



Kuleana Wai

Annual Report for Fiscal Year 2015-2016

“Together, we provide safe, affordable and sufficient drinking water through wise management of our resources and with excellent customer service for the people of Kaua'i”

Bernard P. Carvalho, Jr.
Mayor



Kirk Saiki, P.E.
Manager and Chief Engineer

DEPARTMENT OF WATER

COUNTY OF KAUAI

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Honorable Bernard P. Carvalho, Jr.
Mayor of the County of Kaua'i
And Chairperson and Members of the
County Council, County of Kaua'i
Lihu'e, HI 96766

Ladies and Gentlemen:

The Board of Water Supply, County of Kaua'i (BWS) is proud to present the annual report for the fiscal year ending June 30, 2016. This report includes each program description, objectives, and accomplishments of the Department of Water (DOW) including design and construction projects completed and in progress, operations reports, and the DOW's financial status and changes in physical assets. The DOW derives all of its revenue from water service sales with no direct subsidies or contributions from the Kaua'i County General Fund.

During this period, the BWS along with the DOW team adopted the updated Facilities Reserve Charge (FRC or more commonly known as impact fees). The BWS created a part of the rules dealing directly with the FRC. The rules resulted in the DOW and the BWS finding the most equitable means of assessing the fees upon new users.

The BWS bid farewell to Board Member, Hugh Strom on August 17, 2015 who served on the water board since 2013. Hugh's goal-oriented demeanor and his comprehension of financial numbers and vocalizing the need for a succession plan provided professional guidance to the BWS. The BWS also bid farewell to Board Member, Wallace Rezentes, Jr. who served the BWS for a short, but productive period of seven (7) months. His financial knowledge and abundant input aided the adoption of the FY16-17 DOW budget.

In FY15-16, the DOW maintained operations of managing over \$13.4 million of Water Plan 2020 projects and forty (40) private projects. The DOW continues to progress in utilizing the Build America Bond (BAB) fund and state grant.

The BWS and the DOW extends its gratitude to Governor David Ige, the Hawai'i State Legislature, the Department of Health, Mayor Carvalho, the Kaua'i County Council, and the various agencies and officials who have supported the DOW in the efforts to provide safe, affordable and sufficient drinking water.

Sincerely,

Laurie Ho, Chairperson
Kaua'i Board of Water Supply



**DEPARTMENT OF WATER, COUNTY OF KAUAI
ANNUAL REPORT
FISCAL YEAR 2015 – 2016**

I. MISSION STATEMENT

The following mission statement serves as the guiding principle for the Department of Water (DOW). The mission statement was established in 1998.

Department of Water – Mission Statement

“Together, we provide safe, affordable and sufficient drinking water through wise management of our resources and with excellent customer service for the people of Kaua’i”

II. ORGANIZATION (County Charter, §17.01)

There shall be a Department of Water Supply consisting of a Board of Water Supply, a Manager and Chief Engineer and the necessary staff.

The DOW is a self-supporting entity of the County of Kaua’i. The DOW’s revenue is derived from water service sales with no direct subsidy from, or contributions to the County General Fund. The DOW’s water service revenue is used for the operation and maintenance of each water system. In efforts to provide for adequate funding in the future, the DOW will periodically study its Facilities Reserve Charge (FRC), which is a fee to be paid by new or existing developers needing additional water supply from the DOW’s water system.

A. BOARD OF WATER SUPPLY: (County Charter, §17.02)

The Board of Water Supply (BWS), County of Kaua’i shall consist of seven (7) members, four (4) of whom shall be appointed by the Mayor, with the approval of the Council; one (1) of whom shall be the State District Engineer of the Department of Transportation; and two (2) of whom shall be the County Engineer and the Planning Director.

The BWS bade farewell to Board Members Hugh Strom and Wallace Rezentes, Jr. Their comprehension of financial knowledge assisted the BWS in approving the FY15-16 budget.

By unanimous vote, Mr. Sherman Shiraishi was appointed as Board Chairperson for calendar year 2015 and Ms. Laurie Ho was appointed as Board Chairperson for calendar year 2016.

<u>For FY15-16:</u>	<u>Term Expires</u>
Laurie Ho, Board Member	12/31/16
Clyde Nakaya, Vice Chairperson.....	12/31/16
Sherman Shiraishi, Secretary	12/31/18
<i>Vacant</i>	
Lawrence Dill (State District Engineer)	(ex-officio)
Lyle Tabata (<i>Acting</i> County Engineer).....	(ex-officio)
Michael Dahilig (Planning Director)	(ex-officio)



1. Power & Duties of the Board (County Charter, §17.03)

The Board shall manage, control and operate the waterworks of the County and all property thereof, for the purpose of supplying water to the public and shall collect, receive, expend and account for all other moneys and property provided for the use or benefit of such waterworks.

- a. The Board shall maintain accounts to show its complete financial status and the results of management and operations.
- b. The Board may provide for a reserve fund, issue revenue bonds, provide for payment of bonds, expend bond funds and other funds, establish rates and charges, acquire property, sue and be sued, and engage in and undertake all other activities as provided for in Chapter 145-A, Revised Laws of Hawaii 1955, and as may be hereafter provided for by law.
- c. The Board may make and, from time to time, alter, amend, and repeal rules and regulations relating to the management, control, operation, preservation and protection of the waterworks. Such rules and regulations shall have the force and effect of law. Penalties for the violation of any rule or regulation shall be set forth in the Rules and Regulations.

B. STAFF (County Charter, §17.04)

The Board shall appoint an engineer duly registered under Hawai'i State laws pertaining to registration of engineers. He shall be known as the Manager and Chief Engineer, and shall be the head of the Department. He shall have the powers and duties prescribed by the Board.

- a. The DOW operates under seven (7) divisions; Administration, Water Resources and Planning, Engineering, Construction Management, Water Quality, Fiscal, and the Operations Division with ninety-eight (98) budgeted positions. With assistance from the Department of Human Resources (DHR), the DOW re-described nine (9) existing positions and filled seven (7) positions during FY15-16.
- b. The DOW had the pleasure to work alongside with six (6) summer interns and have them experience the challenge with the day-to-day operations of the Department. With the hands-on experience such as sitting in at Board meetings, assisting with the DOW's audit of inventory, creating press releases, as well as publicizing their work, the DOW continues to mentor these young professionals in hopes that one day, they will be able to prepare themselves for their journey after graduation.

1. ADMINISTRATION DIVISION

The DOW's Manager and Chief Engineer is Kirk Saiki, P.E. The administrative staff included sixteen (16) positions of which fourteen (14) were budgeted for FY15-16. The Administration Division is responsible for the day to day management of the Department including communication with the public, water service customers, and governmental organizations; personnel management; contract management; management of Board affairs; and providing service to, and oversight of the operations of the other six (6) divisions.

Current Staff:

Kirk Saiki, P.E. – Manager and Chief Engineer

Vacant – Deputy Manager-Engineer

Vacant – Civil Engineer VII

Andrea Suzuki – Deputy County Attorney

Mary-jane Akuna – Private Secretary

Chrysanthemum Erorita- Secretary

Debra Peay – Human Resources Coordinator

Vacant – Procurement Specialist

Edith Ignacio-Neumiller – Commission Support Clerk

Margie Mills – Program Support Technician I

Bekki Dee Malapit – Clerk-Typist

Kimberly Tamaoka – Departmental Public Relations Specialist

Jonell Kaohelaulii - Clerical Assistant (Community Relations)

Jeffrey Mendez – Waterworks Information Technology Officer

Sandi Nadatani-Mendez – Information Technology Specialist III

Vacant – Computer Systems Support Technician I

Program Description

Administration leads, directs and manages the activities of the DOW and provides administrative support for all divisions including: personnel services, clerical support, legal support, community relations, information technology (IT), training and safety; intergovernmental coordination with Federal, State and County agencies; and coordination of long-range planning, programs, and activities.

Program Objectives

- a. Administration provides support to the BWS, County of Kaua'i in its role to manage, control, and operate the waterworks of the County, and all property thereof; adoption of the DOW's budget and establishment of water service rates and charges; and facilitate development and implementation of administrative rules and Board policies.
- b. Administration administers the DOW's staff and provide support for the operating divisions, through provision of clerical, personnel, legal and IT services; coordination of Department-wide training and programs; establishing goals, objectives and assignments for the operating divisions; and providing operational financial and procurement oversight for the Department.
- c. Administration provides leadership for the DOW's community relations and intergovernmental coordination with other federal, state, and county agencies.
- d. Administration coordinates Department-wide initiatives and programs, including long range planning, development of business and capital improvement program strategies, staff and organizational development, water system security and adoption and integration of new technologies.
- e. Administration provides internal outreach to employees during monthly staff meetings or weekly Division Head/Lead meetings to ensure all employees are aware of new or amended policies and procedures as well as various issues that require staff attention.

- f. The DOW's Administrative support team comprised of the Private Secretary, Secretary, Commission Support Clerk, Program Support Technician I, Clerk Typist, and Public Relations continue to implement cross training to ensure that all divisions are provided with the administrative assistance daily. Cross training allows the DOW to function without any interruptions when clerical or administrative support is necessary.

