



# **Department of Parks and Recreation**

**Fiscal Year 2020 Annual Report**

**July 1, 2019 – June 30, 2020**

Pat Porter  
Director

## **DEPARTMENT OF PARKS AND RECREATION**

### **ADMINISTRATION**

#### **I. MISSION STATEMENT**

To promote and improve the quality of life for residents and visitors of Kaua'i by enhancing parks, open space, recreational and County facilities through innovative ideas and high-quality service.

#### **II. DEPARTMENT GOALS**

The Department of Parks and Recreation (DOPR) is comprised of eight divisions: Administration, Fiscal/Personnel, Recreation, Facilities Maintenance, Park Maintenance & Beautification, Kaua'i War Memorial Convention Hall, and Wailua Golf Course. The goals of DOPR are to provide well cared for and managed parks, recreational and public facilities, as well as excellent recreational services in an equitable manner for the purpose of building a strong, vibrant, and healthy island community.

#### **III. PROGRAM DESCRIPTION**

To provide the management and administrative support needed to continuously improve the maintenance and care of County parks, recreational and public facilities island-wide, as well as provide exemplary recreational activities and services for our residents and visitors from keiki to kupuna. The DOPR strives to work collaboratively and in partnership with other government agencies and community partners in planning and implementing programs to improve Kaua'i's unique quality of life.

##### **Program Objectives**

The DOPR will continue to do community outreach to provide our keiki and kupuna with opportunities to experience programs and activities here on the island that they may otherwise not be able to participate in due to transportation or other limitations or constraints. The DOPR will also diligently work with community partners through Grant, Adopt-A-Park, or Stewardship Programs with individuals and non-profit entities who want to invest their time, effort, and resources in the communities they live in. The DOPR will continue to work closely with other county, state, and federal agency partners and are thankful for the assistance that they continue to provide us for the benefit of our residents and visitors.

##### **Program Highlights**

The Department developed and implemented a permit process for the recreational use of the Weke Boat Ramp between the hours of 10:00 p.m. and 5:00 a.m. ahead of the reopening of Black Pot Beach Park. A meeting was held at the Hanalei

Neighborhood Center to discuss the process and issue permits to individuals in attendance who had the necessary documents.

The Department went through the process of amending Administrative Rules and Regulations Governing Commercial Boating Activities at County Parks (Part IV). The proposed amendments were submitted to the State Small Business Regulatory Review Board (SBRRB) and a public hearing was held. The Director and Deputy Director attended the SBRRB meetings on O’ahu, and the final rules were later adopted in February 2020.

The Department also drafted and went through the process of adopting Administrative Rules and Regulations on the Use of Sports Fields/Stadium Facilities and Playgrounds. Due to the COVID-19 pandemic, which prevented the Department from holding an in-person public hearing, the Department held its first virtual public hearing. These rules were adopted in May 2020 to provide direction for the Sports League Permit Application process that was implemented in June 2020.

In collaboration with other government agencies, including but limited to the Kaua’i Fire Department (KFD), Kaua’i Police Department (KPD), and the Kaua’i Emergency Management Agency (KEMA), an Incident Action Plan (IAP) was developed for the 2019 Hawaiian Canoe Racing Association’s State Championship Regatta, which was held on August 3, 2019 in Hanalei Bay.

**IV. BUDGET**

<b>Department/Expense Type</b>	<b>FY 2020 Budget</b>	<b>FY 2020 Actual</b>	<b>\$ Variance</b>	<b>% Variance</b>
<b>Parks Department</b>	<b>\$ 25,107,520</b>	<b>\$ 23,145,651</b>	<b>\$ 1,961,869</b>	<b>7.81%</b>
Salaries & Wages	\$ 9,886,840	\$ 9,109,621	\$ 777,219	7.86%
Benefits	\$ 6,465,353	\$ 5,778,276	\$ 687,077	10.63%
Leased / Equipment	\$ 1,093,591	\$ 1,080,878	\$ 12,713	1.16%
Operating	\$ 6,459,810	\$ 6,156,436	\$ 303,374	4.70%
Utilities	\$ 1,201,926	\$ 1,020,440	\$ 181,486	15.10%

