

MINUTES
BOARD OF WATER SUPPLY
Tuesday, January 20, 2026

The Board of Water Supply, County of Kaua'i, met in a regular meeting in Lihu'e on Tuesday, January 20, 2026. Chair Tom Shigemoto called the meeting to order at 9:31 a.m. The following Board members were present:

BOARD:

Mr. Tom Shigemoto, *Vice-Chair*
Ms. Micah Finnila (*remote*)
Mr. Clyde Kodani
Ms. Julie Simonton
Mr. Eric Fujikawa
Mr. Troy Tanigawa (*remote*)
Ms. Anastacia Perry, *Student member*

EXCUSED:

Mr. Ka'aina Hull

Quorum was achieved with 4 members present at Roll Call; Board member Tanigawa entered the meeting at 10:38 a.m.

ANNOUNCEMENTS

1. Next Scheduled Board Meeting: Thursday, February 19, 2026

APPROVAL OF AGENDA

The agenda was approved with no objections

MEETING MINUTES

1. Regular Board Meeting – December 18, 2025

The minutes of the December 18, 2025 Regular Board meeting were received for the record.

PUBLIC TESTIMONY

No public testimony was given.

NEW BUSINESS

1. Confirmation of Board Committee Appointments for 2026

Board member Julie Simonton moved to confirm the Board Committee Appointments for 2026, seconded by Mr. Fujikawa; with no objections, motion carried with 4 Ayes.

2. *Manager's Report No. 26-22* Discussion and Possible Action to execute an annual Use and Occupancy Permit No. 945 between the State of Hawai'i and the Board of Water Supply, County of Kaua'i for non-trenching maintenance, inspection and other uses and activities within the State Highway Right of Way, Kaua'i, Hawai'i

Board member Fujikawa stated that he would be recusing himself from decision-making on this item as the Permit involves State of Hawaii Department of Transportation. This item was moved to be taken up after the Executive Session.

3. Manager's Report No. 26-23 Discussion and Possible Action to approve a Grant of Easement for Kuanoe O Kōloa, TMK (4) 2-8-014:032

Project Management Officer Scott Suga provided a summary of the Manager's Report submitted. **Board member Julie Simonton moved to approve Manager's Report No. 26-23, seconded by Ms. Finnila; with no objections, motion carried with 4 Ayes.**

4. Manager's Report No. 26-24 Discussion and Possible Action to select and approve a proposed rate scenario for a 5-year time period (FY 2027-2031) to be presented to the public for feedback:
 - a. Scenario 1: 25%, 25%, 6.5%, 6.5%, 6.5%
 - b. Scenario 2: 25%, 25%, 12%, 12%, 12%
 - c. Scenario 3: 30%, 30%, 15%, 15%, 15%

Chair Shigemoto asked if the Board felt it necessary to go through the presentation at length as it is information they have previously seen. The Board felt a summary would suffice.

Engineering Division Head Jason Kagimoto provided a brief recap of Slides 5 through 19 of the Rate Study presentation, which was reviewed in detail at the December 18, 2025 Board meeting.

Slide 5

Mr. Kagimoto stated the Department is in favor of Rate Scenario 1, which is aligned with the Prioritized Achievable CIP pie chart on the far right of Slide 5. This would address about 1/3 of the overall needs, but this would be both accomplishable while balancing the rate increase for the customers.

Slides 6 and 7 – WSIP CIP Project Prioritization, New Wells

The 4 projects shaded mint green are identified as being prioritized achievable under Scenario 1. The map on the following Slide shows those new well projects signified by blue dots; 3 of the wells are in water restricted areas of Wainiha/Haena, Hanalei, and Kilauea to address source deficiencies, with the 4th well in Lihue that is needed to support future growth. These 4 projects are 44% of the overall need.

Slides 8 and 9 – WSIP CIP Project Prioritization – New Tanks

There are 6 new tank projects are identified as being within the recommended approach (mint green shading). The map on the following Slide shows the locations of these tank projects as signified by the orange dots in Wainiha, Haena, Hanalei, Kilauea, Lower Wailua, and Upper Wailua, all of which have existing meter restrictions and are storage deficient. These 6 projects are 40% of the overall need.

Slides 10 and 11 – WSIP CIP Project Prioritization Pipeline R&R

This is the biggest need in terms of Department projects that need to get done.

These are not specifically identified in terms of actual projects, but are prioritized based on funding, and coordination with the Operations division as needs arise. The map on the following Slide shows what is achievable under Scenario 1 signified by dark green lines, and is about 20% of the total need.

Slide 12 – WSIP CIP Project Prioritization Tank R&R

8 projects are identified as achievable under Scenario 1: Puupilo 0.125 MG Rehab; Kauai Inn Tank Rehab; Kilauea Tanks #1 and #2, 0.25 MG Rehab; Maka Ridge Tank Rehab and

Resiliency; Hanapepe Heights 0.5 MG Rehab; Kalepa Tank Rehab; Lawai (Akemama) Tank Rehab; Paanau Tank 1 0.25MG Rehab.

Slide 13 – WSIP CIP Project Prioritization – Well R&R

9 projects are identified as achievable under Scenario 1: Hanapepe Town Well MCC, chlorination facilities; Haena Well 66 & Wainiha Well MCC, chlorination facilities; Hanapepe Well A MCC, chlorination facilities; Hanapepe Well B MCC, chlorination facilities; Puhi Well 1 (KCC), chlorination facilities; Garlinghouse Well MCC, EGEN, Mechanical/Electrical Improvements; Lawai Wells No. 1 and 2 MCC, chlorination facilities; Kilohana Wells A, B, F & I MCC, permanent generator; Koloa Well C & D MCC, chlorination facilities.