Program Highlights

- a. During FY15-16, the DOW continued working on WP2020 projects. Public outreach initiatives were taken to promote water conservation and environmental education, through Project WET (Water Education for Teachers), and hosting the annual Make-A-Splash Festival (MAS).
- b. The DOW continues to work with the Kaua'i Watershed Alliance (KWA), an organization for mauka landowners dedicated to watershed conservation along with the Nature Conservancy of Hawai'i (TNC) as the coordinator for the alliance. The DOW, although not a landowner, is a member of the Alliance, and continues to support the conservation goals and efforts of this group in recognition of the critical importance of the watershed for maintenance and enhancement of the water resources of the island.
- c. The DOW also continues the work with the United States Geological Survey (USGS) Groundwater Monitoring Program to collect data and evaluate status and trends of water levels in selected wells on the island.

The following summary is an overview of some of the key department-wide accomplishments for FY15-16.

Board of Water Supply Items

- a. Approved funding requests in support of training efforts and staff reorganization.
- b. The Board approved the DOW's FY15-16 operating budget of \$27,871,247, executed fifteen (15) contracts, and completed various agreements and recommendations necessary for management of the waterworks of the DOW.
- c. Rule Changes
 - Effective November 29, 2015 the Board of Water Supply, County of Kaua'i modified the DOW's Facilities Reserve Charges (FRC). The rules established are a result of years of effort by the DOW and the Board to find the most equitable means of assessing the fees upon new users. The new fees are based upon a fee study conducted, in accordance with the Hawaii Revised Statutes, by a third party consultant that analyzed the costs of the expansion portions of the DOW's CIP plan, and broke those costs down accordingly. The DOW deleted Part 4, Section VII and created the new Part 5 that deals solely with the FRC. The rule modifies the charges that apply to all new developments and subdivisions requiring water supply, and to existing developments requiring new or additional water supply from the DOW. The FRC for the typical residential 5/8-inch water meter is increased by approximately 300% from \$4,600 to \$14,115.
- d. Water Rates

- The DOW established the water service rate structure in FY 2010. The four (4) yearly water service rate increases were implemented on January 1, 2012 and every July 1st thereafter for fiscal years 2013, 2014 and 2015. There is no scheduled rate increase for FY16-17. The DOW has contracted Raftelis Financial Consultants, Inc. in September of 2015 for the Financial Management Planning and Water Rate Analysis for the next five (5) years.

Departmental Programs

- a. The DOW is a member of the American Water Works Association (AWWA). AWWA is a non-profit organization that benefits the DOW to improve public health with dedication to managing and treating the world's most precious resource with standards and applications of resource and training available to the DOW.
- b. The DOW is also a member of the Hawai'i Water Works Association (HWWA). HWWA is a local based non-profit organization and a branch of AWWA. HWWA provides the DOW as the initial point of contact concerning water system standards and the improvement of practice in operating and management of the water works and government policies to the stewardship of water.
- c. The DOW continues to reduce operational costs by filling vacant positions and reducing overtime. This is being hampered due the added overtime (OT) to cover needed functions included in reorganizations that have taken years to complete.
- d. The DOW continues to provide leadership in emergency preparedness through its participation in the County's Energy and Utility Council as assigned through the County's Emergency Operations Plan.

Information Technology

Program Description

The Information Technology (IT) Section, within the Administration Division maintains databases for the DOWs core Financial (Great Plains), Geographic Information System (GIS), Maintenance Management System (M-PET). IT maintains the Document Imaging System and Water Plan 2020 databases. IT supports the DOW's Business and Supervisory Control and Data Acquisition (SCADA) Local Area Networks, website development, network maintenance, and troubleshooting for the Department. IT also maintains and trains new users on the DOW's Voice over IP Phone System (VoIP)

Program Highlights

- a. IT continues to support Fiscal's billing section with the Customer Care and Billing System (CC&B). A encrypted quick vpn connection was created to support the more end users to utilize this program. Approximately fifty-four (54) users have the ability to connect to CC&B system. After three years of using CC&B, the DOW anticipates transporting the billing system in-house.
- b. IT also maintains all peripherals including new printers, receipt printers, meter reader laptops, and hand held devices.

- c. IT maintains the SharePoint server that contains portals for the Construction Management (CM) Division and Maps (As-Built drawings). CM houses all documents related to Capital Improvement Projects (CIP) and Private projects. Documents for a number of on-going projects can now be quickly located. The SharePoint server is remotely available to enable the CM Division to integrate their daily work flow out in the field. (i.e. An inspector can journalize and upload their journal/photos file directly into the SharePoint portal from the construction site.)
- d. IT supports the Water Resources and Planning Division with consumption/customer information and data to populate onto the DOW's hydraulic water model. These reports also serve as a basis for determining water needs for water service inquiries.
- e. IT supports the Water Quality Division by generating the DOW's Water Quality Reports, Consumer Confidence Report (CCR). These reports allow customers to view their water system's water quality report online including the water quality from the other districts.
- f. IT has been instrumental in moving the GIS program forward and continues to participate in the Kaua'i County's Land Information Management System (LIMS) project to merge onto a centralized GIS system.

IT Plan

IT developed a Long Term Strategic Plan in September of 2012. The IT Plan established ten (10) tasks to be implemented over the course of six (6) years.

During this fiscal year, IT continues to work on three (3) of the IT Plan tasks.

Task 3: Migrate to SharePoint for Doc Imaging & Project Management

IT created a request for proposal (RFP) to implement a new Project Management System as well as a request for quotation (RFQ) to merge the DOW's Document Imaging System to the SharePoint System.

The task involves replacing the Department's obsolete document imaging system to the new SharePoint system.

As a result, IT scanned and indexed thousands of documents in preparation for the merge and final implementation is expected to be completed by the beginning of the next fiscal year.

This task also entails setting up a new Project Management System to help manage the DOW's CIP and other construction projects. An RFP was developed and a vendor was chosen, but due to circumstances, was deemed unresponsive. The DOW plans to resume the RFP process again in the next fiscal year.

Task 4: Develop Web Based GIS Viewer and Map Layers

This task entails developing a web based GIS viewer and map layers.

In the area of GIS, IT provides training/support, when necessary. Whether creating maps for special requests or creating maps for new water projects and shut down areas, IT is

involved. The DOW's hydrant layer has been provided to the County of Kaua'i Fire Department as they become available.

In support of the GIS system, as-built drawings for the Wailua-Kapa'a and the Waimea-Kekaha water systems were uploaded and indexed onto the SharePoint System Maps portal. The as-built drawings are linked to the water models in GIS.

IT has been working to develop the map layers. GIS water models have been updated to support the Pictometry software. These GIS models allow the maps to be accessible in the field and to be integrated into the system applications in the future. New models were developed for the Wailua-Kapa'a and the Waimea-Kekaha water systems.

Task 10: Upgrade IT infrastructure & Expand IT Support

Upgrading and maintenance of IT infrastructure is an on-going task. IT continues to replace physical servers with virtual servers.

New servers are created and deleted as necessary. Several older servers were phased out and replaced with newer technology.

In preparation of the new administration building, single-mode fiber has been pulled between the Microlab and the existing administration building as well as between the Microlab and the new administration building.

The single-mode fiber can currently support 10Gbps, and will support higher speeds in the future. This is beneficial to 'future-proof' the DOW's network.

The fiber that runs between the lab and new building has been terminated and verified for connectivity.

Switches were upgraded to match the new speeds of the new fiber runs. These network switches handle voice and data traffic much quicker which is necessary for future plans for the new data center.

A File Transfer Protocol (FTP) site was created in the cloud for the CM Division to support the construction bid process. This also supports other divisions of the DOW.

Public Relations

Program Description

The Public Relations (PR) Section, within the Administration division, performs a variety of public informational activities relating to departmental functions and programs. PR's main objective is to coordinate, perform, develop, and expand the DOW's public information and community outreach initiatives. This involves detailed coordination of promotional events, presentations and advertisements that highlight the DOW in a positive way. This also involves coordinating community outreach and education on water conservation, source water protection, and general water system operations. Lastly, PR achieves its main objective through the careful development and dissemination of accurate and timely public information to customers regarding the DOW's dynamic water

system. The PR section coordinates and conducts its program with the ongoing assistance and involvement from all divisions at the DOW.

Program Highlights

The PR activities of note during FY 2015-2016 include the following:

a. **Project Water Education for Teachers (WET) Program**

PR's main focus for the DOW's Project WET Program was to complete the DOW's \$230,000 Project WET for Source Water Protection Education grant contract from the State Department of Health – Safe Drinking Water Branch. PR was able to complete the DOW's grant contract and expended the remaining \$107,000 between July 1, 2015 and December 31, 2015. The Project WET grant included coordinating and conducting educator training workshops on Oahu during July and November 2015. PR also coordinated numerous supply orders for certified Project WET teachers who attended the trainings.

