implement best management practices (BMPs) as part of a storm water management plan (SWMP).

The undersigned understands that every effort should be made to prevent pollution as a consequence of using school facilities. Waste and pollution if not curtailed will enter storm drains and eventually make its way to the ocean. Organizers and participants can help by preventing litter and minimizing the use of autos on campus by carpooling, riding bikes, and using public transportation. Report any illegal dumping and observed violations by calling the City Illegal Dumping Hotline at (808) 768-3300 (Honolulu) or the respective county offices (neighbor islands).

Department of Health Safety Code Requirements (Hawaii Administrative Rules Title 11, Chapter 50)

Applicant responsible for complying with all Department of Health regulations for all food related events.

First and Last Name _____

Acceptance and Acknowledgment _____

By checking this box, I hereby certify my typed electronic signature and acknowledge the above requirements.

Agreement for Use of School Buildings, Facilities, or Grounds

Hawaii Revised Statutes §302A-1148 & 302A-1148.5 • Hawaii Administrative Rules Title 8, Chapter 39

(Application must be received by the School at least 10 working days prior to requested date of use)

LIABILITY REQUIREMENTS • INDEMNIFICATION STATEMENT

Liability Insurance Requirements (Per Department of Accounting and General Services Risk Management Office)

1. Promoters and/or organizers of fairs and carnivals, and non-DOE sponsored athletic event users must have general liability insurance of no less than \$1 million per occurrence for personal injury and \$3 million in the aggregate. Non-DOE sponsored athletic event users with less than 100 attendees may obtain a general liability insurance policy for the lesser amount listed under requirement #2.
2. All users, including carnival and fair sub lessees and vendors at DOE/school sponsored events, and except those identified above, must have general liability insurance of no less than \$500,000 per occurrence and \$1 million in the aggregate.
3. Users selling food items, including carnival and fair sub lessees and vendors at DOE/school sponsored events, must also have products and completed operations coverage of no less than \$500,000 per occurrence and \$1 million in the aggregate.
4. Organizations operating motor vehicles, including carnival and fair sub lessees and vendors at DOE/school sponsored events, must have automobile liability of no less than \$500,000 per occurrence and \$ 1 million in the aggregate.
5. State of Hawaii and Department of Education are to be named as additional insured.
6. Certificates of Insurance must be provided to the school.
7. Liability waivers and indemnification agreements are required from all users.

Indemnification Statement*

The undersigned individual(s), group and/or organization, his or their heirs, personal representative and assigns, or its officers, directors, members, agents, employees, successors and assigns, for and in consideration of the State of Hawaii Department of Education permitting and allowing the use of the designated school rooms, buildings, and/or facilities jointly and severally agree(s) to indemnify and save harmless the State of Hawaii Department of Education against any and all loss, liability, demands, claims, suits, action or proceedings of every name, character and description which may be suffered or incurred by or brought against the State of Hawaii Department of Education for or an account of any injuries or damages to any person or property received or sustained by any person, directly or indirectly, by or in consequence of the use of the facilities by the undersigned individual(s), groups and/or organization.

First and Last Name _____

Acceptance and Acknowledgment _____

By checking this box, I hereby certify my typed electronic signature and acknowledge the above requirements.

**(1) State agencies are not required to sign this indemnification statement and are not required to obtain a general liability insurance policy.
(2) Each vendor/sub lessee is required to sign this indemnification statement and is required to obtain a general liability insurance policy in the amounts stated above.*

DEPARTMENT OF WATER

County of Kaua'i

"Water has no Substitute – Conserve It!"

MANAGER'S REPORT No. 26-13

October 23, 2025

Re: Discussion and Possible Action to reappropriate certain budget line items to another line-item budget for the purpose of encumbering the total amount of the engineering contract C427 for Job No 02-14, Kapaa Homesteads 0.5 MG & Kapahi 1.0 MG Storage Tanks and Connecting Pipeline, Wailua-Kapaa Water System

RECOMMENDATION:

It is recommended that the Board approve the budget line-item movements.

FUNDING:

Account No:	Account Description	Amount
20-20-00-605-118	FRC-Eng-04-08 WK-39 Drill Kapaa Homestead Well 4	\$ 16,142.00
10-20-10-540-010	WU-Eng-Adm-Professional Services	\$ 16,142.00 (defund)

OPTIONS:

Option 1: Approve Manager's Report as recommended.

Pro: DOW will be able to process progress payments within the existing contract amount.

Con: The total contract was not previously encumbered and will need to use FY26 funds.

Option 2: Do Not Approve Manager's Report as recommended.

Pro: Pre-established line-item budget amounts will remain in the account, as established by the operating budget.

Con: DOW will not be able to process progress payments within the existing contract amount.

JK/crz

Attachment(s): None

Performance Appraisal Form

DOW Manager & Chief Engineer

First & Last Name: Joe Tait

Current evaluation period FY 2025

Date evaluation completed 10/15/25 Date of Board action _____

Section 1: Achievement of goals from last review period (type in the agreed-upon goals decided during the last review period):

1. Finalize Fiscal Division restructuring w/policy & procedural changes
2. Provide Board a streamlined budget process and improved format
3. Bring to conclusion long-standing litigations & investigations
4. Finalize IT Strategic Plan (Hardware, software integration, security)
5. Establish DOW baseline performance Benchmarks for FY23-24 Budget
6. Reduce DOW vacancies to 10%
7. Implement long-needed DOW Programs to include:
 - a. Meter Replacement Program
 - b. Fleet Management Program
 - c. Water Orientation and Educational Program
 - d. Pipeline Replacement (inc. water loss) Program
8. Replace DOW website
9. Establish DOW Staffing plan w/projections over a five-year
10. Establish Facility Improvement/Asset Management Plan
11. Establish/Update DOW Human Resources Processes and practices

Section 2: Performance on key responsibilities of the job description: Use ratings: EE (Exceeds Expectations), ME (Meets Expectations), NI (Needs Improvement). *When using NI, please give specific example(s) below the goal statement.*

Performance appraisal ratings

- **Exceeds expectations** – The individual is making an exceptional, significant contribution to DOW. This person constantly accepts responsibilities beyond those of the job held and continuously exceeds expectations regarding completion of work assignments. There are few areas regarding performance of job responsibilities in which she could improve.
- **Meets expectations** – The individual is a steady, consistent, dependable performer and carries out duties in a fully responsible and effective manner. Meets and occasionally exceeds expectations regarding job responsibilities and completion of work assignments. Even though present performance is acceptable, there may be areas regarding performance of job responsibilities in which the person should improve.
- **Needs improvement** – The individual falls below standards or expectations. It is expected that with the appropriate improvement plan, performance will reach a fully satisfactory level within a specified time period.

<u>Responsibility</u>	<u>Rating</u>
<u>Mission, policy, planning</u>	
1. Helps Board monitor and evaluate organization's relevancy, effectiveness, and results. Example(s):	Meets
2. Keeps Board fully informed re: organization's condition and all important factors influencing it. Example(s):	Meets
3. Assures that appropriate policies are in place to guide the organization's work in all areas. Example(s):	Meets
<u>Management, administration</u>	
4. Provides oversight of all DOW activities, manages day-to-day operations, and assures a smoothly functioning, efficient organization. Example(s):	Exc.
5. Assures DOW quality and organizational stability through development and implementation of standards and controls, systems and procedures, and regular evaluation. Example(s):	Exc
6. Assures a work environment that recruits, retains, and supports quality staff. Example(s):	Exc
7. Assures process for selecting, development, motivating, and evaluating staff. Example(s):	Exc
<u>Responsibility</u>	
8. Recruits personnel, negotiates professional contracts, and assures development and maintenance of appropriate salary structures. Example(s):	Meets

<i>Governance</i>	
9. Work effectively with Board, its officers and committees to define their roles and responsibilities; helps evaluate their performance regularly. Example(s):	Meet
10. Works with Board Chair to enable Board to fulfill its governance functions and manages Boards's due diligence process to ensure timely attention to core issues. Example(s):	Meet
11. Frames significant questions and complex issues in ways that facilitate Board dialogue and action. Example(s):	Meet
12. Recommends Board and its committees. Example(s):	Meet
<i>Finance</i>	
13. Oversees the fiscal activities of the organization, assures adequate controls. Example(s):	Meet
14. With Board, ensures financing to support goals, including effective fund development program. Example(s):	Exc.
<i>Relationship building</i>	
15. Identifies the key relationships necessary to support an effective organization and assures proper planning, relationship building and communications to develop and maintain these. Example(s):	Exc.
16. Facilitates the integration of the organization into the community by assuring the use of effective marketing and communications activities. Example(s):	Meet

