

MINUTES
BOARD OF WATER SUPPLY
Thursday, February 19, 2026

The Board of Water Supply, County of Kaua‘i, met in a regular meeting in Lihu'e on Thursday, February 19, 2026. Chair Tom Shigemoto called the meeting to order at 9:31 a.m. The following Board members were present:

BOARD:

Mr. Tom Shigemoto, *Chair*
Ms. Micah Finnila, *Vice-Chair*
Mr. Clyde Kodani
Ms. Julie Simonton (*entered at 9:34 a.m.*)
Mr. Ka‘aina Hull
Mr. Eric Fujikawa
Mr. Troy Tanigawa (*remote*)
Ms. Anastacia Perry, *Student member*

EXCUSED:

Quorum was achieved with 6 members present at Roll Call; Board member Simonton entered the meeting at 9:34 a.m.

ANNOUNCEMENTS

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

APPROVAL OF AGENDA

The agenda was approved with no objections

MEETING MINUTES

1. Regular Board Meeting – January 20, 2026
2. Executive Session – January 20, 2026

The minutes of the January 20, 2026 Regular Board meeting and the January 20, 2026 Executive Session were received for the record.

PUBLIC TESTIMONY

No public testimony was given.

CORRESPONDENCE

1. Email dated January 13, 2026 from The Heirs of David Nu‘uhiwa re: Pending Shoreline Certifications, Land Use Permits, or Building Applications for TMK: (4) 5-8-010:025 (Lot 5-C) and the surrounding Nu‘uhiwa allotments in Wainiha.

The correspondence from The Heirs of David Nu‘uhiwa was received for the record.

NEW BUSINESS

1. Discussion and Adoption of Resolution No. 26-05, 2025 Employee of the Year Albert Cadavona, Construction & Maintenance Worker III, Operations Division
2. Discussion and Adoption of Resolution No. 26-06, 2025 Employee of the Year Chrysanthemum “Christine” Erorita, Contracts Officer, Fiscal Division

3. Discussion and Adoption of Resolution No. 26-07, 2025 Employee of the Year Joseph Perreira Jr., Waterworks Inspector III, Engineering Division
Board member Tanigawa moved to Adopt Resolution Nos. 26-05 through 26-07, seconded by Ms. Simonton; with no objections, motion carried with 7 Ayes

4. Manager's Report No. 26-25 Discussion and Possible Action to Request Board Approval of the Indemnification Provision and Unspecified Future Obligations in the Agreement for Kilauea Elementary School between the Board of Water Supply, County of Kauai and the State of Hawaii, Department of Education
Board member Kodani moved to approve Manager's Report No. 26-25, seconded by Mr. Hull; with no objections, motion carried with 7 Ayes.

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

Board member Kodani asked if there is a reason the Department is not using the Kapaa Neighborhood Center for this outreach meeting. Engineering Division Head Jason Kagimoto explained that they previously used this location for the CIP outreach meetings and the public seemed to like it. There also may have been an issue with the Neighborhood Center's availability for the specific dates they were looking at.

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

6. Manager's Report No. 26-27 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 Kauai and the County of Kauai, Department of Parks and Recreation

Board member Fujikawa moved to approve Manager's Report No. 26-27, seconded by Mr. Hull; with no objections, motion carried with 7 Ayes.

7. Manager's Report No. 26-28 Discussion and Possible Action to Request Board Approval of the Indemnification Provision and Unspecified Future Obligations in the Agreement for Kekaha Neighborhood Center between the Board of Water Supply, County of Kauai and the County of Kauai and the State of Hawaii, Department of Education

Engineering Division Head Jason Kagimoto stated there is an error in the title, noting that the agreement is with the County of Kauai Department of Parks and Recreation and not the Department of Education.

Board member Kodani moved to approve Manager's Report No. 26-28, seconded by Mr. Fujikawa; with no objections, motion carried with 7 Ayes.

8. Manager's Report No. 26-29 Discussion and Possible Action to Request Board Approval of the Indemnification Provision in the Agreement for Lihue Neighborhood Center between the Board of Water Supply, County of Kauai and the County of Kauai, Department of Parks and Recreation

Board member Tanigawa moved to approve Manager's Report No. 26-29, seconded by Ms. Simonton; with no objections, motion carried with 7 Ayes.

9. *Manager's Report No. 26-30* 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 Kauai and the County of Kauai, Department of Parks and Recreation

Board member Simonton moved to approve Manager's Report No. 26-30, seconded by Mr. Tanigawa; with no objections, motion carried with 7 Ayes.

10. *Manager's Report No. 26-31* Discussion and Possible Action to Request Board Approval of the Indemnification Provision in the Agreement for Koloa Neighborhood Center between the Board of Water Supply, County of Kauai and the County of Kauai, Department of Parks and Recreation

Board member Tanigawa moved to approve Manager's Report No. 26-31, seconded by Ms. Simonton; with no objections, motion carried with 7 Ayes.