In addition, the DOW's Project WET program included PR's coordination of the 12th Annual Make a Splash with Project WET Festival on Sept. 24, 2015. The festival gathered over 730 fifth-grade students to learn hands-on water education activities. The DOW continues to serve as the sole host institution for Project WET Hawaii, and its PR Specialist continues as the program's state coordinator. The Clerical Assistant serves as a Project WET program facilitator.

b. **Community Outreach & Education**

Facilities Reserve Charge (FRC) Increase – PR provided assistance with the public notices for the FRC proposed rule amendments and public hearing meeting. With assistance from the Water Resources and Planning Division and the DOW's Deputy County Attorney, PR provided language and formatting for the "Frequently Asked Questions" information sheet. These informational sheets were mailed out to the 170 people who attended previous FRC meetings. PR assisted Administration with the logistics of the public hearing and provided communication and informational support for all staff throughout the FRC increase process.

The Kaua'i Water Use and Development Plan – PR provided the logistical and administrative support for the five public meetings held on Oct. 21, 22, 27, 28 and 29, 2015.

Hanalei Community Programs – PR facilitated Project WET activities to students of the Ahupuaa Explorations after school program for 4th through 6th grade students on Feb. 25, 2016.

Science and Engineering Fair Community Showcase – With assistance from DOW's Civil Engineer II, PR hosted a display at the Science and Engineering Fair's Community Showcase on Feb. 26, 2016. The DOW was one of 16 community displays and shared information about the island's water systems, water quality, and groundwater aquifers.

Fix a Leak Week – PR coordinated the DOW's Fix a Leak Week campaign from March 14 to 18, 2016. Fix a Leak Week is part of EPA's Water Sense program that encourages Americans to help put a stop to the more than 1 trillion gallons of water

wasted from household leaks each year. 86 residents participated in the free leak detection starter kit giveaway this year.

Ag Day – PR participated as an exhibitor for the Agriculture and Environmental Awareness Day, held on May 5, 2016, at the Wailua Research Station of the UH- College of Tropical Agriculture and Human Resources. With assistance from DOW’s Microbiologist V, PR shared information about water treatment and distribution to approximately 530 students.

Kekaha School Math and Science Night – PR participated as an exhibitor for the Kekaha Elementary School’s Science and Math Nights on Sept. 9, 2015 and March 2, 2016, at Kekaha Elementary School. PR set up a display and shared information about the DOW’s water system, and demonstrated a groundwater aquifer model to approximately 100 students.

c. Media Campaigns

PR established a contract with KFMN-FM97 Radio Station to conduct consistent radio advertising when public announcements are needed (i.e. water shutdowns, road closures, emergency water conservation, workshops, festival and general water information). Contracted radio announcements ensure that notices are read on air frequently, and at a moment’s notice, when emergencies arise. The DOW also used its radio buys to promote conservation tips and other promotional advertising that benefitted the DOW.

PR coordinated the DOW’s partnership with Honolulu Board of Water Supply’s (BWS) 2015 Summer Water Conservation Media Campaign. The campaign included five to six months of cable TV commercials and radio advertisements centered on the message of water conservation. DOW’s radio ads ran on KONG and KJMQ radio stations.

d. Community Support

East and West Kaua’i Soil Water Conservation Districts (SWCD) – PR continued to work with the East and West Kaua’i SWCDs to support environmental and conservation education. Members volunteered for the DOW’s Make a Splash with Project WET Festival. PR once again submitted an article for the East and West Kaua’i SWCD’s annual report.

Salvation Army Angel Tree Program – The DOW participated in the December 2015 Salvation Army Angel Tree Program and donated a total of 32 gifts.

2016 Spring Food Drive – PR coordinated the DOW’s participation in the county’s annual Spring Food Drive for the Kaua’i Independent Food Bank. The DOW collected a total of 561 pounds of food, and came in 6th place out of the 12 other participating county departments.

Mayor-a-Thon – PR coordinated the DOW’s drinking water sponsorship for the Mayor-a-Thon event held on June 25, 2016. With additional assistance from DOW’s Waterworks Inspector II, and two summer interns, the DOW served water to all participants at the event.

e. **Construction Project Blessings and Dedications**

PR assisted the DOW's Construction Project Management Officer with promoting and coordinating the blessing and dedication ceremonies for the Kōlo Road Main Replacement Project, and the blessing ceremony for the Halewili Road Main Replacement Project.

f. **Conferences**

PR gave a presentation at the Project WET USA Coordinator Conference and Training, held from Aug. 3 to 7, 2014, in Lone Wolf, Oklahoma. The presentation was titled, "Partnerships for Effective Workshops and Programming," and highlighted the successful partnership between the DOW, Alaska and Idaho's Project WET programs in conducting successful training workshops.

PR participated as concurrent session guest speakers for the 3rd Annual Joint Government Conference held on Aug. 4, 2015, Aug. 11, 2015 and Aug. 18, 2015. PR gave a progress report on the Project WET for Source Water Protection Education grant.

g. **Career Days**

With assistance from fellow staff, PR participated in the Career Days for Wilcox Elementary School, King Kaumuali'i Elementary School, and Kōloa Elementary School.

h. **Media Features**

The DOW was featured in Trade Publishing's Construction Preview 2016 Magazine. A list of expected projects for 2016 and a synopsis of the DOW's 2016 construction projects were featured. Construction Preview 2016 was published in mid-January 2016.

PR designed advertisements and wrote editorials for all of Kaua'i Family Magazine's publication issues from July 2015 to June 2016. Ads and editorials were focused mainly on water conservation messages.

i. **Increased Social Media Presence**

PR continued to utilize the DOW's social media pages for public communication. By the end of June 2016, there were 676 followers on Facebook and 744 followers on twitter.

2. **WATER RESOURCES & PLANNING DIVISION**

Program Description

The Water Resources and Planning (WR&P) Division is responsible for long-range planning and research and conducts analytical studies to meet the water needs of Kaua'i. Part of this planning includes interaction with the customers, developers, and the County of Kaua'i's Planning Department. WR&P reviews the general plan and strategizes to coordinate it with the DOW's water general plan. WR&P supports the DOW's public education and water conservation efforts, and maintains the engineering records and mapping function of the Department. WR&P also administers the Cross Connection and Backflow Control Programs.

Current Staff:

Edward Doi, P.E. – Chief of Water Resources & Planning

Michael Hinazumi, P.E. – Civil Engineer VI

Regina Flores – Civil Engineer III

Keith Konishi – Engineering Support Technician IV

Cleve Shigematsu – Engineering Drafting Technician III

Vacant – Civil Engineer I

Vacant – Civil Engineer I

Program Objectives

- a. WR&P conducts the review and planning of water systems of proposed developments to assure compatibility with the DOW’s planning and service availability requirements including the review of subdivision, zoning, land use and general plan amendments, building permits, and water service requests.
- b. WR&P conducts investigations to obtain and analyze data to determine existing and future water system capacity requirements including long-range planning and research and analysis of water consumption and maximum demand to meet the water needs of Kaua’i.
- c. WR&P determines hydraulic criteria for reservoirs, pumping stations and water mains to evaluate and develop water network requirements.
- d. WR&P conducts water resource investigations for the development of potential sources and conduct and/or administer studies relating to the protection of watersheds and water resources.
- e. WR&P performs various long-range planning efforts for the DOW, including the update of Water Plan 2020, and completion of the DOW’s Vulnerability Assessments and Emergency Response Plan Update.
- f. WR&P maintains maps and records of all DOW water facilities.
- g. WR&P assists with the prevention of contamination of its water system from other liquids, mixtures, gases or other substances through the implementation and enforcement of the Cross Connection and Backflow Prevention Program.

Program Highlights

- a. For FY15-16, WR&P has reviewed and processed the following applications and requests for water service:

Subdivisions, Zoning, Use Permit, Land-Use, GPA/Z, ADU Clearance	179
Water Service Inquiries/ Water Meter Requests.....	382
Building Permits	753

- b. WR&P has completed the review of several water master plans for development projects and/or subdivisions such as: Village at Po’ipū, Hokuala, The Lima Ola Affordable Housing Project and Kaua’i Lagoons. The division also continued to administer approved Water Master Plans for Kukui’ula Development Co., Kaua’i

Lagoons Resort, Grove Farm Līhu'e - Puhi Project District and The Water Master Plan for the former AMFAC/JMB Lihue-Hanamā'ulu Master Planned Community Development.

WR&P continues to utilize and amend Water Plan 2020, adopted in 2001, as a long-range financial and facilities plan to use as a basis for the DOW's CIP/CRP program.

WR&P assisted the Administration Division along with the State Legislative Team to initiate the request for state funding to design, plan, and construct the DOW's Hanapēpē – 'Ele'ele Transmission Improvement Project. The DOW received the allotment of \$4.45M appropriated by the state to fund this project.