17. Acts as an advocate, within the public and private sectors, for issues relevant to DOW, its services, and constituencies. Example(s):	Exc
18. Listens to s stakeholders in order to improve services. Example(s): Joe is always available to listen to customers with complaints and concerns	Exc
19. Works with legislators and regulatory agencies to promote legislative and regulatory policies that promotes the DOW's policies and priorities. Example(s):	Meet
Leadership	
20. Demonstrates initiative and creativity in identifying and addressing strategic issues facing the organization. Example(s):	Exc
21. Effectively manages continuity, change and transition. Example(s):	Exc
22. Sets and achieves clear and measurable goals and reasonable deadlines. Example(s): Completed a Water System Improvements Plan and working on rate review and FRC fee review	Exc
23. Deals effectively with demanding situations and designs and implements effective interventions. Example(s):	Exc
24. Consistently displays integrity and models the organization's values. Example(s):	Exc

Section 3: Goals for the next review period:

____ Check if none.

Goal 1:	Implement CIP identified in the WSIP, new rates, and new FRC fees
Goal 2:	Finalize personnel positions (i.e., remove 'Acting' from titles)
Goal 3:	

Section 4: Performance improvement plan: *Outline any areas where the Manager & Chief Engineer needs improvement to reach higher levels of performance.*

____ Check if none.

Needs Improvement:	Continuing to improve communication
Needs Improvement:	
Needs Improvement:	

Section 5: Development plan: *Outline training / development that will enhance Manager & Chief Engineers contribution to the organization. Also specify areas of support and action that the Board can do to help the Manager & Chief Engineer.*

____ Check if none.

Training/Development:	Identify areas where new technologies can assist in the efficiency/productivity of the dept.
Training/Development:	Quarterly meeting with individual board members
Training/Development:	

Overall performance rating:

☒ Exceeds Expectations ____ Meets Expectations ____ Needs Improvement

Comments for Manager & Chief Engineer for this evaluation period:

Action and approvals

APPROVED:

BOARD OF WATER SUPPLY, COUNTY OF KAUAI

Julie Simonton, Chair

Dated: _____

Manager & Chief Engineer signature and meeting date: _____

Please write any comments from Manager & Chief Engineer on the other side of these pages.

DEPARTMENT OF WATER

County of Kauaʻi

“Water has no Substitute – Conserve It!”

MANAGER’S REPORT No. 26-14

October 23, 2025

Re: Discussion and Possible Action authorizing the Office of the County Attorney to retain special counsel to represent the Board of Water Supply, County of Kauaʻi in pursuing settlement claims involving manufacturers and distributors of PFAS or “forever chemicals” and related matters

BACKGROUND:

Recently, legal action was taken against major manufacturers and distributors of per- and polyfluoroalkyl substances (“PFAS”), commonly known as “forever chemicals.” A partial settlement in a multi-district litigation suit filed in federal court was reached. The partial settlement addresses claims related to PFAS contamination in drinking water. Currently, eligible owners of public water systems, like the Board, may evaluate and submit claims for compensation under this settlement. The processes and procedures to qualify for compensation are complex. As such, it is recommended the Board authorize the Office of the County Attorney pursuant to County Charter Section 8.06 to retain special counsel uniquely capable of navigating these types of settlements to assist the Board in evaluating and submitting claims for compensation.

FUNDING:

The Board appropriated \$25,000 for Special Counsel in its FY2026 Operating Budget (WU/Admin/Admin/Professional Services – General). However, it is typical for law firms to provide services on a contingency fee basis.

OPTIONS:

Option 1: Approve Manager’s Report as recommended.

Pro: This will allow the Department to procure Special Counsel to provide legal services.

Con: The exact cost, if any, is not yet known. It is possible that additional funds will be needed in the future.

Option 2: Do Not Approve Manager’s Report as recommended.

Pro: None known.

Con: The Board may not be eligible to submit and receive compensation from the PFAS settlement.

TS/cz

Attachment(s): None

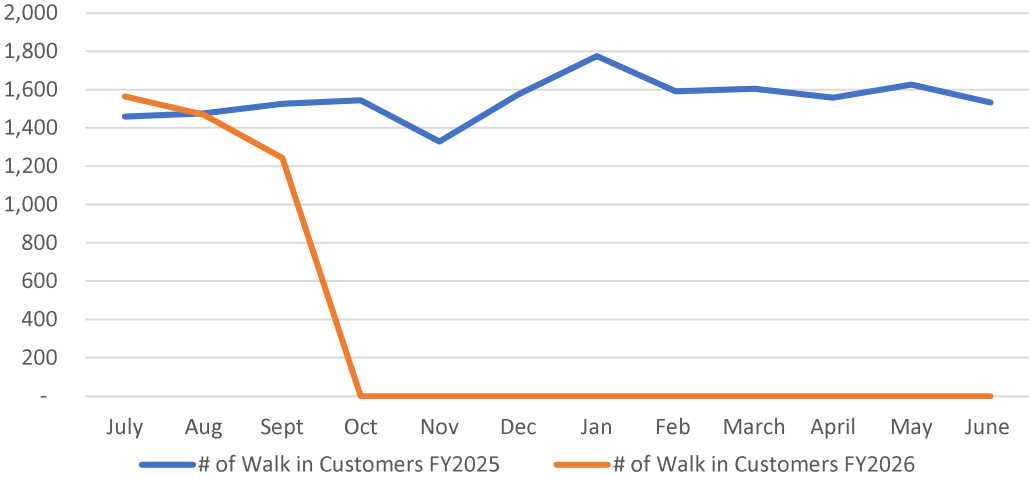
A horizontal splash of blue water with bubbles, positioned behind the text.