<b>Division/Expense Type</b>	<b>FY 2020 Budget</b>	<b>FY 2020 Actual</b>	<b>\$ Variance</b>	<b>% Variance</b>
<b>Admin</b>	<b>\$ 4,310,684</b>	<b>\$ 4,286,607</b>	<b>\$ 24,077</b>	<b>0.56%</b>
Benefits	\$ 272,688	\$ 258,182	\$ 14,506	5.32%
Operating	\$ 3,515,089	\$ 3,509,672	\$ 5,417	0.15%
Salaries & Wages	\$ 522,907	\$ 518,753	\$ 4,154	0.79%

Note: Budget and Actual include encumbrances.

**DIVISION OF FISCAL, PERSONNEL, ENFORCEMENT AND PERMITTING**

**I. MISSION STATEMENT**

The mission of the Fiscal Division is to maintain and improve all fiscal, personnel,

enforcement, and permitting functions with the DOPR.

## **II. DIVISION GOALS**

The Fiscal Division's goals are to provide efficient and courteous service; to improve and upgrade the fiscal, personnel, enforcement, and permitting system; to develop and maintain the Division's policies and procedures; and to enforce the Kaua'i County Code (KCC), Chapter 19 relating to County parks and recreational areas, as well as camping on County parks and properties; and to ensure orderly and equitable use of recreational areas and facilities.

## **III. PROGRAM DESCRIPTION**

### FISCAL DIVISION

The Fiscal Division functions with the DOPR under the overall direction of the Director and the Deputy Director. The responsibility of the Division is reflected in its objectives:

1. Maintain fiscal, personnel, and permitting and enforcement records.
2. Develop fiscal policies and procedures.
3. Structure organization based on previous and current assessment of department needs; need resources to execute and implement efficient fiscal practices.
4. Fiscal, budgetary, procurement, payroll support to all divisions.
5. Verify/issue camping permits and facility usage reservations; ensure safe and proper usage of facilities.

### PERSONNEL SECTION

The Personnel Section of the DOPR is staffed with one Program Support Technician. Staff works with Division Heads in:

- Administering employee benefit, leave, personnel file maintenance and workers' compensation programs.
- Managing employer-union relations to assure safe, effective, and orderly operations.

### PARKS PERMIT SECTION

The goal of the Parks Permit Section is to ensure orderly and equitable use of recreational areas and facilities. This Section handles all facility usage reservations and issuing of permits.

Types of permits issued are as follows:

- Camping
- Pavilion Usage
- Athletic Field Usage (Baseball, Softball, Football, Soccer, etc.)
- Commercial Vending
- Tennis/Basketball Courts Usage
- Bryan J. Baptiste/Vidinha/Hanapēpē Stadium Usage
- Special Use/Right-of-Entry Permits
- Neighborhood Centers
- Swimming Pools

- Spouting Horn Vendors
- Mobile Sound Stage

### PARK RANGER SECTION

The Park Ranger Section ensures orderly and equitable use of the recreational areas and facilities. This Section patrols public parks, pavilions, beach areas and campgrounds, as well as the coastal path to preserve order, prevent vandalism, and enforce the KCC, Chapter 19 relating to County parks and recreational areas, DOPR Rules and Regulations, and provides information relating to park facilities and recreational programs. Park Rangers issue camping permits at campgrounds as needed and are trained to issue citations for violations of the KCC, Chapter 19 and certain Traffic Code violations that occur at County parks and recreational facilities. They are responsible for all facilities under the jurisdiction of the Department to ensure safe and proper usage.

### **Program Objectives**

1. Enforce the KCC, Chapter 19 relating to County parks and recreational areas, as well as camping on County parks and properties.
2. Ensure orderly and equitable use of recreational areas and facilities.
3. Assist the KPD as needed.