- d. WR&P is currently assisting in the review and development of the DOW's meter restrictions, Facilities Reserve Charge (FRC) offsets, additional dwelling unit meter restriction, private water system developments, boundary adjustments, large lot subdivision exemption, leak rebate rule, and private well policies. WR&P also participated in the discussions and draft of the FRC rule in the DOW's Rules and Regulations.
- e. WR&P continues to assist in the DOW's annual conservation programs. These included the DOW's public education campaign water conservation.
- f. WR&P assisted with new service applications and provided support to management, operations, fiscal and engineering divisions.
- g. WR&P remains responsible for the design and implementation of capital improvement source development, storage and transmission mainline projects as assigned by the Manager and Chief Engineer.
- h. During FY15-16, the annual backflow device test program continues to be refined and expanded. WR&P continues to review and approve backflow device construction plans as well as maintain an inventory and status of each device. WR&P supported Fiscal Division's efforts to require the installation of backflow devices in order to qualify for the DOW's agricultural water service rates.
- i. WR&P continues to update the DOW's hydraulic system models as well as the scanning of maps and other records onto the DOWs intranet for internal efficiency.
- j. WR&P participated in community meetings with various drought and watershed groups. WR&P continues to assist Kaua'i's local Drought Committee to develop County mitigation strategies and drought mitigation projects for Kaua'i. WR&P supports the activities of the Kaua'i Watershed Alliance (KWA) that included a DOW grant to their coordinators, The Nature Conservancy (TNC) for their continued maintenance and conservation efforts to protect Kaua'i's watersheds.
- k. WR&P continues to coordinate and administer the USGS cooperative research program that studies the decreasing ground water levels for the Līhu'e-Kapa'a areas. WR&P also administered the University of Hawai'i Office of Research Studies, "Projecting Future Rainfall Variations for Kaua'i project."

- l. WR&P continues to administer the Kaua'i Water Use and Development Plan Update during FY15-16.
- m. WR&P represents the DOW at the County's Affordable Housing Task Force (AHTF) meeting that is conducted on a monthly basis. The AHTF continues to facilitate the development and approval of affordable housing projects on the island. The AHTF also addresses the development of affordable housing in Lihue, Po'ipū and 'Ele'ele.

3. ENGINEERING DIVISION

Program Description

The Engineering Division is responsible for the design of Capital Expansion Projects, and the Capital Rehabilitation and Replacement Projects (CRP/CRPL). Engineering administers engineering consultant contracts; evaluates the feasibility of pipeline alignments and sites for water facilities; prepares plans and specifications and bid documents for new water system facilities. Engineering also performs all necessary construction plan review for the DOW's Water Plan 2020 projects.

Engineering provides design review services to both government agencies and private developers who design and build water system improvements that will be dedicated to the DOW. Engineering provides construction plan review for storage tanks, pumping facilities, pipelines and other water system facilities that are installed by other government agencies and private developers. The division is also responsible for maintaining the Water System Standards of the Department.

Current Staff:

Keith Aoki, P.E. – Civil Engineer VI

Bryan Wienand, P.E. – Civil Engineer V

Vacant – Civil Engineer V

Eric Fujikawa – Civil Engineer III

Vacant – Civil Engineer II

Program Objectives

The Engineering Division is committed to conduct its business and operations in a safe and efficient manner and to achieve the following objectives:

- a. Assist with the implementation of the DOW's Capital Improvement Projects (CIP) including new facilities (well sources, storage tanks and waterline) through its Capital Projects- Expansion, and maintaining and upgrading existing water facilities through the Capital Rehabilitation and Replacement Projects (CRP/CRPL) Programs.
- b. Enforces the standards of the DOW on the construction of water facilities.
- c. Conducts the DOW's design plan review for the integration of private development water system improvements onto the DOW's expansion of the water systems.

Program Highlights

During FY15-16, the Engineering Division has continued to progress in utilizing the \$60M Build America Bond (BAB) issued from March 2010 in addition to other funding

sources. The construction drawings for several projects have been completed and the design has progressed or been initiated on a multitude of other WP2020 projects to improve source, storage, or transmission infrastructure in various parts of the island.

DOW projects of note include:

Kekaha District

- no projects in design

Waimea District

- MO-03 – Land and Well Acquisition: Waimea 0.5 MG Tank, Well ‘A’ Site, Well No. 2 Site (Kekaha Well No. 2 Site)

Hanapēpē District

- HE-14 – Hanapēpē-‘Ele‘ele Booster Pump Replacements
- HE-1 – Reorganize Water System; Pipeline Connecting Hanapēpē and ‘Ele‘ele
- HE-10 – Hanapēpē Road 6” Water Main Replacement

Kalāheo District

- no projects in design

Kōloa-Lāwa‘i-Omao District

- LO-08, LO-10 – Lāwa‘i-Omao Water Main Replacement
- K-01 & K-12 – Kalaheo Water System Improvements (Yamada 0.5 MG Storage Tank, Clearwell 0.5 MG Storage Tank, 8” Water Main, Yamada Well)
- K-05A – Kukuiolono 0.5 MG Storage Tank
- K-18 – 8” Water Main Replacement Along Halewili Road
- KP-09 – Kōloa Wells “16A” & “16B” Site & Building Improvements
- Job 13-7 – Kōloa Well ‘D’ Retaining Wall and Site Repairs

Līhu‘e District

- PLH-01A – Grove Farm 0.5 MG Storage Tank (Replacement of Grove Farm Storage Tanks #1 and #2)
- PLH-35b – Kapaia Cane Haul Road 18” Water Main

Kapa‘a District

- WK-01 – Makaleha Tunnel Entrance Rehabilitation
- WK-23 – Wailua Homesteads 0.25 MG Storage Tank (U.H. Experimental Station Site)
- WK-08 – Kapa‘a Homesteads Two 0.5 MG Storage Tanks (1.0 MG Total)
- WK-39 – Kapa‘a Homesteads Well #4

Moloa'a District

- M-02 – Site Acquisition for 0.1 MG Moloa‘a Storage Tank
- M-03 – Land and Well Acquisition, Moloa‘a: Acquire Source, Install Pump, Controls, and 12” Pipeline

'Anini District

- no projects in design

Kīlauea District

- WKK-09 – Kōlo Road Main Replacement
- WKK-15 – Kīlauea (Pu‘u Pane) 1.0 MG Storage Tank and Connecting Pipeline
- ANI-01 – ‘Anini & Kalihiwai Road 6” Main Replacement, Phase 1 (Kīlauea to Kalihiwai) & Phase 2 (Kalihiwai to ‘Anini)

Hanalei District

- H-05 – Weke, Anai, Mahimahi and He‘e Roads, 6” and 8” Water Main Replacement
- H-08 – Drill and Test Hanalei Well No. 2

Wainiha-Hā'ena District

- HW-11 – Hā'ena 0.2 MG Storage Tank
- HW-12 – Drill and Test Wainiha Well #4

Private development projects of note include:

Kekaha District

- no projects in design

Waimea District**Hanapēpē District**

- ‘Ele‘ele Iluna Subdivision, Phase 2, Increment 2

Kalāheo District

- no projects in design

Kōloa-Lāwa‘i-Omao District

- Makahuena Subdivision (S-2015-14)
- Kukui`ula HH-11 Subdivision (S-2011-20)
- Village at Po`ipū (S-2003-48) – Hoaka Street Extension
- Kukui`ula Phase 3A/3B Subdivision (S-2013-16)
- County of Kaua`i Work Force Housing
- Kukui`ula CC/FF Subdivision Road E (S-2009-03)
- Waila`au Road Water Line
- Kahela Subdivision – Parcel H (S-2016-02)

Līhu'e District

- Kohea Loa Subdivisions
- Wailani Ahukini Makai Subdivision
- Wailani Molokoa Subdivision
- Waiola Ph. II Subdivision
- Waiola Ph. III Subdivision (S-2009-15)
- Kaua`i Philippine Cultural Center
- Ho`oluana at Kohea Loa Control Valve
- Rice Camp Senior Housing Ph. 2

Kapa‘a District

- Kulana subdivision
- Morita Subdivision (S-2013-23)
- Sudz Car Wash

Moloa'a District

- no projects in design

'Anini District

- no projects in design

Kīlauea District

- Kīlauea Community Ag. Park

Hanalei District

- no projects in design

Wainiha-Hā'ena District

- no projects in design

The Engineering Division has received thirty-three (33) new private development projects for review in addition to ongoing private development and other government agency design projects. Engineering's goal is to complete the design for CIP and CRP/CRPL projects for the DOW.

4. **CONSTRUCTION MANAGEMENT DIVISION**

Program Description

The Construction Management Division (CM) administers all of the construction for Capital Improvement Projects (CIP), Capital Rehabilitation and Replacement Projects (CRP/CRPL), and provides engineering design and inspectional services to the Operations Division during emergencies as needed.

The CM Division administers construction contracts; evaluates the constructability of pipeline alignments and sites for water facilities through plan design review, prepares plans and specifications and bid/request for proposal (RFP) documents for new water facilities and implements and inspects the DOW's standards and policies. The Division performs all necessary plan design review and construction inspection for Water Plan 2020 projects.

The CM Division also provides construction management to private developers who design and build water system improvements that will be dedicated to the County by performing construction inspection along with reviewing and approving post-construction documents for water facilities that are being dedicated to the County.