STAFF REPORTS

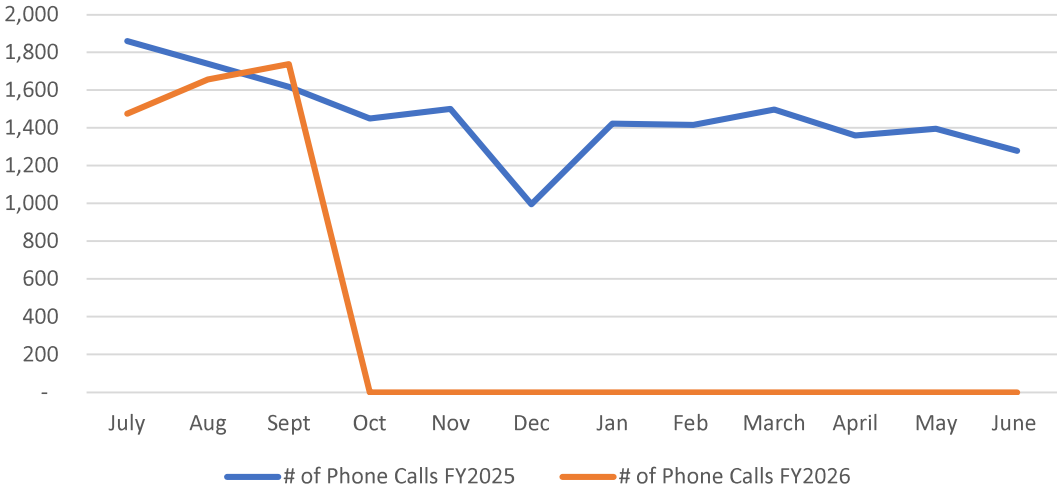


FISCAL DIVISION DASHBOARD

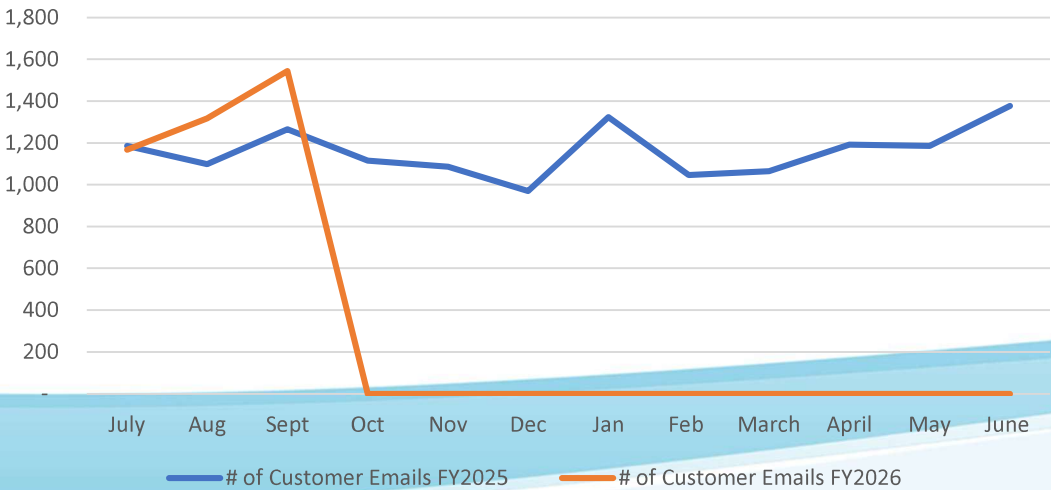
of Walk in Customers



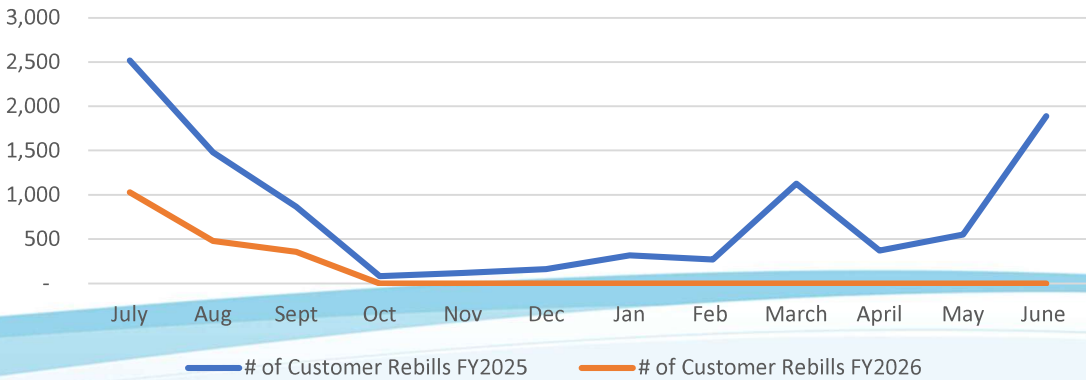
of Customer Service Calls



of Customer Emails and Correspondence



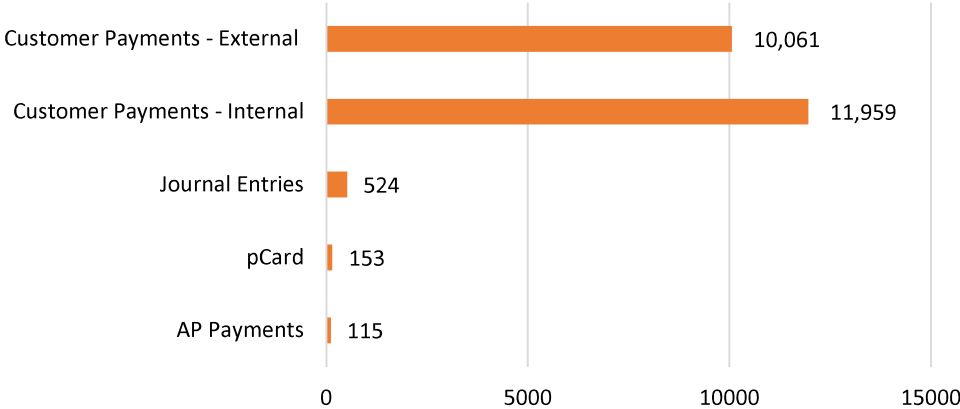
of Customer Rebills





FISCAL DIVISION DASHBOARD

Accounting Highlights

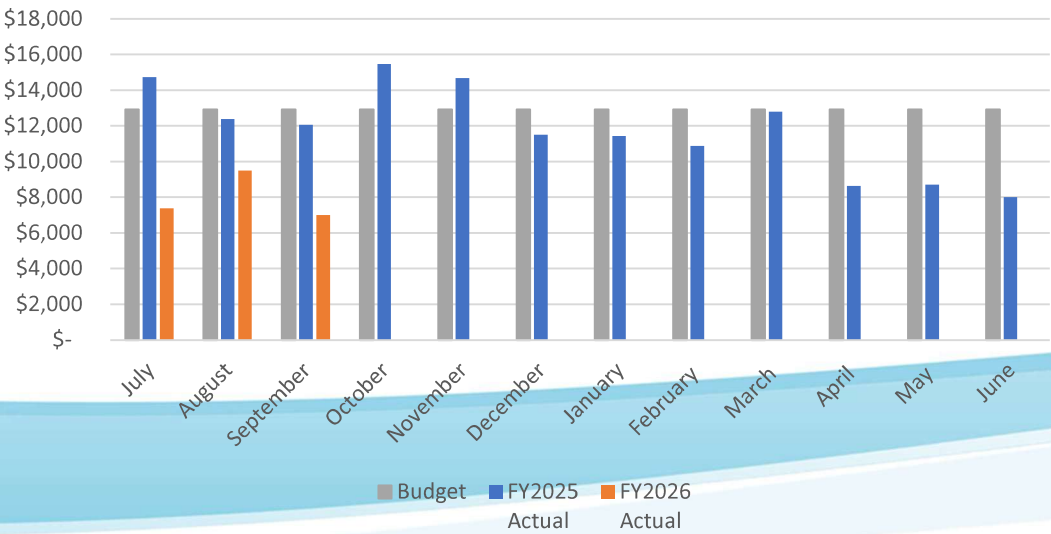


Transponder Replacement Highlights:

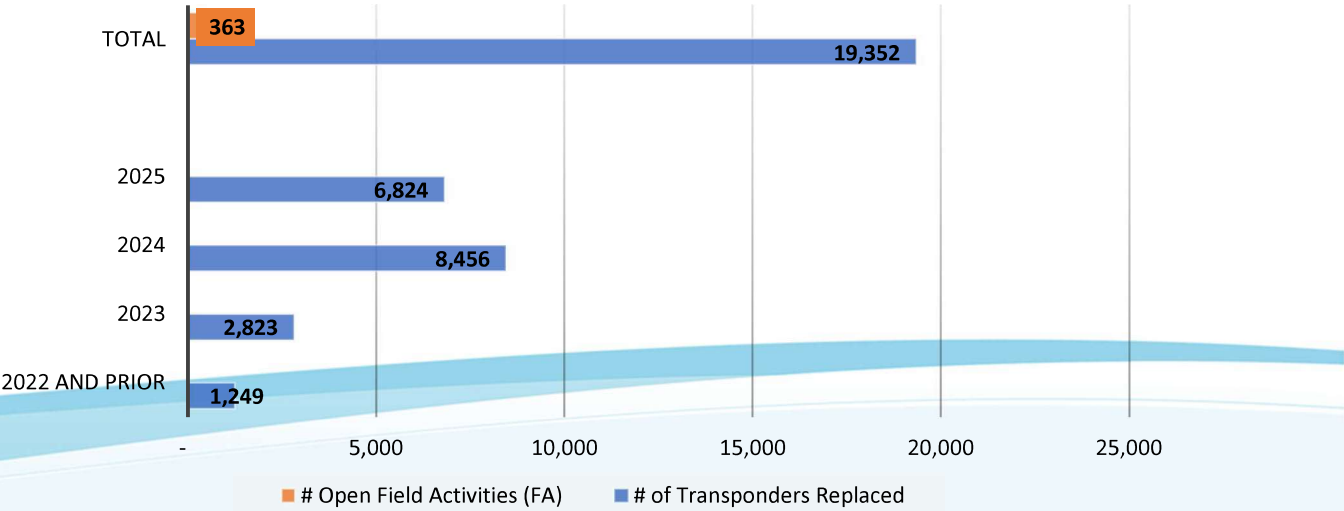
- 247 Transponders Replaced in September 2025.
- 84% Replaced to date.
- 2% Failed; awaiting replacement.
- 14% Active; expected to fail soon.

Monthly Transactional Volume processed and reconciled by the Accounting Team.