### **Program Highlights**

While enforcement is the main role of our Park Rangers, the Park Rangers educate all park users, both residents and visitors, of our rules and ordinances. As their duties and responsibilities continue to grow, so must their knowledge base. Most visitors are unaware that each island is a separate county and rules that apply on other islands would more than likely be different here on Kaua'i. The Park Rangers are a prime source of information for both residents and visitors. Their knowledge about our island and about how the DOPR operates and the services we provide greatly help the general public. For many first-time visitors, the Park Rangers are usually the first contact they have with the island. For most, this first contact is the beginning of an enjoyable vacation and they rely on their encounters with our Park Rangers to get more information about our island. Returning visitors look forward to meeting up with our staff to seek out new information about changes on the island.

During the 4<sup>th</sup> quarter of FY20, two additional Park Rangers were hired, which brought our total number of Park Rangers to seven to patrol over 80 parks and recreational facilities. The addition of the two Park Rangers has been great. They are learning very quickly and will soon be patrolling on their own. This leaves the Division with one Park Ranger vacancy.

Due to the island's unique ocean conditions, Park Rangers continue to warn residents and visitors of the strong currents and of beaches that have no lifeguard service. They have focused on visitors and warning them of the hidden hazards of our beaches. Each Park Ranger carries copies of the Beach Safety Guide and provides them to our visitors whenever possible. They also advise beachgoers to talk with our County Lifeguards about the ocean conditions.

In addition to educating the public on the use of County recreational facilities, Park Rangers take the extra time to give our visitors the information they need to have a safe and enjoyable stay on our island. Park Rangers give visitors advice on how to protect belongings while they are in our parks. Due to unfamiliar knowledge of our permitting locations and times, they provide information on current permitting times and locations so they can obtain camping permits, as well as information on the best places to sample local food. The enforcement staff prides themselves as being educators first; enforcement and citations come only as a last resort. The only quota they must fill is keeping our visitors and residents safe and informed so they can enjoy our recreational facilities around the island.

The Park Rangers have been a big help with the houseless community with informing them where they can go and how to be safe due to COVID-19 and the scare of Hurricane Douglas. Park Rangers assist other entities, such as Kaua'i Economic Opportunity (KEO), the County Housing Agency, various health care providers, etc., and communicate with those who need help out in our parks. They are equipped with protective face masks and gloves while they are out in the field informing the public of the Mayor's Emergency Rules and Governor's Proclamations as they are announced.

Park Rangers have assisted residents and visitors alike in things like helping to change a flat tire, helping them get assistance by making phone calls for a tow truck, to staying with visitors and their families who have locked their keys in their rental vehicle on a dark evening until new keys were brought out to them.

Park Rangers are authorized to issue citations for violations of the County's Parks and Camping ordinances. Additionally, they issue citations for non-moving violations, such as expired tax and safety checks, and unauthorized parking in Handicap/ADA parking stalls. This helps KPD to respond to other urgent issues. Park Rangers regularly appear in court to testify in support of their citations and supporting witnesses when they assist other Park Rangers or KPD Officers. The Parks Permitting and Security Coordinator is recognized by the courts as the Custodian of Records for the Department and is also called in to court periodically for questions regarding permitting.

**IV. BUDGET**

<b>Division/Expense Type</b>	<b>FY 2020 Budget</b>	<b>FY 2020 Actual</b>	<b>\$ Variance</b>	<b>% Variance</b>
<b>Fiscal</b>	<b>1,116,167</b>	<b>901,310</b>	<b>214,857</b>	<b>19.25%</b>
Salaries & Wages	586,941	502,649	84,292	14.36%
Benefits	444,589	321,143	123,446	27.77%
Leased / Equipment	54,375	47,893	6,482	11.92%
Operating	27,452	27,149	303	1.10%
Utilities	2,810	2,476	334	11.89%

Note: Budget and Actual include encumbrances.

**V. ACCOMPLISHMENTS/EVALUATION**

The breakdown of fees collected from camping permits are as follows:

	<b>Issued by Parks Permit Section</b>	<b>Issued by Park Ranger</b>	<b>Lydgate Campground*</b>	<b>Lydgate Group Site</b>
Hawaii Resident	Exempt	\$5.00	\$5.00	\$75.00
Non-Resident	\$3.00	\$5.00	\$25.00	\$150.00

\*10' x 10' and 20' x 20'

All listed amounts above are per adult per night, excluding Lydgate Campground & Group Site which are per site per night.