There were seven (7) permanent positions in the CM Division for FY15-16. Of the seven positions, three positions are within the Project Management Series and four positions are within the Inspector Series. The DOW has been fortunate to hire an engineer as Project Manager and a new Waterworks Inspector I. There is one (1) vacancy remaining in

Project Management and one (1) in the Inspection section due to recent retirement. These vacant positions are being reclassified with the Department of Human Services (DHR) to better attract and retain staff. The Division is in need of a Construction Management clerk with the Engineering Program Assistant contract having expired. This is a position that the Board approved in FY15-16. The CM division has had an extremely difficult time attracting and retaining qualified staff and continues to implement a plan to deal with the problem. Project Managers are difficult to attract and retain in the same sense as engineers since it is nearly the same requirement. The CM Division will be looking to create the proper series whether in Project Manager or Civil Engineering to accomplish our goals.

Current Staff:

Dustin Moises, P.E. – Construction Project Management Officer

Joel Bautista - Project Manager

Vacant - Project Assistant

Daniel Kittredge - Waterworks Inspector III

Leopoldo Anguay - Waterworks Inspector II

Richard Banasihan - Waterworks Inspector II

Vacant - Waterworks Inspector I

Program Objectives

The CM Division is committed to conduct its business and operations in a safe and efficient manner and to achieve the following objectives:

- a. Improve the water facilities infrastructure by constructing new well sources, storage tanks and waterlines through its Water Plan 2020 Capital Improvement Project (CIP) as assigned.
- b. Maintain and upgrade existing water facilities through the Water Plan 2020 CRP/CRPL Program as assigned.
- c. Coordinate construction and integration of privately constructed water system improvements, as assigned, that are dedicated into the Department's system.
- d. Provide construction management and inspectional services to ensure the assigned construction of water facilities adhere to plans and specifications and the standards and policies of the Department.
- e. Provide engineering design review for all Water Plan 2020 Projects.

The CM Division is primarily responsible for the construction and inspection of water projects such as reservoirs, pumping facilities and pipelines by planning, reviewing plan designs for constructability, preparing construction RFP documents and subsequent construction management, and inspecting water system improvements funded by the Department as outlined in Water Plan 2020. The CM Division is also responsible for the construction management and inspection of all private funded projects such as service laterals and subdivisions. The increase in private development over the last year has occupied much of the division's time and is expected to continue over the next year.

Program Highlights

DOW WP 2020 Project:

During FY2015-2016, the Department's Construction Management Division has made continued progress in utilizing the \$60 million Build America Bond (BAB) issued in March of 2010. The CM Division also manages funding from the State Department of Health Drinking Water State Revolving Fund , acquired grant funding, as well as managing the funding from the Water Utility General fund. In the process, the CM Division completed construction on several projects while several other projects are nearing completion.

Dow projects of note include:

Kekaha District

- no projects were in construction

Waimea District

- no projects were in construction

Hanapēpē District

- no projects were in construction

Kalāheo District

- WP2020 Job No. K-18 8" Main Replacement Project along Halewili Road started construction

Kōloa-Lāwa'i-Omao District

- no projects were in construction

Līhu'e District

- WP2020 Job No. PLH-39 Līhu'e Baseyard Improvement Project continued construction

Kapaa District

- no projects were in construction

Moloa'a District

- no projects in construction

'Anini District

- no projects in construction

Hanalei District

- no projects were in construction

Wainiha-Hā'ena District

- no projects were in construction

In summary, the CM division is currently managing \$13.4 million of Water Plan 2020 projects. There is currently one design consultant contract which is a carryover from

Special Projects in total of approximately \$0.914 million. Two other projects are/were in various stages of construction, with an approximate value of \$11.6 million.

There have only been two new projects advertised for construction within FY15-16, but it is anticipated to be much more active in FY16-17 as the backlog of designs from the past 4 years are completed. The RFP process has been a success and all future construction projects are intended to be procured by this method and not necessarily the lowest offeror will be chosen for construction. Further, based on current CM Division design reviews, it is anticipated that several water plan 2020 projects will be ready for construction in FY-16-17.

PRIVATE PROJECTS:

The CM Division has managed numerous privately funded projects which include additional service laterals, detector checks, waterline extensions, hydrants, and appurtenances.

In total nearly forty (40) private projects were initiated, continued, and/or completed during the fiscal year. The private projects require critical project management and inspection as they include review and approval of cost breakdowns, easements, conveyances, and as-builts.

The CM Division managed and inspected the construction of various private developer water projects. The private sector development has remained steady since last fiscal year with the completion of projects in Kukui'ula (Parcel FF), Hokulei Village and thirteen (13) other private projects. Private projects are in design and are expected to increase during the next fiscal year in Kukui'ula and Grove Farm Properties while new construction will also start/continue at Hooluana at Kohea Loa (Hanamā'ulu Triangle), Rice Camp Senior Housing Phase II, Wailau waterline, as well as other private projects.

INITIATIVES:

- 1) In FY15-16, The Manager's directive allowed Operations to install service laterals to reduce the requirements and overall costs on the DOW's rate payers while increasing the FRC revenue. The CM and Engineering Divisions are able to focus more on the DOW's Water Plan 2020 projects to provide a quick turn-around time and save on the design and construction costs for the consumer. It eliminates formal designs, private contractors, conveyances, etc. It has been a benefit for both the DOW and the consumer.
- 2) In addition to various County wide trainings, the CM Division completed various trainings throughout the fiscal year to stay updated, evolve and progress with the ever changing requirements related to water utility construction such as:
 - Hawaii Rural Water Associations PLC/SCADA Workshop
 - OSHA 10-Hr training
 - Trench Excavation Safety workshop –Competent person training
 - Construction Management Claims & Change Order Webinar Series (16 weeks) completed by Construction Project Management Officer
 - Temporary Traffic Control Plan Development Workshop
 - AWWA Pumps, Tanks, and Restrained Joints Design Workshop

- 3) After a successful pilot implementation of the electronic inspection journal process, IT assisted the CM Division to successfully integrate electronic journaling to all projects currently managed. All Water Plan 2020 and private construction projects are now documented electronically and available via the SharePoint Portal. The CM Division continues to evolve with the paperless process and has started the transition to a more comprehensive construction management software to include contract management, funding, procurement, and other aspects of project management. IT also assisted the CM Division to select a software provider with the goal to implement in FY16-17.

5. WATER QUALITY DIVISION

Program Description

The Water Quality Division consisting of two (2) Water Microbiologists and one (1) Chemist is responsible for the quality and safety of the water provided by the DOW. The division oversees the DOWs compliance with the Environmental Protection Agency's (EPA) Safe Drinking Water Act (SDWA). This entails that the requirements of all the rules and regulations set forth by the SDWA. There are microbial and chemical aspects to the SDWA. Much of the required microbial testing is performed at the Water Quality Division's laboratory. Basic chemistry is performed in the lab as well. Much of the more involved testing is done by Eurofins Analytical and the Hawaii Department of Health's Laboratory in Honolulu.

The Water Quality Division also provides in-house testing for the DOW's Operations Division. Major water main breaks and new infrastructure are tested for coliforms as well as other chemical/physical analysis. Wells are also tested for microbial contaminants on a regular basis as well as when new pumps are repaired or installed.

The Water Quality Division also addresses customer inquiries regarding water quality and health/safety concerns. This is done by phone or in person (visits to customers).

The Water Quality Division provides the data needed to complete the DOW's annual Consumer Confidence Reports.

Current Staff:

Carl Arume – Water Microbiologist V

Peggy Yoshioka - Water Microbiologist IV

Andrew Canavan – Chemist II

Program Objectives

- a. The Water Quality Division continues to maintain good water quality in all current and future distribution systems.
 - Continue compliance microbial sampling.
 - Update sampling points as necessary reflecting population and community growth.
 - Monitor major main breaks and other insults to the integrity of our distribution systems.
- b. The Water Quality Division complies with the EPA-SDWA drinking water standards by working with the DOH's Safe Drinking Water Branch.

- Utilize SDWIS and SCRS data management systems.
 - Meet sample deadlines.
- c. The Water Quality Division is working to implement more dedicated sampling stations in the DOW's distribution systems.
- Work with the DOW's Operations Division to install dedicated sample stations.
 - Work with Engineering to have stations installed in new subdivisions.

Program Highlights

- a. The Water Quality Division's Sample Reservation and Collection System (SCRS) allow the DOW to schedule and track chemical samples more effectively. It also facilitates better coordination with DOH's Safe Drinking Water Branch.
- b. A reverse osmosis system is in the lab. The Ultrapure water is available to Operations for battery maintenance. Ice machine is also available to DOW personnel.
- c. Phase II, V sampling continues this year for all systems.
- d. Effective April 2016, the Water Quality Division implemented the Revised Total Coliform Rule (RTCR). Sample points were reviewed and updated. Micro Sample Points and sources were mapped and photographed for input into the new format as required by the new regulation.
- e. Lab inspection was done in June of 2016.
- f. Long Term 2 Enhanced Surface Water Treatment Rule 2nd round sampling plan is completed and approved by SDWB. Sampling to begin in October of 2016.
- g. One new dedicated micro sampling station was installed by the DOW's Operations Division.
- h. The Water Quality Division continues to abide by all existing Safe Drinking Water Act (SDWA) rules and standards.
- i. Lead and copper samples were taken for the 2015 sampling period. Reduced Monitoring does not require any to be taken in 2016.
- j. The DOW is meeting all safe drinking water requirements.