Overtime



Transponder Replacement Progress (Calendar Year)



Department Of Water Budget Report for September 2025

	September 2025			Fiscal Year 2026			
	Budget	Actual	Variance	Year to Date Budget	Year to Date Actual	Variance	Variance %
Operating Revenue	\$ 2,995,974.00	\$ 3,194,568.97	\$ 198,594.97	\$ 8,987,922.00	\$ 9,487,997.00	\$ 500,075.00	5.6.%
Expenses							
Labor *	\$ 1,278,478.42	\$1,135,324.60	\$ (143,153.82)	\$ 3,835,435.25	\$ 3,429,362.01	\$ 406,073.24	10.6.%
Services	1,361,349.08	540,617.71	820,731.37	4,084,047.25	1,295,229.01	2,788,818.24	68.3.%
Utilities & Materials	797,635.75	520,089.56	277,546.19	2,392,907.25	1,588,733.04	804,174.21	33.6.%
Total Operating Expenses	\$ 3,437,463.25	\$ 2,196,031.87	\$ 955,123.75	\$ 10,312,389.75	\$ 6,313,324.06	\$ 3,999,065.69	38.8.%
Debt Service Principal & Interest	216,441.00	279,737.61	(63,296.61)	5,012,177.00	5,319,811.54	(307,634.54)	(6.1.%)
Operating and Debt Expenses	\$ 3,653,904.25	\$ 2,475,769.48	\$ 891,827.14	\$ 15,324,566.75	\$ 11,633,135.60	\$ 3,691,431.15	24.1.%
Net Income (Loss)	\$ (657,930.25)	\$ 718,799.49	\$ 1,090,422.11	\$ (6,336,644.75)	\$ (2,145,138.60)	\$ 4,191,506.15	66.1.%

* Current month's labor is estimated

Capital Projects and Purchases**

	Fiscal Year Budget	September YTD 2026 Actual	Remaining Budget
Water Utility Funded Projects			
WU-IT-RandR Capital Purchases--	\$ 57,665.38		\$ 57,665.38
WU-IT-Expansion Capital Purchases--	978,197.32	74,921.07	903,276.25
WU-Eng-ALLR-17-10-KW-07 Paua Valley Tank Re	9,407.62		9,407.62
WU-Eng-ALLR-Hanapepe Stream Crossing	54,498.95		54,498.95
WU-Eng 11-04 LO-10 Lawai 6n8inch Main Repla	75,324.96		75,324.96
WU-Eng WK-08, Kapaa Homesteads 2-0.5MG Ta	2,597,000.00		2,597,000.00
WU -23-05 Weke, Anae, Mahimahi Hee 6-8 inch	3,424,663.00		3,424,663.00
WU-Eng-23-08 Hanapepe Town Well MCC	502,319.08		502,319.08
WU-Eng-Job 18-3 -Kuhio Hwy Hardy-Oxford 16ll	3,199,896.96		3,199,896.96
WU-Eng-56%R-Job 23-03 Kuhio Hwy Papaloa to	69,074.57		69,074.57
WU-Eng-16-4-WKK-03-Kilauea Wells MCC Rehak	233,462.60		233,462.60
WU-Eng Phase I-Demo Admin Bldg/MoveCondu	230,700.00		230,700.00
WU-23-02 WK-34, Kuamoo Rd 8" Main Replace	99,063.00		99,063.00
WU-Eng-WK-08-Kapaa Homesteads 2-0.5MG Ta	400,000.00		400,000.00
WU-Eng-WK-39 Kapaa Homesteads Well #4 Pun	2,400,000.00		2,400,000.00
WU-Eng PLH-35b, Kapaia Cane Haul Road 18" IV	1,124,375.70		1,124,375.70
WU-Eng-Security Fencing Admin Bldg	368,315.39		368,315.39
WU-Eng-Expansion Capital Purchases	13,867.01		13,867.01
Job 17-10 KW-07 Paua Valley Tank Repair	278,450.95		278,450.95
WU-Cns-44%R-09-01 Yamada Tank Clearwell, Ct	2,520,810.21	56,263.15	2,464,547.06
WU-Const-R&R-Tank Remediation Repair	32,899.55		32,899.55
Job 16-02 PLH-35B Kapaia Cane Haul Rd 18" Ma	2,990,220.00		2,990,220.00
Job 02-14 WK39 WK08 Kapaa Hmstd Well 4; Pk	194,120.62		194,120.62
WU-Ops-R&R-Upgrade and Replace SCADA RTU	19,498.65		19,498.65

WU-Ops-RandR Capital Purchases	3,274,252.87	240,082.74	3,034,170.13
WU-Ops-Expansion Capital Purchases	1,355,094.26	1,188.81	1,353,905.45
	\$ 26,503,178.65	\$ 372,455.77	\$ 26,130,722.88

FRC Funded Projects			
FRC-Eng-ALLE--H-08 Hanalei Well 2	\$ 130,000.00		\$ 130,000.00
FRC-Eng WK-08, Kapaa Homesteads 2-0.5MG Tanks	3,000,000.00	122,751.00	2,877,249.00
FRC-Eng-ALLE-12-02 WK-23 UH Expmntal Storage	198,957.00		198,957.00
FRC Eng 04-08 WK-39 Drill Kapaa Homestead Well No. 4	102,328.99	(122,751.00)	225,079.99
FRC-Eng-90%E-Kilauea 1.0MG Tank Job 02-06	7,212.24		7,212.24
Job 15-08-HW-11-Haena 0.2MG Tank	1,306.63		1,306.63
FRC-Eng-ALLE-Wainiha Well #4	200,000.00		200,000.00
Projects with budget but no activity			-
	\$ 3,639,804.86	\$ -	\$ 3,639,804.86

Build America Bonds Funded Projects			
Eng-ALLR-09-01 K-01 Kalaheo 1111FT & 1222FT	\$ 63,998.94		\$ 63,998.94
Eng-ALLE-02-14 WK-08 Kapaa Homesteads Tank	5,600,000.00		5,600,000.00
Eng WK-39, Drill/Dev Kapaa Homesteads Well No. 4	2,600,000.00		2,600,000.00
Cns-ALLE-02-06WKK15-Kilauea 466 Tank Puu Pa	9,706.76		9,706.76
Eng-98%E-02-01 Land for Kukuiohono Tank Site	53,508.05		53,508.05
Cons-Exp-Kapaia Cane Haul Road	1,091,650.00		1,091,650.00
	\$ 9,418,863.75	\$ -	\$ 9,418,863.75

State Allotment Funded Projects			
WK-08-Kapaa Homesteads 2-0.5MG Tanks	\$ -		\$ -
17-10-KW-07 Paua Valley Tank Repair	-		-
WK-39, Kapaa Homesteads Well No. 4 Pump and	-		-
PLH-27 Kūhiō Highway (Hardy-Oxford) 16' Main	-		-
	\$ -	\$ -	\$ -

State Revolving Funded Projects			
WK-08, Kapaa Homesteads 2.0 5MG Tanks	\$ 5,200,000.00		\$ 5,200,000.00
Yamada Tank Conn Pipe	4,128,478.23		4,128,478.23
	\$ 9,328,478.23	\$ -	\$ 9,328,478.23

Total Capital Projects	\$ 48,890,325.49	\$ 372,455.77	\$ 48,517,869.72
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Selected Divisions

	September 2025			Fiscal Year 2026			
	Budget	Actual	Variance	Year to Date Budget	Year to Date Actual	Variance	Variance %
Engineering	\$ 931,395.00	\$ 345,585.61	\$ 585,809.39	\$ 2,794,185.00	\$ 831,004.74	\$ 1,963,180.26	70.3.%
Fiscal	234,918.00	199,417.32	35,500.68	704,754.00	574,387.81	130,366.19	18.5.%
Operations	1,441,899.00	1,082,850.48	359,048.52	4,325,697.00	3,265,982.59	1,059,714.41	24.5.%
	\$ 2,608,212.00	\$ 1,627,853.41	\$ 980,358.59	\$ 7,824,636.00	\$ 4,671,375.14	\$ 3,153,260.86	40.3.%