11. *Manager's Report No. 26-32* Discussion and Possible Action to Approve the Right-of-Entry Agreement with the Kaua'i County Housing Agency for Staging and Stockpiling for the Pu'u Pane 1.0 MG Tank Project at TMK: (4) 5-2-005:054, Kīlauea, Kaua'i, Hawai'i

Board member Kodani asked why DOW is responsible for finding a stockpile as he thought that was the responsibility of the contractor. Engineering Division Head Jason Kagimoto stated that the Department's approach is to identify an available area to provide the contractor with an option as they figure out the site details for their permits. He noted that the contractors may have better approaches, but at least that can be identified if it was not a known right-of-entry.

Board member Hull asked what the timeline of this project is to which Mr. Kagimoto stated that the project has been bid out, with bid opening in April. The goal is to have it contracted by the end of this fiscal year.

Board member Shigemoto asked if this property belongs to the County Housing Agency, which Mr. Kagimoto confirmed, noting it is located Makai of the highway from Anaina Hou. Board member Simonton stated that for bidding purposes, the more variables that can be defined, the better.

Board member Tanigawa moved to approve Manager's Report No. 26-32, seconded by Mr. Fujikawa; with no objections, motion carried with 7 Ayes.

12. *Manager's Report No. 26-33* Discussion and Possible Action to Request Board Approval of the Land Exchange of TMK (4) 2-3-005:006 and TMK (4) 2-3-005:025, as Identified in the Land Exchange Agreement (Agreement) Between the Bank of Hawaii, as Trustee of the Kukuioolono Park Trust Estate, the County of Kaua'i, and the Board of Water Supply, County of Kaua'i

Engineering Division Head Jason Kagimoto provided an overview of the Manager's Report submitted.

Board member Tanigawa moved to approve Manager's Report No. 26-33, seconded by Ms. Finnila; with no objections, motion carried with 7 Ayes.

13. *Manager's Report No. 26-34* Discussion and Possible Action to Request Board Approval for Indemnification and Unspecified Future Obligations for Autodesk, Inc. between the Board of Water Supply, County of Kaua'i and Autodesk, Inc.

Former Acting Information Technology Manager Michael Hinazumi provided an overview of the Manager's Report submitted.

Board member Simonton moved to approve Manager's Report No. 26-34, seconded by Mr. Tanigawa; with no objections, motion carried with 7 Ayes.

14. *Manager's Report No. 26-35* Discussion and Possible Action to Request Board Approval for Indemnification and Unspecified Future Obligation for Dashlane, Inc. between the Board of Water Supply, County of Kauai and Dashlane, Inc.

Former Acting Information Technology Manager Michael Hinazumi provided an overview of the Manager's Report submitted.

Board member Tanigawa moved to approved Manager's Report No. 26-35, seconded by Mr. Kodani; with no objections, motion carried with 7 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 January 2026 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, Interviews scheduled, Training: Forklift operation, DSO Exams

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
 - Kīlauea Wells 1 & 2 MCC, Chlorination Facilities
 - Kūhiō Hwy (Hardy-Oxford) 18" Main Replacement
 - Weke, Anae, Mahimahi and Hee Roads 6" and 8" 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

Regarding Applications and Permits, Board member Ka'aina Hull noted that the State Legislature SPEED (Simplifying Permitting for Enhanced Economic Development) Task Force is specifically looking at the efficiency of reviewing permits to facilitate more housing. He noted a statement made by City and County of Honolulu's Planning and Permitting Actin Director Dawn Apuna who pointed out that it's not the efficiency of reviewing permits that is a problem, it's that they don't have enough staff; pay more, and they can obtain more staff for quicker outcomes. Mr. Hull stated that on the County side, he along with other Department leaders are trying to further assess any inroads that can be made for quicker processing of permits to prevent unnecessary delays. He doesn't need an answer right now, but one of the things that they found in the Planning Department is that because there was concern about how quickly they were processing permits, there was a need for their front counter staff to take action as quickly as possible. That quick action sometimes resulted in a denial, and although there was a quick turnaround, this resulted in the applicant having to go through the whole process again to address the reasons for the denial, which in some cases was a matter of not paying a \$35 fee. This denial and additional delays for the applicant could have been avoided with just a simple phone call or reminder to drop off that \$35 check. He asked Mr. Kagimoto if DOW is looking at their internal processes to remedy some of these types of unnecessary delays.