6. OPERATIONS DIVISION

Program Description

The Operations Division is responsible for maintaining and operating the DOW's water distribution network, water storage facilities and water producing sources. As water is an essential commodity, emergency repairs and trouble calls are provided round-the-clock on an as-needed basis. In order to accomplish its mission, the Operations Division maintains and stocks a complete inventory of materials and supplies for assurances that repairs are completed in a timely manner. The Operations Division handles the smaller construction projects and participates in large pipeline installation projects. It also

initiates field engineering to ensure efficient operations. Along with the responsibilities of providing potable water, it provides the DOW's fleet management functions and is responsible for the maintenance, repairs and replacement of vehicles and equipment.

Under the direction of the Chief of Operations, the Operations Division team of forty-eight (48) is comprised between the Plant Operations Section and the Field Operations Section.

Current Staff:

Valentino Reyna – Chief of Water Operations
Ryan Smith – Assistant Chief of Water Operations
Chris Nakamura - Water Service Supervisor III
Virgil R. H Kapanui - Water Service Supervisor III
Vacant – Water Plants Superintendent
Vacant – Water Field Operations Superintendent
Amy Kiyotsuka - Clerk Dispatcher II
Vacant – Senior Account Clerk
Malia Reis- Account Clerk
Shayce L. Yasutake - Automotive Mechanic II
Ray Jerry Silva - Automotive Mechanic I
Vacant – Heavy Vehicle & Construction Equipment Mechanic I
Peter Sapinoso – Equipment Operator II
Larry Dabin – Equipment Operator II
Corey Silva – Equipment Operator II
Lenny Camat – Equipment Operator II
Vacant – Equipment Operator II
Vacant – Groundskeeper
Raymond A.F. Jr. Chow – Lead Pipefitter
Brian Fujii – Lead Pipefitter
Alan Iwasaki – Lead Pipefitter
Warren Rita – Lead Pipefitter
Craig Shirai - Lead Pipefitter
Franklin Iwai – Pipefitter
Casey Kaohelaulii – Pipefitter
Selwyn Rita – Pipefitter
Jeffery Silva – Pipefitter
Randal Watanabe – Pipefitter
Darren Horner – Pipefitter Helper
Russell Yonohara - Pipefitter Helper
Michael Mack - Pipefitter Helper
Wiley Yoshioka - Pipefitter Helper
Clyde Kojiri - Pipefitter Helper
Darren H. Galas – Maintenance Worker I
Serafin Galves S. Jr. – Construction & Maintenance Worker II
Russell Coyaso – Maintenance Worker II (*retired 12/30/15*)
Darwin P. Bukoski – Plant Electrician
Vacant – Plant Electrician Helper
Vacant – Utility Worker
Kevin J.K. Pongasi Water Meter Mechanic
Ronald Yamashita – Assistant Water Plant Operator
Lance Nakata – Water Plant Operator I

Program Objectives

The Operations Division daily activities are centered along the following:

- a. Operating, monitoring and maintaining 52 deep-well pumping stations, 19 booster pumping stations along with its associated electrical motor control centers and chlorination disinfection equipment, four tunnel sources, 60 storage tanks, and 75 control valve stations.
- b. Maintaining, repairing, and replacing mechanical and electrical malfunctioning components, equipment and infrastructure to maintain water service.
- c. Maintaining and repairing the DOW's 46 vehicles, two backhoes, four skid steer loaders along with their various attachments, one mini-excavator, one portable air compressor, 12 trailers, 15 trailer-mounted generators ranging in sizes from 70 KW to 400 KW, two light towers, two directional arrow boards and numerous motorized hand-operated construction equipment.
- d. Operating, monitoring and maintaining more than 400 miles of pipelines, 21,200 consumer water service connections, 4,000 valves, 2,400 hydrants and standpipes.
- e. Installing new service connections and meters including the replacement of defective meters and those in service for 20 years. Providing temporary water services through hydrant meter connections for construction activities like dust control and landscaping.

Program Highlights

Field Operations Section Statistics FY15-16

- Various leak repairs (transmission and distribution lines).....467
- Install Lateral.....44
- Install New Meters.....50
- Replace Defective Meters.....158
- Replace Meter Box and Cover.....20
- Live Taps and Contractor Waterline Shutdowns.....18
- One Call Center Tickets (requests for markings).....511
- Fire Hydrants Preventative Maintenance Work Orders.....136
- Fire Hydrant Corrective Maintenance and Replacements.....24
- Temporary Fire Hydrant Meter Installations.....15

Plant Operations Section Statistics FY15-16

- a. Auto mechanics performed routine troubleshooting and repairs of vehicles and equipment. 159 work orders.
- b. Electricians performed electrical routine troubleshooting and repairs at various island wide remote sites. 50 work orders.
- c. Installed 32 eye wash stations at remote sites and baseyard.
- d. Water Plant Operators performed routine maintenance of all remote sites as well as maintenance of pumps and motors. 47 work orders.

Water Plant Operators performed routine daily check of island-wide water disinfection and storage systems.

- e. Maintenance Workers performed routine construction, repair, maintenance works at island wide remote facilities. 84 work orders.

Other Program Highlights for FY 2015 – 2016

- a. Completed Contract. 594, pump and motor replacement and refurbishment of Lāwa'i Well 1.
- b. Contract 597 for baseyard rain gutters replacement was completed.
- c. Contract 599, pump and motor replacement as well as well refurbishment for Kilohana Well B were completed.
- d. Contract 610, Kalaheo Well and Tank Sites tree cutting was completed.
- e. Contract 619, Jelly Factory Booster Pump replacement and refurbishment was executed.
- f. Contract 623, Koloa Well C refurbishment was executed.
- g. Contract 605, GE MDS TransNet Radios to replace obsolete GE Spread Spectrum radios to upgrade SCADA Communication System was completed.
- h. Assisted Engineering Division in construction plan review of DOW facilities improvements, expansions, repairs and maintenance.
- i. Operations Division personnel performed in-house construction, repair, maintenance of remote site access roadways and structures.
- j. Coordinated with Hawaii Rural Water Association (HRWA) for training and guidance in water audits as well as ways to reduce the use of non-revenue water.
- k. For FY15-16, 2,224 work orders were issued for Operations Division. Works included vehicle maintenance and repair; hydrant maintenance and repair; Hawaii One Call requests for markings; transmission/distribution/main line and appurtenances leak repair and maintenance; electrical and electronics repair and maintenance at remote terminal units, tank sites, deep well sites, and booster pump sites; grounds keeping at remote sites; repair and maintenance of access roads and driveways at remote sites; remote buildings and structures repair and maintenance; disinfection/chlorination equipment repair and maintenance; water meters installation, repair and replacement;
- l. Operations Division coordinated with Public Works, Solid Waste Division to allow Public Works to access DOW site in Kalaheo thus allowing automated trash pick-up for upper Kalaheo residents.

7. FISCAL DIVISION

Program Description

The Fiscal Division is responsible for administering the fiscal programs of the DOW. Under the direction of the Waterworks Controller, the Division consists of Accounting Section and Consumer Service/Billing Section. Programs of the Division include:

- a. Administering the fiscal programs including general and customer accounting systems, cash management, cost accounting, payroll, leave records, accounts payable, general and utility plant accounting, consumer billing, accounting, and meter reading.
- b. Prepares financial and statistical reports; conduct internal audits; initiate financial and statistical studies of the DOW for reports and rate making.
- c. Assists the Manager in the development of the annual budget.

Current Staff:

Marites Yano – Waterworks Controller

Fay Tateishi – Accountant IV

Analyn Flores – Accountant IV

Anne Parrott – Accountant III

Elaine Ruiz – Accountant II

Laurien Hardwick – Account Clerk

Karen Ann Delgado – Accountant II

Rosemarie Navea – Accountant I

Mona Yamauchi – Customer Relations Assistant

Norma Imada – Customer Service Representative II

Amberbriana McCarthy – Customer Service Representative I

Wesley Hee – Customer Service Representative I

Gloria Rafael – Meter Reader Supervisor

Ronald Balbin – Meter Reader

Eugemar Manibog - Meter Reader

Elliot Jung – Meter Reader

Tessie Guerrero – Janitor II

Vacant – Accountant I

Program Objectives

Waterworks Controller

- a. Administers the affairs of the Fiscal Division and all programs assigned to it.
- b. To preserve the financial integrity of the DOW through internal control and annual financial audits.
- c. To generate a return of investments and to insure deposits with financial institutions are fully collateralized.
- d. Ensuring the availability of funds to meet cash flow requirements.

Accounting

- a. To provide accurate, complete, and timely recording and reporting of the financial transactions and activities of the DOW.

- b. To process the DOW's payroll in a timely manner.
- c. To process accounts payable and issue payments in a timely and efficient manner.
- d. Accountability of the Utility Plant Assets and Property.