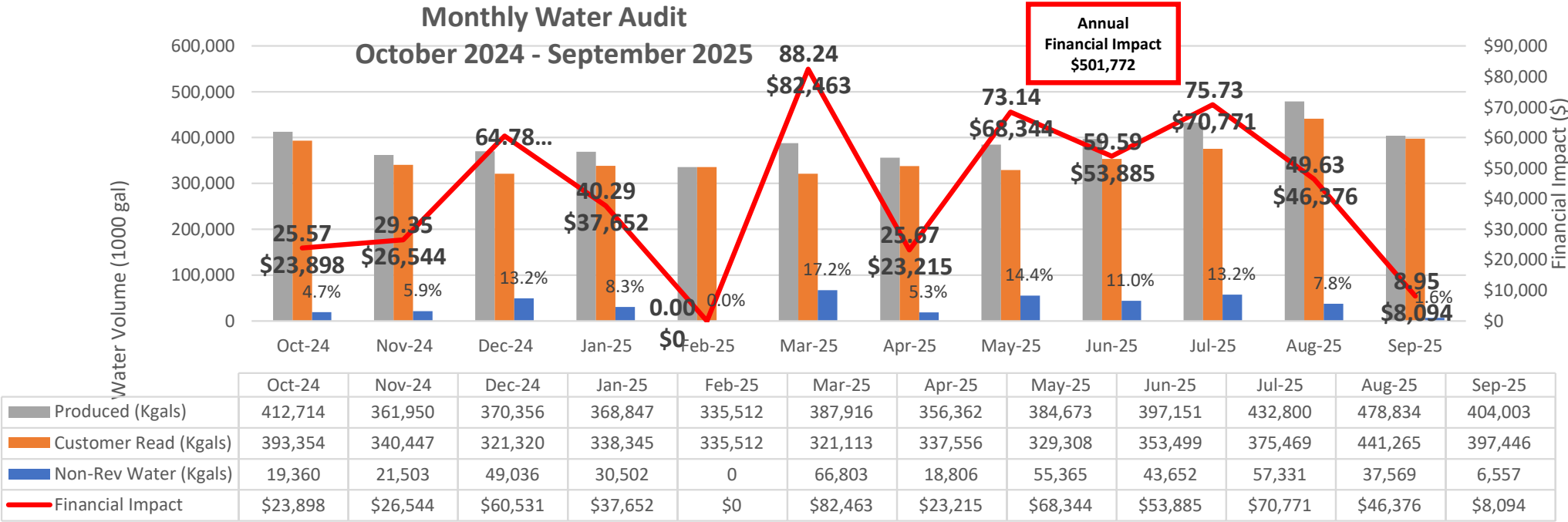
CASH RECEIPTS		TOTAL	2026	2025	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010
BEGINNING CASH BALANCE		\$ 60,000,000.00													\$ -	\$ -	\$ -	\$ -	\$ 60,000,000.00
Bond Proceeds																			
Interest Income		\$ 2,700,935.43	\$ 63,006.21	\$ 382,235.75	\$ 406,245.12	\$ 10,145.00	\$ (321,259.46)	\$ 1,406.49	\$ 318,033.00	\$ 239,725.76	\$ 136,213.08	\$ 43,433.92	\$ 62,650.14	\$ 246,093.42	\$ 1,113,007.00				
TOTAL RESOURCES		\$ 62,700,935.43	\$ 63,006.21	\$ 382,235.75	\$ 406,245.12	\$ 10,145.00	\$ (321,259.46)	\$ 1,406.49	\$ 318,033.00	\$ 239,725.76	\$ 136,213.08	\$ 43,433.92	\$ 62,650.14	\$ 246,093.42	\$ 1,113,007.00	\$ -	\$ -	\$ -	\$ 60,000,000.00
201- BAB - CIP		\$ -																	
Cost of Issurance		\$ 535,838.66																	\$ 535,838.66
217 EA-194 Hanalei River & Moelepe Stream Pipeline		\$ 741,141.50																	\$ 741,141.50
218 Job 02-18	Pipeline replacement, Kapaa Homesteads	\$ 2,941,979.00															\$ 966,229.51	\$ 1,975,749.49	
219 Job 04-02	Main replacement, Vivian Heights and Apopo Road and Kanahahele Road	\$ 2,651,730.99														\$ 105,007.40	\$ 476,365.60	\$ 2,070,357.99	
220 Job 03-02	Anahola 0.15 MG Tank Renovation	\$ 1,571,169.09													\$ 417,459.47	\$ 738,342.29	\$ 348,437.12	\$ 66,930.21	
684 Job 05-01	Waimea Main Replacement	\$ 3,272,975.12															\$ 112,524.38	\$ 3,160,450.74	
687 Job 02-03	Kekaha 12" Main Replacement and Waimea Canyon Drive 12" Main Replacement	\$ 677,234.29															\$ 8,796.00	\$ 668,438.29	
221 Job 10-01	Pipeline replacement, Anini Road	\$ 724,652.00								\$ 320.25		\$ 40,444.75	\$ 99,727.00		\$ 75,360.00	\$ 91,600.00	\$ 331,800.00	\$ 85,400.00	
222 Job 10-02 & 13-03	Kaunualii Hwy widening, Anonoui St to Lihue Mill Bridge	\$ 5,208,503.03													\$ 603,320.00		\$ 4,368,972.73	\$ 236,210.30	
223 Job 05-06	PLH-25, 8" Main Replacement, Eiwa, Umi, Akahi, Elua & Hardy/Alohi Streets	\$ 2,710,970.00														\$ 207,527.45	\$ 1,837,108.24	\$ 666,334.31	
224 Job 02-16	Rehabilitation of Maka Ridge Deepwell Tank, Pipeline and Rdway, Ohana, Anolani & Kuamoo Roads	\$ 1,381,988.40													\$ 70,243.40	\$ 816,129.43	\$ 495,615.57		
227 Waimea Well A Renovation		\$ 639,282.53														\$ 299,937.43	\$ 308,235.45	\$ 31,109.65	
326 Job 02-02	Omao 0.5 MG Tank and connecting Pipeline	\$ 2,519,540.05															\$ 1,105,978.21	\$ 1,413,561.84	
228 Koloa Tank Site Acquisition		\$ 500,991.73																\$ 500,991.73	
230 Job 02-08	Rehabilitation of Eleele Twin 0.4 MG Steel Tanks	\$ 2,018,853.05													\$ 419,657.59	\$ 820,325.86	\$ 654,054.56	\$ 124,815.04	
231 Job 02-19	Waipouli Main Replacement to Akulikuli	\$ 2,229,690.39													\$ 140,809.76	\$ 460,829.74	\$ 1,628,050.89		
232 Job 02-14	Kapaa Homesteads 0.5 MG Tank #2 and Kapahi 1.0 MG Tank	\$ 410,240.21				\$ 104,355.40	\$ 12,281.25			\$ 28,276.20	\$ 181,031.23	\$ 33,913.47				\$ 4,820.46	\$ 44,327.74	\$ 1,234.46	
233 Job 09-01 K-01, K-12	Kalaheo 1111' & 1222' Water System Improvement	\$ 63,998.94		\$ 63,998.94	\$ (1,117,183.23)	\$ 54,579.24	\$ 5,326.25	\$ 30,660.00	\$ 67,910.95	\$ 40,510.00	\$ 252,930.74	\$ 4,084.44	\$ 41,155.98	\$ 29,424.45		\$ 54,561.67	\$ 505,005.23	\$ 31,034.28	

CASH RECEIPTS		TOTAL	2026	2025	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010																			
683	Job 04-06	Kekaha Well B Renovation	\$	627,165.43												\$	42,828.60	\$	265,223.57	\$	319,113.26																	
234	Kukuiofono Water Tank Site Acquisition		\$	302,396.47															\$	302,396.47																		
235	Job 05-05	Nawiliwili, Niumalu and Kupolo 6", 8" and 12" Main replacement	\$	3,150,226.75												\$	689,732.75	\$	2,460,494.00	\$	-																	
237	Job 11-02	Replacement Grove Farm Tanks #1 & #2	\$	201,658.00							\$	24,767.90	\$	33,185.10	\$	-	\$	67,905.00	\$	44,165.00	\$	-	\$	31,635.00	\$	-												
692	PLH-39 Lihue Baseyd		\$	7,755,133.98						\$	15,035.86	\$	544,777.77	\$	575,693.09	\$	5,951,097.31	\$	1,510.40	\$	1,466.25	\$	382,445.74	\$	283,107.56	\$	-											
621	Job 02-06	Kilauea 1.0 MG Tank	\$	16,329.20			\$	(234,643.96)			\$	17,438.16	\$	13,380.00				\$	73,995.00	\$	93,310.00	\$	52,850.00															
238	Job 11-04	Lawai-Omao Water Main Replacement & Service Improvements	\$	71,737.50										\$	5,967.45			\$	30,745.05	\$	35,025.00																	
239	Job 02-17	Maka Ridge Facilities Rehabilitation and Princeville Interconnection Plan	\$	2,333,850.55										\$	244,226.89	\$	276,328.78	\$	1,813,294.88																			
240	Job 11-03	Land and Well Acquisition, Moloaa and Waimea, Kauai	\$	159,938.00							\$	3,678.00	\$	25,300.00	\$	14,160.00		\$	23,290.00	\$	71,730.00	\$	21,780.00															
242	Job 02-11	Moloaa Land Acquisition	\$	-																																		
243	Job 11-06	Rehabilitate Moelelpe Tunnel and improve access road	\$	19,200.00																		\$	19,200.00															
244	K-05A Kukuiofono 0.5 MG 886' Tank		\$	193,578.95							\$	67,715.05	\$	61,552.30		\$	64,311.60																					
	Job 11-10	8" WL Halewili Kaumualii to Hale	\$	694,331.55								\$	282,186.78	\$	412,144.77																							
	Job 11-07	MCC Chlor KoloaWell16-A,B,E	\$	3,667,032.67					\$	44,513.76	\$	1,623,383.03	\$	1,999,135.88																								
	Job 04-08	Kapaa Homesteads Well #4	\$	1,502,796.10			\$	32,504.61	\$	162,138.43	\$	43,250.00	\$	588,360.39	\$	676,542.67																						
TOTAL			\$	51,496,154.13	\$	-	\$	63,998.94	\$	(1,351,827.19)	\$	191,439.25	\$	179,745.93	\$	73,910.00	\$	700,785.10	\$	2,401,506.17	\$	3,087,416.57	\$	1,056,359.93	\$	6,518,285.06	\$	349,034.19	\$	2,210,406.85	\$	6,723,168.75	\$	16,360,816.36	\$	11,654,128.06	\$	1,276,980.16
Cash & Investment Balance			\$	11,204,781.30																																		