Slide 14 – WSIP CIP Project Prioritization BPS R&R

The 3 prioritized Booster Pump System projects are shaded mint green: Andrade BP-MCC, permanent generator and housing; Puu Pilo Booster Station Rehab; Waimea Heights BP MCC, Mechanical/Electrical Improvements.

Slide 15 – WSIP CIP Project Prioritization New Pipeline

There is only 1 project identified, which is currently contracted and in the process of working on the Environmental Impact Statement (EIS) to move forward.

Slide 16 – WSIP CIP Project Prioritization Site Access & Operational

There are 7 different projects identified, some are for specific locations with the 7th one being for Access Agreement Development. Mr. Kagimoto explained that when they identify new sites for tanks, these access agreements need to be developed.

Mr. Kagimoto stated that the goal was to identify what projects would be included in Scenario 1, which is the Department's recommended approach. These priorities can be adjusted based on outside funding for specific projects that may be specific to certain communities. Operational issues in certain areas may also result in reprioritizing projects.

In response to Board member Finnila regarding the color coding for projects listed on Slides 6 through 17, Mr. Kagimoto explained that green shading represents the project can move forward, yellow shading represents projects that would have been able to move forward under Scenario 3, and orange shading represents projects that are unable to move forward at this time. He noted that the Department does NOT recommend Scenario 3 given the ability to accomplish that amount of work as well as the community impact.

Board member Eric Fujikawa stated he sees the new pipelines projects, and asked whether any pipeline upgrade projects have been identified; is there any intention of expanding when R&R's are going in? Mr. Kagimoto stated that the GIS map on Slide 11 shows the different areas that have been identified as needing different things such as increased sizing for fire flow. However, they have not put together a prioritization list of pipeline R&R for the purposes of this presentation because while they have identified the overall need, they are still refining the scope of work for specific areas as each project comes up. Mr. Kagimoto stated the general approach is to prioritize current needs versus future needs, so they have outlined the anticipated future projects that they are aware of, which are of lower priority.

Mr. Fujikawa agreed with that approach and further asked if that would address all of the 7% that is undersized for fire flow. Michelle Sorensen of Brown and Caldwell, who had joined the meeting remotely, explained that prioritization for fire flow resizing will be in tandem with a prioritized project that is being worked on, but they have not specifically outlined whether old

pipes versus undersized pipes will be addressed. That work is still going to be done based on the funding that is available for CIP.

Mr. Kagimoto clarified that what the Department is looking for today is for the Board to select a Scenario that they approve to move forward with public discussion; today's action would not be approval of actual implementation of a rate structure but will move the process forward to public outreach.

Board member Fujikawa expressed his appreciation for the feedback the Department receives throughout the public outreach process, noting he will try to attend the public meetings in his area, but would also like the Board to receive a debriefing on how those meetings are going.

Chair Shigemoto commented that any time rate increases are done, people will be concerned as nobody like rate increases. However, based on the proposed scenario and schedule, he is hoping the Department will be able to accomplish those goals, noting that if anything upsets ratepayers, its spending money that is not being utilized in a timely manner. He feels that they are capable of determining what is accomplishable based on their staff shortages and is certain they will be hearing from the public as things move forward. Mr. Shigemoto also thanked the consultants and DOW's Engineering team for their hard work in getting to this point.

Board member Julie Simonton moved to approve that the Board allows the Department to move forward for public feedback on Scenario 1 of the proposed rate structures, seconded by Ms. Finnila; with no objections, motion carried with 4 Ayes.

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 November 2025

Waterworks Controller Renee Yadao provided a brief overview of the Monthly Dashboard and Budget Report.

2. Operations

- a. Monthly dashboard – Annual Financial Impact Overview, Staff Overtime Hours, Budgeted and Vacant Positions, Services Received/Completed, Highlights: New Hires and Recruitment (**Ops hired 10 new employees in 2025; New Ops record for New Hires!**), Interviews scheduled, Training: Large Customer and Source Meter Calibration Testing

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

4. Administration

- a. Human Resources – updates on Personnel Vacancies

5. Manager and Chief Engineer

- a. Reports to Manager:
 - 1. Change Order No. 7 for Contract No. 701 with Glenmount Global Solutions, LLC, Job No. 20-03 SCADA System Maintenance and Professional Consultation Services
 - 2. Multi-Term Contract Encumbrance for Construction Contace C765, Job No. 24-05 – Kapa'a Homesteads Well No. 4 Pump and Controls
 - 3. Change Order No. 1 for Contract No. 778 with ABR Ventures LLC dba Honua Waterworks, GS-2025-04 Hydrants & Appurtenances and Various Building Water Pipe Repair and Maintenance Fittings

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

- 1. Confirmation of Board Committee Appointments for 2026

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).

Board member Simonton moved to enter into executive session, seconded by Mr. Fujikawa; with no objections, motion carried with 4 Ayes.

The Board entered into Executive Session at 9:59 a.m.

The Board resumed in Open Session at 10:52 a.m.

ADJOURNMENT

The meeting was adjourned at 10:55 a.m.

Respectfully submitted,



Cherisse Zaima
Commission Support Clerk