Accounting System:

- The accounting section utilizes the Great Plains Financial System to process and maintain the DOW's general ledger accounts. The DOW recently re-implemented the use of Great Plains by re-describing the existing chart of accounts. A new program for "Requisitions" was fully integrated with the existing "Purchase Order" system in Great Plains.
- Monthly financial closing and reporting was enabled to allow detailed reports for the board. Manual worksheets and reporting was automated after the Great Plains Financial Accounting System's re-implementation.
- The DOW continues to prepare the budget format where each Division/Section Head are budget managers of their own division/section's budget. An Encumbrance Report can be viewed and generated to monitor a year to date budget status.
- The DOW's payroll is processed twice a month through the County's AS 400 payroll system. The DOW adheres to the County's payroll deadline to meet their closing requirements.
- The DOW uses the Maintenance Productivity Enhancement Tool (MPET) to process the Operations Division's timesheet for payroll. In addition, MPET is used to maintain the DOW's Materials and Meters Inventory as well as keeping track of Work Orders for billable and non-billable charges.
- Fiscal Reorganization to re-align some existing positions with current job descriptions was submitted and approved by the board; awaiting approval from the County's Human Resources department.
- The DOW procured a Consultant for Professional Services to conduct a new five (5) year water rate study.

Consumer Service

- a. To provide timely billing, collection, accounting and depositing payments of water bills and jobbing invoices.
- b. Process meter applications and new services.
- c. Service customers who inquire about billing, payment and collection matters.
- d. Maintain records of accounts receivable.

Consumer Service:

- DOW water bills are generated through the Honolulu Board of Water Supply (BWS).
- The use of CC&B now allows the DOW to bill monthly so meters are also read monthly. This created additional workload to billing section. Options are being considered such as below;
- Request for lock box implementation was submitted to HBWS for DOW implementation.
- E-bill presentment is an option available to customers that supports the "GO Green" initiative.

- The use of credit card as payments for water bills is on the table for consideration. Procurement process may start before the end of FY16-17.
- The DOW will be soliciting Request for Proposals (RFP) for a new Customer Information System (CIS). Currently, the DOW's billing and collection is processed through Honolulu Board of Water Supply (BWS) Customer Care & Billing system.
- Billing Re-organization was approved by County Human Resources with the addition of one (1) New Accountant Position to accommodate increased workload from the bi-monthly to monthly conversion and the implementation of a new Billing Standard Operating Procedure.

Program Highlights

- a. Water service sales and other revenues for FY15-16 was \$ 29.6M. The DOW provided water service to approximately 21,350 customer accounts with water consumption totaling 4.048 billion gallons.
- b. Operating expenses and debt service for FY15-16 was \$31.6M; \$8.3M of which was for debt service, \$7.1M for depreciation costs, \$1.5M for cost from water agreements, \$2.1M was for hydrants maintenance and cost of electrical power purchased for pumping was 2.5M. T
- c. A summary of changes in the physical assets of the DOW of Water is attached:

Department of Water, County of Kaua'i

June 30, 2016

Utility Plant Additions

Date	Job / Work Order	Description	Asset	Amount
04/22/15	Conveyance	Lydgate Park to Kapaa Bike Path Pedestrian Path Phase A & B	Pipeline	340,885.00
03/02/15	Conveyance	Kukuiula Development	Pipeline	227,252.30
09/23/15	Conveyance	Hokulei Village LLC Phase 1 & 2	On-Site Irrigation 1"	1,020,160.00
06/30/16	Job 13-05	Kolo Road Pipe line Replacement	Pipeline	825,629.35
Transmission & Distribution Mains				2,413,926.65
01/01/13	Conveyance	Honuhonu Ranch Condominium - Robert White	1 1/2" Copper DS Lateral 5/8" Meter	6,500.00
12/18/15	Conveyance	Kauai Bible Church	1" Copper SS Lateral 5/8" Meter	6,500.00
04/24/15	Conveyance	Chow, Clayton & Kimberly	1" Copper SS Lateral 5/8" Meter	7,000.00
12/01/15	Conveyance	Houghtby, Ralph	1" Copper SS Lateral 5/8" Meter	7,916.69
08/28/15	Conveyance	Jones, Richard & Crystal	1" Copper SS Lateral 5/8" Meter	8,124.95
08/06/14	Conveyance	Rita's Equipment Rental- Rita,D	1" Copper SSL 5/8" meter	9,000.00
09/18/13	Conveyance	Hendrickson, Jack	1" Copper SS Lateral 5/8" Meter	9,425.00
11/17/15	Conveyance	Aloiau Inc/ Magagnoli-Trask	1" Copper SS Lateral 5/8" Meter	10,700.00
02/25/16	Conveyance	Mear, Regina	1" Copper SSL 5/8" meter	11,000.00
04/09/15	Conveyance	Oshima, Akiko	2 1/2" Quad SL	11,186.00
02/24/15	Conveyance	Attix, Ken	1" Copper SS Lateral 5/8" Meter	11,479.93
04/08/15	Conveyance	Haleukana 1865 LLC/ Bob White	2 1/2" Copper SS Lateral 5/8" Meter	11,500.00
11/29/15	Conveyance	Sherwood Conant	1" Copper SS Lateral 5/8" Meter	11,975.00
06/24/15	Conveyance	Driver, John & Teresa	1" Copper SS Lateral 5/8" Meter	12,180.00
02/06/15	Conveyance	Carol, David	1" Copper SS Lateral 5/8" Meter	12,757.00
07/21/15	Conveyance	Greenway, Charles & Felisa	1" Copper SS Lateral 5/8" Meter	12,800.00
08/03/15	Conveyance	Wedemeyer, Kaimakana	1" Copper SS Lateral 5/8" Meter	12,900.00
08/20/15	Conveyance	Crawford, Anne Huddy	1" Copper SS Lateral 5/8" Meter	13,330.00
01/28/16	Conveyance	Aana, Thelma	2x 1" Copper SSL & 1x 1 1/2 DSL	13,500.00
02/25/16	Conveyance	Tom, Stephen	1 DSL & 5/8" meters	15,750.00
04/24/14	Conveyance	Oasis Restaurant (Paul Kyno) Bloody Mary's	1 SS & 1 DS Laterals Copper	17,978.00
04/24/15	Conveyance	Ono, Faith	1" Copper SSL 5/8" meter	18,500.00
07/22/15	Conveyance	Wakuta, Stuart	1 1/2" DSL copper	19,000.00
04/24/15	Conveyance	Fujimura-Saiki-PALER	1" Copper DS Lateral 5/8" Meter	23,500.00
12/09/15	Conveyance	Kukui'ula Development	2" Copper SS Lateral & 8" DI Svc Lateral	26,150.00
05/22/15	Conveyance	Carlson, Richard	1" Copper SS Lateral 5/8" Meter	27,000.00
12/13/13	Conveyance	Niu Piu Land Com. LTD	2 Quintuple Service Laterals	28,960.00
01/01/16	Conveyance	Lydgate Park to Kapaa Bike Path Pedestrian Path Phase A & B	Laterals	39,196.00
02/25/15	Conveyance	Kukui'ula Development	1 1/2" Meter SSL	102,400.70
06/30/16	Job 13-05	Kōlo Road Pipe line Replacement	Service Laterals	51,390.18
12/31/15	Various	Svc Lateral Installs Jul - Dec	Service Laterals	26,348.21
01/31/16	Various	Svc Lateral Installations- Jan	Service Laterals	12,798.80
02/28/16	Various	Svc Lateral Installations- Feb	Service Laterals	7,479.88