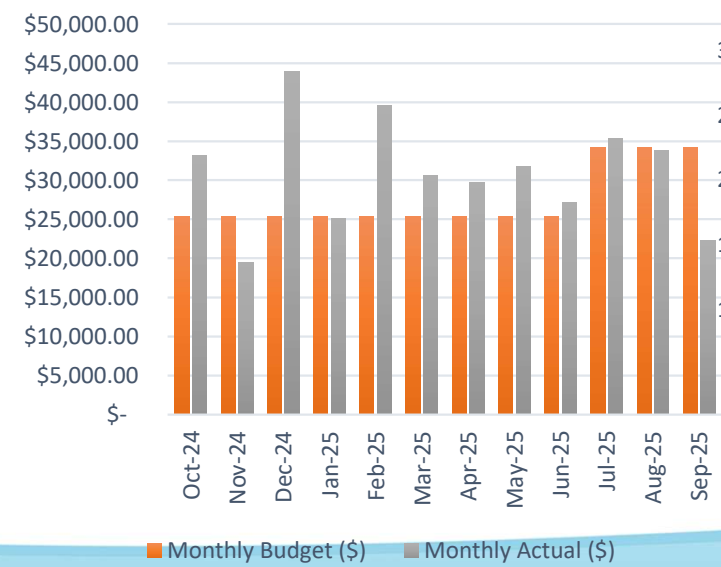


- Ops Highlights:
- 1. Recruited for Equipment Operator II, Waterworks Programs Assistant, and Water Service Investigator II & I.
 - 2. Interviewed for Maintenance Worker Aide and Program Support Assistant II.
 - 3. Training performed in September for Communicating with Tact & Professionalism, Respirator Fit Test, CDL Driver Improvement, and Excavating/Trenching.

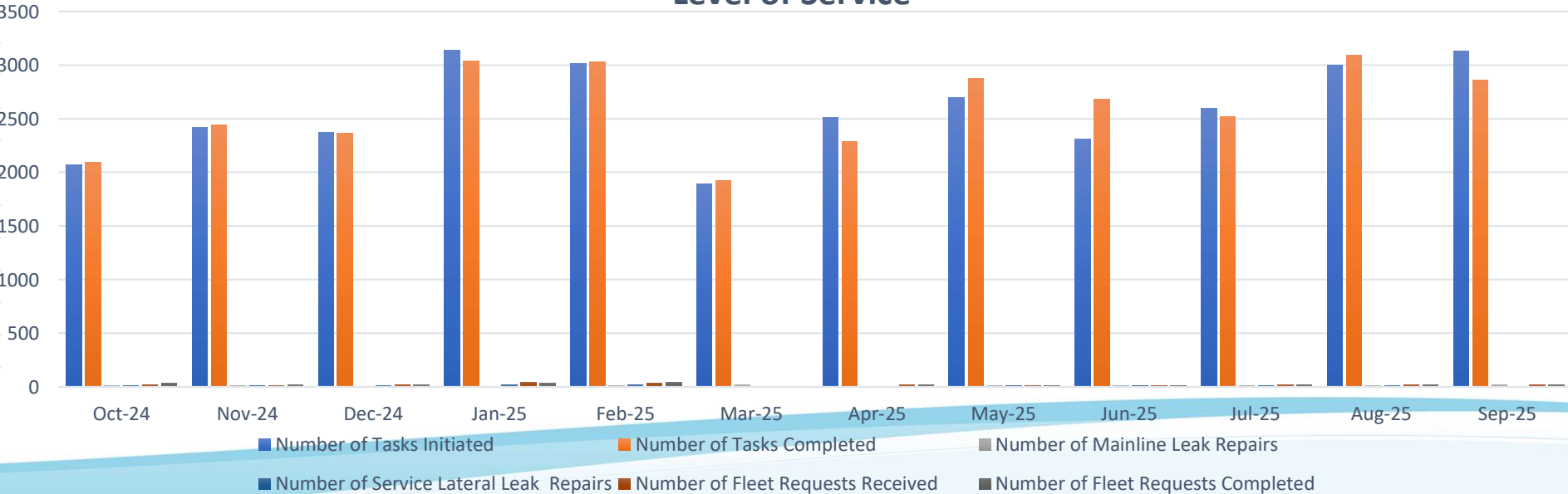
OPERATIONS DASHBOARD



Overtime



Level of Service



OPERATIONS

	Last Month		Current Month		Previous FY		Current FY	
					Year to Date		Year to Date	
STAFFING								
Budgeted Staff Vacancies	44	15	44	15	50	9	44	15
OVERTIME								
Budget (\$) Actual (\$)	\$34,166.67	\$33,766.27	\$34,166.67	\$22,280.21	\$76,250.00	\$112,939.67	\$102,500.00	\$91,377.02
FLEET MANAGEMENT								
# of Fleet Requests Received	18		19		66		56	
# of Fleet Requests Completed	24		18		59		65	
METER PROGRAM								
# of Existing Meters Replaced	1		1		168		3	
# of Existing Meters Repaired	329		266		1093		1011	
# of New Meters Installed	8		3		25		30	
# of New Laterals Installed	0		0		2		0	

OPERATIONS



LEVEL OF SERVICE

	Last		Current		Previous		Current	
	Month		Month		FY YTD		FY YTD	
# of Tasks Initiated	2999		3133		8086		8728	
# of Tasks Completed	3095		2860		8796		8473	
# of Mainline Leak Repairs	11		19		59		47	
# of Service Lateral Leak Repairs	12		9		65		35	
# of Calls for Service	215		194		669		578	
# of Temporary Hydrant Meters Installed	4		1		6		6	
# One Call Request Received Completed	86	88	102	91	132	132	269	254
# of Hydrant Hits	2		2		6		6	

WATER AUDIT

	Last	Current Month	Previous	Current
	Month		FY YTD	FY YTD
Water Produced (Million Gallons)	478.834	404.003	1322.798	1315.637
Customer Meter Reading (Million Gallons)	441.265	397.446	982.018	1214.180
Non-Revenue Water (Million Gallons)	37.569	6.557	340.780	101.457
Non-revenue %	8%	2%	26%	8%
Financial Impact	\$46,375.92	\$8,094.09	\$420,665.65	\$125,240.55



ENGINEERING DASHBOARD

	Last Month		Current Month		Previous FY Year to Date		Current FY Year to Date	
STAFFING								
Budgeted Staff Vacancies	25	4	25	4	24	5	-	-
OVERTIME								
Budget (\$) Actual (\$)	\$15,400	\$20,300	\$15,400	\$11,500	\$38,800	\$63,300	\$46,300	\$50,700

	Last Month		Current Month	
PROJECT MANAGEMENT				
DOW Projects In Design In Construction	8	12	8	12
Private Projects Design Approved In Construction	4	169	5	171
Private Projects Construction Completed	3		0	

CIP Project Highlights:

- Kapa‘a Homesteads 325’ Tanks
 - Reviewing submittals
 - Probing for water line starting week of 10/20/25
- Pu‘u Pane 1.0 MG Tank
 - Completing permitting and bid docs to bid FY26
 - Coordinating funding with DOH SDWB for DWSRF Loan
- Kalāheo Water System Improvements
 - Working on change order proposal to upgrade booster pumps at 908’ Tank site and Yamada Tank site
- UH Experimental Station 605’ Tank
 - Tank and driveway agreed upon
 - Moving forward with water line profile
- Hā‘ena 0.2 MG Tank
 - Completing permitting and bid docs to bid FY26
 - Coordinating funding with DOH SDWB for DWSRF Loan
- Kīlauea Wells 1 & 2 MCC, Chlorination Facilities
 - Temporary MCC shipped
 - Scheduled to arrive November 2025
- Kūhiō Hwy (Hardy-Oxford) 18” Main Replacement
 - Probing for water line started week of 10/13/25

ENGINEERING DASHBOARD

	Last Month		Current Month		Previous FY Year to Date		Current FY Year to Date	
WATER RESOURCES AND PLANNING								
Number of Customer Requests Received Completed								
Subdivision Applications, Zoning, Land Use and Variance Permits	10	18	8	5	19	19	30	26
ADU/ARU Clearance Applications	18	10	13	0	11	12	37	17
Building Permits	176	136	157	177	501	494	433	418
Water Service Requests	39	30	35	24	97	87	96	84
Government Records Request	4	5	5	5	10	6	11	15
Backflow Inspection # of Devices Tested	89		52		432		239	

DOW Project Highlights:

- Water Systems Investment Plan (WSIP)
 - Held public meetings for CIP Projects between 9/23/25-9/30/25
 - Held DHHL beneficiary meetings for CIP Projects on 10/1/25, 10/2/25
 - Working on Rate Study Update
 - Working on FRC Update
- Kaua'i Water Use and Development Plan (KWUDP)
 - Coordinating amendment to address near-term conditions
- As-Needed Grant Writing and Preparation Services
 - Applied for WaterSMART Grant for AMI Meters 11/13/24

QUARTERLY UPDATE

Period of July 1, 2025 to September 30, 2025

ENGINEERING DIVISION

Submitted by: Jason Kagimoto, P.E.