Mr. Kagimoto expressed his appreciation for the question and stated that Engineering is looking at ways of providing different options to the applicants. Their general approach has been to answer as many questions as possible, noting that many times property owners are not aware of what avenues are available to get something approved. Instead of just saying yes you can do this, or no you can't, they are trying to provide alternative ways the applicant can move forward such as adjusting a plan to remove certain fixtures. Knowing that we will not be able to upgrade all of our needed infrastructure for a while, they are trying to find ways to think outside the box and try and better understand what the applicant is trying to achieve and hopefully provide an approach that will work for them. Mr. Kagimoto stated they are also trying to encourage architects or consultants to meet with the Department earlier so they can identify any potential limitations and not spend so much time going through the process and then find out that there are unexpected limitations. Ms. Simonton asked if that type of information can be included on the website, noting that they as contractors often get those questions. It seems like for many people, DOW becomes a black hole where they don't understand the process and don't know the right questions to ask. If an interactive map showing, for example, water restricted areas, or the size of water lines in a specific area, that may weed out some of the calls the Department receives. Mr. Kagimoto acknowledged that those are good ideas, noting that they have created a flow chart to help people understand the process, but agreed that there is other information that could be provided or other ways they could be more proactive. He stated that it is difficult when they have to inform a new and excited property owner that their property is in a water-restricted area, and short of massive infrastructure improvements, they will be unable to move forward. He noted that will continue to look for better ways to get more information out there. Ms. Simonton stated whatever the Department can put online to make it easier for customers is greatly appreciated by contractors as well.

Mr. Hull stated anything the Department can do internally, whether it be looking at some policy changes that may address building permit backlogs, is appreciated. Beyond that, noting that the Board has not had any rule changes for a while, the Board may want to consider looking at rule amendments to help facilitate the process more effectively.

Manager Tait thanked Mr. Hull and Ms. Simonton for their feedback and noted that reading emails from private citizens as well as other governmental agencies, he is aware of the many ways the Department needs to improve. One of the most important things, by far, is communication between internal staff. Secondly, the Department needs to look at how to communicate effectively and concisely with the public, and thirdly, there is always an opportunity to improve communication and work relationships between the Departments to help streamline the process for the customer.

Ms. Finnila expressed her appreciation to DOW staff for all the hard work with the transponder replacements, and getting the OT down. Kudos to all the staff for the hard work and for keeping the Board well informed and updated.

4. Administration

- a. Human Resources – updates on Personnel Vacancies

5. Manager and Chief Engineer

a. Reports to Manager:

1. First Amendment to Contract 760 with the Limtiaco Consulting Group, Inc., Job No. 24-02, Project No. LO-10, Lāwa‘i 6” and 8” Main Replacement
2. Change Order No. 5 to Contract No. 722 (Kiewit Infrastructure West Co.), Job No. 16-04, WP2020 #KW-03, MCC, Chlorination Facilities Kīlauea Wells No. 1 and No. 2

In response to Board member Kodani, Engineering Division Head Jason Kagimoto stated that this MCC facility will support the operation of our pumps, but they ran into issues with not having enough space to put in the permanent MCC (Motor Control Center); the VFD (Variable Frequency Drive) had to be put in an adjacent cabinet as it did not fit within the existing space. Because of that, they had to do a change order for the design. In hindsight, there were things that could have been done differently.

3. Year 2 Services for Contract No. 769 with Compulink Management Center, Inc. DBA Laserfiche, IT-2025-01, Document Management Software, Hosting, and Support Services
4. Year 2 Services for Contract No. 779 with Kaua‘i Mechanical, Inc. GS-2025-05, Service and Maintenance of DOW’s Various Air Conditioning Units
5. Change Order No. 1 to Contract No. 782 with Alpha, Inc. Job. No. 18-03, WP2020 #PLH-27, Kūhiō Highway (Hardy-Oxford) 18” Main Replacement

In response to Board member Kodani, Engineering Division Head Jason Kagimoto stated this amendment is for a no-cost time extension to allow our consultant to address the issues they were having with their surveyor. There are a multitude of construction projects going on currently, and the timing of these design projects are not impacting the ability to get them to construction. Because we are just at the start of our rate update, the Department will have more stability in its funds within the next 5 years to be able to push construction projects forward. In the meantime, the focus is to be able to complete our existing construction contracts and the Department has not been pushing the consultants on their time obligations knowing that they are not going to be able to bid out in construction when it gets there anyway.

6. Professional Services 2026-PROF-SCS-1, Contract Award to Imanaka Asato, LLC and Stag Liuzza, LLC, Special Counsel for Aqueous-Film-Forming Foams (“AFFF”) Litigation MDL No. 2873

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

1. Discussion and Receipt of the Department of Water’s (DOW)’s Financial Statements and Independent Auditor’s Report for the Fiscal Year Ended June 30, 2025
2. Discussion and Possible Action on the Department of Water’s (DOW’s) DRAFT Operating and Capital Budgets for FY 2026-2027

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 and 92-5(a)(4), the Office of the County Attorney requests an Executive Session with the Board to provide a briefing and to discuss possible settlement authority for the claim made against the Board by Matthew J. Tabonair, dated December 19, 2024, and to consult with the Board's attorney on its powers, duties, privileges, immunities, and liabilities as they relate to this agenda item.

ADJOURNMENT

The meeting was adjourned at 10:47 a.m.

Respectfully submitted,



Cherisse Zaima
Commission Support Clerk