Department of Water, County of Kaua'i

June 30, 2016

Utility Plant Additions

Date	Job / Work Order	Description	Asset	Amount
03/31/16	Various	Svc Lateral Installs - Mar	Service Laterals	10,229.22
04/30/16	Various	Service Laterals - April	Service Laterals	25,354.22
05/31/16	Various	Service Laterals - May	Service Laterals	17,966.27
06/30/16	Various	Service Laterals - June	Service Laterals	6,896.63
Services				676,672.68
12/31/15	Various	Meters -Jul-Dec	Meters	20,221.01
01/31/16	Various	Meters - Jan	Meters	4,743.35
02/28/16	Various	Meters - Feb	Meters	1,502.95
03/31/16	Various	Meters - Mar	Meters	2,294.92
04/30/16	Various	Meters - Apr	Meters	3,488.42
05/31/16	Various	Meters - May	Meters	2,069.91
06/30/16	Various	Meters - June	Meters	4,334.65
Meters				38,655.21
08/31/15	WO C151364	Replace Hydrant	Hydrants	2,086.36
09/08/15	WOC15118	Replace Hydrant	Hydrants	1,874.88
09/30/15	WO C151370	Replace Hydrant	Hydrants	4,154.74
10/30/15	WO C151639	Replace Hydrant	Hydrants	2,454.36
10/30/15	WO C151725	Replace Hydrant	Hydrants	5,721.58
10/30/15	WO C151716	Replace Hydrant	Hydrants	1,913.86
10/30/15	WO C150392	Replace Hydrant	Hydrants	9,377.52
11/30/15	WO C151759	Replace Hydrant	Hydrants	1,913.86
11/30/15	WO C151735	Replace Hydrant	Hydrants	5,721.58
12/31/15	WO C150692	Replace Hydrant	Hydrants	2,226.67
01/31/16	WO C160190	Replace Hydrant	Hydrants	3,645.64
01/31/16	WO C160191	Replace Hydrant	Hydrants	1,914.88
01/31/16	WO C160192	Replace Hydrant	Hydrants	3,937.72
02/29/16	WO C15187	Replace Hydrant	Hydrants	4,367.75
02/29/16	WO C151588	Replace Hydrant	Hydrants	4,361.12
02/29/16	WO C151588	Replace Hydrant	Hydrants	270.00
02/29/16	WO C151372	Replace Hydrant	Hydrants	1,866.01
03/31/16	WO C151929	Replace Hydrant	Hydrants	3,410.71
03/31/16	WO C160594	Replace Hydrant	Hydrants	1,928.35
03/31/16	WO C160595	Replace Hydrant	Hydrants	3,645.74
03/31/16	WO C160593	Replace Hydrant	Hydrants	1,868.87
03/31/16	WO C160481	Replace Hydrant	Hydrants	1,868.87
04/30/16	WO C160472	Replace Hydrant	Hydrants	1,914.87
05/31/16	WO C160689	Replace Hydrant	Hydrants	5,945.41
05/31/16	WO C160943	Replace Hydrant	Hydrants	5,809.46
05/31/16	WO C160940	Replace Hydrant	Hydrants	3,781.63
06/30/16	WO C160688	Replace Hydrant	Hydrants	4,105.74
06/30/16	WO C160570	Replace Hydrant	Hydrants	2,208.42
06/30/16	WO C160569	Replace Hydrant	Hydrants	2,040.52
06/30/16	WO C160504	Replace Hydrant	Hydrants	2,151.87
06/30/16	WO C160975	Replace Hydrant	Hydrants	1,903.02

Department of Water, County of Kaua'i

June 30, 2016

Utility Plant Additions

Date	Job / Work Order	Description	Asset	Amount
06/30/16	Job 13-05	Kōlo Road Pipe line Replacement	Hydrants and Standpipes	37,272.00
04/09/15	Conveyance	Oshima, Akiko	Hydrants	17,393.00
03/02/15	Conveyance	Kukui'ula Development	Fire Hydrant 2 1/2" & 2 1/2" outlets	39,800.00
04/22/15	Conveyance	Lydgate Park to Kapaa Bike Path Pedestrian Path Phase A & B	Hydrants	54,000.00
02/25/15	Conveyance	Souza, Kenneth	Fire Hydrant 2 1/2" & 4 1/2" outlets & 6" Gate Valve	15,120.00
Hydrants				263,977.01
Total Utility Plant Additions				3,393,231.55

Department of Water, County of Kaua'i

June 30, 2016

General Plant Additions

Date	Vendor	Quantity	Description/Type	Amount
02/29/16	Allied Machinery	1	Case 4WD Backhoe w/extendahoe, pilot	113,686.77
Power Equipment				113,686.77
09/01/15	Wong's Equipment	1	Correlator PC Version Leak Detector	28,716.24
Computer Hardware				28,716.24
12/21/15	Jim Falk Motors	1	2016 Nissan Frontier Pickup CK2345	27,714.37
02/24/16	Valley Isle Motors	1	2016 Ford F450 Pickup	122,626.00
03/03/16	Allied Machinery	1	2016 TrailKing TK50RB Roll Back Trailer	65,520.41
04/27/16	Honolulu Ford	1	2016 Ford F-250 Super Duty Pickup CK2352	65,415.04
06/30/16	Honolulu Ford	1	2016 Ford F450 Supercab	95,835.87
Transportation Equipment				377,111.69
Total General Plant Additions				519,514.70

Department of Water, County of Kauai

June 30, 2016

Capital Lease Additions

Date	Vendor	Quantity	Description/Type	Amount
11/01/15	Dell Financial Services	1	Dell Optiplex 9030 AIO CTO	1,294.07
11/01/15	Dell Financial Services	1	Dell Precision M6800 CTO Base	3,308.51
03/01/16	Dell Financial Services	1	Dell Poweredge R530 Server	11,049.87
05/01/16	Dell Financial Services	1	Dell PowerEdge R430 Server	4,467.12
Total Capital Lease Additions				20,119.57

Department of Water, County of Kaua'i
 June 30, 2016
 Utility Plant Abandonment

Job/Work Order	Job/Work Order Description	Asset ID	Description of Abandoned Asset	Amount
	Job 13-05 WKK-09	Kolo Rd Pipeline Replacement	AC Pipe	18,381.00
	Job 13-05 WKK-09	Kolo Rd Pipeline Replacement	Copper Pipe	1,100.00
	Job 13-05 WKK-09	Kolo Rd Pipeline Replacement	Copper Pipe	300.00
	Job 13-05 WKK-09	Kolo Rd Pipeline Replacement	Gate Valves on(main)	1,733.00
	Job 13-05 WKK-09	Kolo Rd Pipeline Replacement	Angle Heads	527.67
	Job 13-05 WKK-09	Kolo Rd Pipeline Replacement	Copper Pipe	220.00
	Job 13-05 WKK-09	Kolo Rd Pipeline Replacement	Copper Pipe	1,200.00
	Job 13-05 WKK-09	Kolo Rd Pipeline Replacement	Gate Valves on(main)	910.26
	Job 13-05 WKK-09	Kolo Rd Pipeline Replacement	Angle Heads	431.73
	Job 13-05 WKK-09	Kolo Rd Pipeline Replacement	AC Pipe	8,355.00
	Job 13-05 WKK-09	Kolo Rd Pipeline Replacement	AC Pipe	3,620.50
	Job 13-05 WKK-09	Kolo Rd Pipeline Replacement	Gate Valves on(main)	1,733.00
	Job 13-05 WKK-09	Kolo Rd Pipeline Replacement	Cast Iron	384.00
Transmission & Distribution Mains				38,896.16
	Job 13-05 WKK-09	Kolo Rd Pipeline Replacement	Copper 1"	4,984.65
	Job 13-05 WKK-09	Kolo Rd Pipeline Replacement	Copper 1 1/2"	6,092.35
Service Laterals				11,077.00
			5/8" METER w/ AMR	677.28
			3/4 "x 3/4"	1,108.00
			1 1/2 "	377.30
Meters				2,162.58
C151118	Kahuna Rd	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C151364	Hookui St	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C151370	Kawaihau Sports Villas	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C151370-1	Kawaihau Sports Villas	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C151372	Kawaihau Sports Villas	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C151572	Kalani Kai/ Maka Rd	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C151639	Waewae Rd	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C151716	Kuamoo Rd	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C151725 a	Malakia St	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C151725 b	Malakia St	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C151725 c	Kuamoo Rd	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C151735 a	Malakia St	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C151735 b	Malakia St	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C151735 c	Kuahale Rd	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C151759	Kipuni Way	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C151929	Haleko Rd	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C152029	Poipu Rd	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C152030	Poipu Rd	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C160190	Poipu Rd	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16

Job/Work Order	Job/Work Order Description	Asset ID	Description of Abandoned Asset	Amount
C160190	Poipu Rd	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C160191	Kua Rd	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C160192	Kua Rd	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C160192	Kua Rd	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C160386	Kuamoo Rd	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C160449	Hanamaulu Rd	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C160472	Poipu Rd	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C160481	Hokuloa Rd	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C160504	Kikini Rd	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C160569	Ami Rd	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C160570	Kikee Rd	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C160593	Kaloke Rd	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C160594	Nonou Rd	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C160595 a	Ehiku St	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C160595 b	Ehiku St	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C160686	Palikea	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C160688 a	Olohena St	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C160688 b	Olohena St	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C160689 a	Olohena St	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C160689 b	Olohena St	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C160689 c	Opaekaa Rd	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C160940	Lihau St	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C160943	Kawaiiau Rd	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C160943-1	Kawaiiau Rd	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C160943-2	Kawaiiau Rd	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C161057	Kahuna Rd	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C160975	Aleo St.	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
C160976	Weke Rd	(1) 2.5" x (1) 4.5"	Hydrant	1,946.16
Hydrants				91,469.52
Total Utility Plant Abandonments				143,605.26

**Department of Water, County of Kauai
June 30, 2016
General Plant Retirement**

Date Acquired	Description	Cost	Accumulated Depreciation	Book Value
10/31/07	CK1972 2007 FORD RANGER TRUCK 4X4	24,822.76	24,822.76	0
09/30/93	CK1729 1993 FORD RANGER PICKUP TRUCK	11,613.01	11,613.01	0
06/06/02	Legal Ad, 2-1/2T Mini P/U Trucks	61.09	61.09	0
02/28/03	Legal Ad, Bid for Mini SUV	61.09	61.09	0
11/30/09	Notice of Solicitation - SUV	118.30	118.30	0
04/30/10	Notice of Solicitation - SUV	118.30	118.30	0
Transportation		36,794.55	36,794.55	0
Total General Plant Abandonments		36,794.55	36,794.55	0

DEPARTMENT OF WATER
County of Kaua'i

"Water has no Substitute – Conserve It!"