DEPARTMENT OF WATER

October 23, 2025

Overview

- **Water Resources and Planning Section**

- Subdivision-Land Use Applications Completed = 26
- ADU/ARU Clearance Applications Completed = 17
- Building Permit Applications Reviewed = 418
- Water Service Requests Completed = 84
- Backflow Devices Inspected and Tested = 239
- KWUDP Update – Working on amending contract to address near-term conditions
- WSIP – Performed Public Meetings and DHHL Beneficiary Meetings for CIP Projects; Working on Rate Study and FRC Update
- As-Needed Grant Writing and Preparation Services
 - Waiting to hear back on USBR WaterSMART Grant

- **Project Management Section**

- 8 active DOW CIP design projects
- 12 active DOW CIP construction projects (\$73M total)
- Kapa'a Homesteads 325' Tanks – Working on submittals; probing for water line started
- Pu'u Pane 1.0 MG Tank – Bidding FY26
- Kalāheo Water System Improvements – Majority of current SOW complete, looking to add scope to upgrade an existing BPS and construct a new BPS
- Hā'ena 0.2 MG Tank – Bidding FY26
- Kūhiō Highway (Hardy-Oxford) 16" Main Replacement – Working on submittals; probing for water line started
- Weke, 'Anae, Mahimahi and He'e Roads Main Replacement – Contractor to mobilize in late December/January to complete work in County ROW
- Kapa'a Homesteads Well No. 4 Pump and Controls – Working on completing drain line
- Līhu'e Administrative Building Fencing – In construction
- Līhu'e Baseyard Electrical Relocation – Submittals complete, waiting for materials to be delivered

Water Restriction Areas

Water System/Sub-System	Restrictions (5/8-inch water meter or number units per lot)	Inadequate Facilities	Comments
Upper Lāwaʻi	2	Storage	Administration Approved
Poʻipū	300	Storage	Board Approved (50% of new tank allowed for new development; 50% to make up storage deficit
Wailua Homesteads	5	Storage	Administration Approved
Upper Wailua Homesteads	2	Storage	Administration Approved
Kapaʻa Homesteads	5	Source	Board Approved
Moloaʻa	0	Source and Storage	Water Purchase Agreement
Kīlauea-Kalihiwai	5	Source and Storage	Administration Approved
Aliomanu – Kukuna Road	0	Transmission	Administration Approved
ʻAnini	1	Source and Storage	Water Purchase Agreement
Upper Wainiha Valley	1	Storage	Administration Approved
Wainiha – Hāʻena	3	Storage	Administration Approved

Water Plan 2020 Construction Project Status

WP 2020 NUMBER	JOB NO	PROJECT TITLE	% COMPLETE SEPT 2025	ORIGINAL ESTIMATE TO COMPLETE	CURRENT ESTIMATE TO COMPLETE	CURRENT CONTRACT AMOUNT
WK-08	02-14	Kapa'a 325' Tanks – Package A Drain Line	90%	Q3 2019	Q1 2026 (1)	\$2,605,418.35
WK-08	02-14	Kapa'a 325' Tanks – Package B 2 0.5MG Tanks	5%	Q1 2027	Q1 2027	\$23,347,000.00 (2)
WK-39		Drill and Test Kapa'a Homestead Well No. 4	80%	Q3 2019	Q1 2026 (1)	See First Line
K-01 & K-12	09-01	Kalaheo Water System Improvements Package A – 0.5 MG Yamada Reservoir Package B – 0.1 MG Clearwell Reservoir Package C – Water Main Installation	90%	Q1 2025	Q3 2026 (3)	\$21,792,073.48 (4)
PLH-35B	16-02	Kapaia Haul Cane Road 18" Transmission Line	10%	Q3 2019	Q4 2026 (5)	\$4,127,545.00
WKK-03	16-04	Kilauea Wells Nos. 1 and No. 2, MCC, Chlorination Facilities	40%	Q3 2024	Q2 2026	\$3,544,469.18 (6)
KW-07	17-10	Rehabilitate Paua Valley Tank No. 1, 0.5 MG Tank	99%	Q2 2021	Q3 2025	\$3,694,829.86 (7)
PLH-27	18-03	Kūhiō Hwy (Hardy-Oxford) 18" Main Replacement	0%	Q4 2026	Q4 2026	\$5,013,270.50 (8)
H-05	23-05	Weke, Anae, Mahimahi and Hee Roads 6" and 8" Main Replacement	15%	Q4 2026	Q4 2026	\$3,089,000.00
	24-05	Kapa'a Homesteads Well No. 4 Pump and Controls	5%	Q4 2027	Q4 2027	\$7,683,000.00 (9)
HE-03a	23-08	Hanapēpē Town Well MCC, Chlorination Fac.	20%	Q3 2025	Q3 2025	\$150,000.00
					TOTAL =	\$71,901,729.10

(1) Additional contract time required to obtain land-owner approval for DOW drainage easement and construct drain line

(2) \$7.25M State appropriation

(3) Additional contract time required to add in two booster pump stations

(4) \$10.2M State appropriation, \$5.2M DWSRF Loan Principal Forgiveness

(5) Project issued stop work order and is on hold while performing environmental permitting

(6) \$2.6M State appropriation

(7) \$1.2M State appropriation

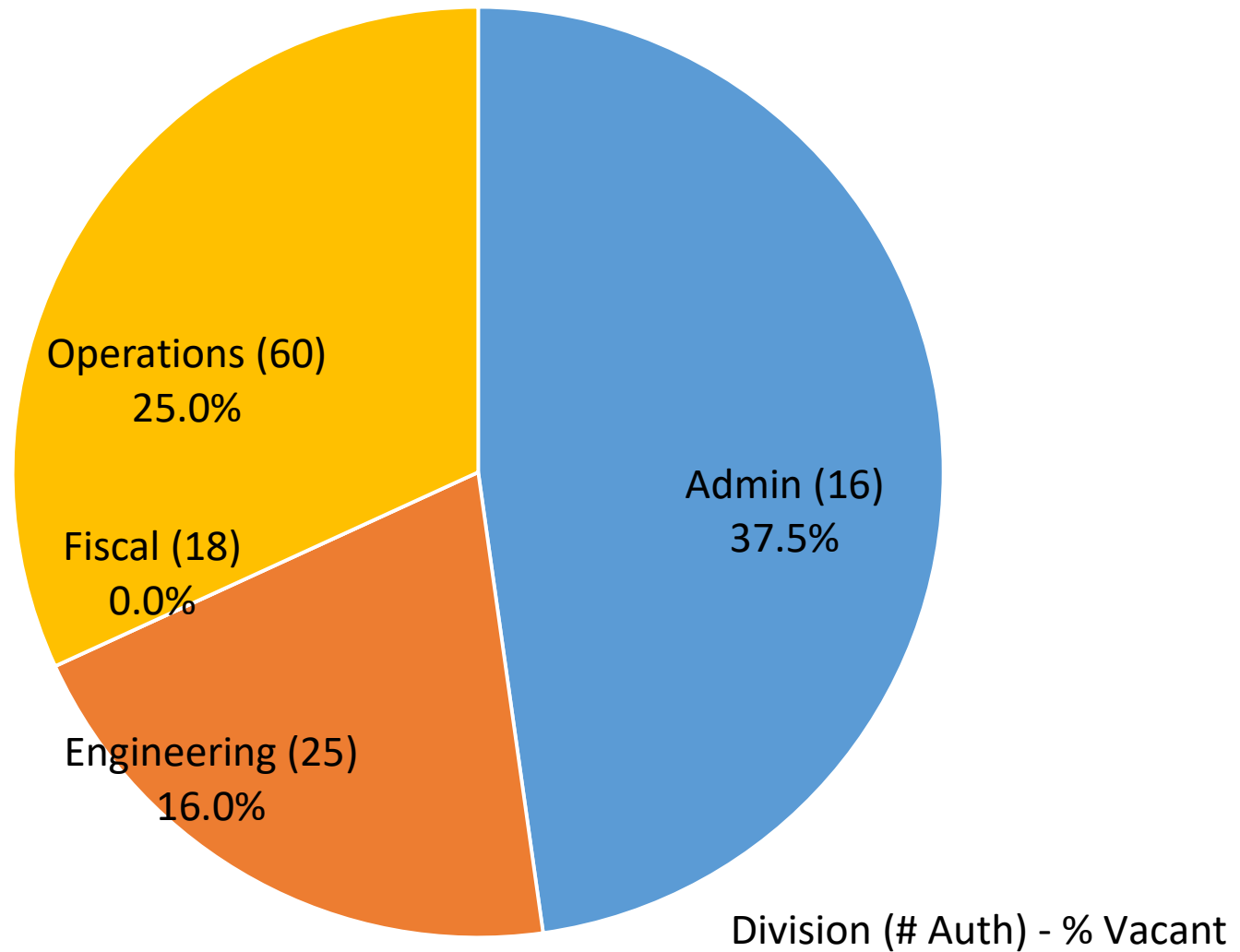
(8) \$2.5M State appropriation

(9) \$2.6M State appropriation

Supplemental Support Services

Contract Number	Company	Professional Service	Contract Amount	Amount Invoiced	Number of PAOs
728	RM Towill, Inc.	As-Needed CM	\$1,000,000	\$38,000	4
747	Kennedy/Jenks	As-Needed PM and Inspectional Services	\$1,000,000	\$329,000	6
763	Brown and Caldwell	As-Needed GIS and Hydraulic Modeling Services	\$99,600	\$98,800	2
767	Maddaus Water Management	As-Needed Grant Writing and Preparation Services	\$100,000	\$86,800	4

% Vacancy Within Each Division Level



July 1, 2025 - September 30, 2025														
Claimant(s) - Attorney	Department	Basis of claim	Status	Filed with Office	Close Date	Attorney	Reason Closed	Date of Loss	Place of Incident	Claim Amount	Settled Amount	Claim Type	Claim Sub-type	Corrective Recommendation
Claim: Christina Warner	Department of Water	Hit pot hole on Kuhio Hwy. near coconut marketplace. Pot hole popped tire. I tried to pull over but there is no shoulder. Rolled into Aloha Roastery. When I pulled in the driveway another couple who were Tourist told me the same pot hole just popped their rental car tire. My car does not have a spare tire due to it being new and a hybrid car was towed to tire warehouse in Lihue. Where new tire was installed and purchased. I called the non emergency phone number 808-241-1711 to report but hole and it just popped 2 tires.	Closed	03/13/2025 Re-open 05/29/2025	03/27/2025 07/24/2025	Donahoe, Christopher M	Settlement	03/07/2025	Kūhiō Hwy, Kapa'a (near Coconut Market place)	\$330.79	\$330.79	VD: Vehicle Damage	Pot hole	Pot hole fixed
Claim: Feliciano Alcantara	Department of Water	Water crew was working on water line up the street. High pressure cause water line leading to house, to burst. Water crew tried to patch broken line but was unable. Suggested we contact plumber. Other lines broke on our street but out side fence lines. Big backhoe was used to fix those breaks. Because burst happened under foundation (or close to it), New line had to be rerouted.	Open	9/19/2025		Torigoe, Kimberly		9/9/2025	3773 Waihothonou Rd, Kōloa	\$3,878.74	\$0.00	PPD: Personal Property Damage		All pipe crews & Supervisors received training on 9/10/2025.

DEPARTMENT OF WATER
County of Kaua‘i
“Water has no substitute – Conserve It!”

MANAGER’S UPDATE

June 19, 2025

Pursuant to Board Policy No. 3

**1. FIRST AMENDMENT TO CONTRACT NO. 747 WITH KENNEDY/JENKS CONSULTANTS, INC.
JOB NO. 23-12, AS-NEEDED PROJECT MANAGEMENT AND INSPECTIONAL SERVICES, LIHU‘E, KAUA‘I, HAWAII**

RECOMMENDATION:

It is recommended that the Manager approve the First Amendment to Contract No. 747 with Kennedy/Jenks Consultants, Inc. for a contract time extension of 180 calendar days to allow for additional project assignment orders to be identified by the Board.

FUNDING:

Account No.	10-20-10-540-010		
Acct Description	WU/Eng/Admin/Professional Services		
Funds Available	Verified by WWC		\$N/A
Contract No.	747		
Vendor	Kennedy/Jenks Consultants, Inc.		
	Contract Amount	\$1,000,000.00	
	5% Contingency	\$N/A	
	Total Funds Certified To Date	\$1,000,000.00	
First Amendment:			
Additional contract time of 180 calendar days		\$0.00	
	Total Amendment	\$0.00	<\$N/A>
Contract Amount To Date		\$1,000,000.00	

BACKGROUND:

Contract NTP Date: June 26, 2023
Original Contract End Date: June 24, 2025
New Contract End Date: 180 calendar days from NTP of Amendment 1

This contract amendment will allow for additional project assignment orders to be identified by the Board.

**2. CHANGE ORDER NO. 3 FOR CONTRACT NO. 753 WITH HAWAII DRILLING & PUMP SERVICES, LLC
JOB NO. 24-10 PIWAI WELL NO. 3 REPAIR**

RECOMMENDATION:

It is recommended that the Manager approve Change Order No. 3 for Contract No. 753 with Hawaii Drilling & Pump Services, LLC, for a no cost time extension to continue troubleshooting motor issues.

FUNDING:

Account No.	10-40-60-561-000		
Acct Description	WU/Ops/TandD/Repairs and Maintenance – Other than Water System		
Funds Available	Verified by WWC		\$N/A
Contract No.	753		
Vendor	Hawaii Drilling & Pump Services, LLC		
	Contract Amount	\$245,000.00	
	5% Contingency	\$11,640.00	
	CO1 (06/20/24)	\$610.00	
	CO2 (01/23/25)	\$0.00	
	Total Funds Certified To Date	\$257,250.00	
Amendment:			
CO3		\$0.00	
	Total Amendment	\$0.00	\$N/A
Contract Amount To Date		\$245,610.00	

BACKGROUND:

Contract NTP Date: February 26, 2024
Original Contract End Date: November 22, 2024
New Contract End Date: August 29, 2025

The pump and motor require additional troubleshooting, which includes removal of the pump and motor.

3. MEMORANDUM OF UNDERSTANDING BETWEEN THE OFFICE OF THE AUDITOR, STATE OF HAWAI'I AND DEPARTMENT OF WATER, COUNTY OF KAUA'I

RECOMMENDATION:

It is recommended that the Manager approve a Memorandum of Understanding between the Office of the Auditor, State of Hawai'i and the Department of Water, County of Kaua'i, to perform audit services for FY ending June 30, 2025, 2026, and 2027.

FUNDING:

Account No.	10-31-10-540-010	
Acct Description	WU/Acctg/Admin/Professional Services - General	
Funds Available	<i>Verified by WWC</i>	\$4,600.00
Contract No.	MOU	
Vendor	Office of the Auditor, State of Hawai'i	
	Contract Amount	\$14,400.00
	5% Contingency	N/A
Total Funds Certified (Year 1 - FY2025)		<\$4,600.00>

BACKGROUND:

The Office of the Auditor coordinates the audit of the of the Employee's Retirement System of the State of Hawai'i ("ERS") to meet the Governmental Accounting Standards Board ("GASB") reporting requirement for GASB 68.

The Department of Water ("DOW") is a participating employer of the ERS pension fund and by participating in this MOU, the DOW will receive a copy of the audited schedule of employer allocations for pension expense, deferred outflows of resources, deferred inflows of resources and net pension liability. This information will be used in the annual preparation of the DOW's financial statements.

The total contract amount of \$14,400.00 is for a period of three years and the annual cost-share will be budgeted for each fiscal year as stated below and in the MOU. (Reference MR#25-____)

Year 1 (FY 2025) = \$4,600.00

Year 2 (FY 2026) = \$4,800.00

Year 3 (FY 2027) = \$5,000.00

**4. FIRST AMENDMENT TO MEMORANDUM OF UNDERSTANDING WITH
COUNTY OF KAUAI, DEPARTMENT OF PUBLIC WORKS – WASTEWATER
DIVISION (DPW)
WATER CONSUMPTION DATA FROM CC&B**

RECOMMENDATION:

It is recommended that the Manager approve the First Amendment for Memorandum of Understanding between DOW and DPW for term extension of 12 months.

FUNDING:

No funds requested.

BACKGROUND:

Contract NTP Date: May 13, 2025
Original Contract End Date: June 10, 2025
New Contract End Date: June 10, 2026

The DPW requested assistance from DOW to provide water consumption data from its CC&B software application, for their commercial accounts that are invoiced based on water consumption and provide bi-monthly billing statements. The Memorandum of Understanding allows for time extension for continued services; therefore, extending the MOU term for an additional 12 months.

CONVEYANCE OF WATER FACILITIES NONE