Revenues collected from facility usage applications are comprised of fees charged for the usage of a specific facility and do not include the custodial deposits, which are also paid but refunded at the end of each use.

<b>REVENUES COLLECTED:</b>	<b>FY19</b>	<b>FY20</b>
Neighborhood Centers / Parks / Stadiums	\$22,500	\$18,601
Camping	\$114,506	\$74,497
Spouting Horn Vendors	\$240,308	\$174,063
<b>PERMITS ISSUED:</b>	<b>FY19</b>	<b>FY20</b>
Neighborhood Centers	426	371
Parks, Pavilions, Stadiums	3,641	2,674
Camping - Residents (Number of Campers)	8,426	5,190
Camping - Non-Residents (Number of Campers)	14,354	9,555
Mobile Sound Stage	11	12
Spouting Horn Vendors	75	55
Commercial Vendor Permits	15	22
Lunch Wagon	20	47

Note: Lower revenues and permits issued in FY20 due to COVID-19 closure of DOPR Facilities.

Number of Camping Permits Issued by Park Rangers: 452

Number of Citations Issued by Park Rangers: 238

- 101 camping citations
- 131 citations for other Parks Ordinance violations
- 5 citations for violations of the Traffic Code
- 1 Peddlers/Concessionaires Ordinance violation

## **DIVISION OF PARK PLANNING AND DEVELOPMENT**

### **I. MISSION STATEMENT**

The mission of the Park Planning and Development Division is to facilitate the planning, design, and construction of parks, playgrounds, and other recreational facilities.

### **II. DIVISION GOALS**

1. To provide long range planning and development of recreational facilities.
2. To improve and upgrade existing recreational facilities.
3. To develop short- and long-term planning for recreation facility land acquisition.

### **III. PROGRAM DESCRIPTION**

The Park Planning and Development Division functions within the DOPR under the overall direction of the Director and the Deputy Director. The responsibility of the Division is reflected in its objectives:

1. Prepare and update Park Master Plan.
2. Acquire park land through park dedication fee and/or fee simple purchases.
3. Promote community involvement in the planning, development, and maintenance of recreational facilities.
4. Prepare bid proposal and construction documents for the construction and maintenance of recreational facilities.
5. Prepare and recommend Capital Improvement Projects for the Department.
6. Provide project management and inspection services for project construction.

#### **PLANNING & DEVELOPMENT STAFF:**

William Trugillo, Chief of Planning & Development

Nancy McMahon, Park Planner

Klayford Nakaahiki, Parks Project Manager

#### IV. BUDGET

Division/Expense Type	FY 2020 Budget	FY 2020 Actual	\$ Variance	% Variance
<b>Parks Planning</b>	<b>\$ 369,603</b>	<b>\$ 353,905</b>	<b>\$ 15,698</b>	<b>4.25%</b>
Salaries & Wages	\$ 221,008	\$ 220,451	\$ 557	0.25%
Benefits	\$ 136,160	\$ 123,711	\$ 12,449	9.14%
Operating	\$ 12,435	\$ 9,743	\$ 2,692	21.65%

Note: Budget and Actual include encumbrances.

#### V. ACCOMPLISHMENTS/EVALUATION

##### Completed Projects (July 2019 – June 2020)

- Kamalani Playground Surface Installation
- Renovations to Waimea Public Pool
- Salt Pond Beach Park Effluent Disposal System
- Hā'ena Beach Park Parking Lot Repairs
- Playground Repairs
  - Peter Rayno Park
  - Kapahi Park
  - Wailua Houselots Park

##### Ongoing Projects (as of July 2020)

- Bryan J. Baptiste Park Improvements
- Spouting Horn Vendor Pavilions Replacement
- Hanapēpē Town Park – Master Plan
- Inclusive Playground
- Park Closure – Assessment and Inventory
- Pickleball Court – Master Plan
- Hanapēpē Bridge Monument
- Vidinha Irrigation – Replace Controller
- Various Ball Lighting Repairs
- Kaua'i Seabird Conservation Plan
  - County Staff Training
  - Participant Committee Representative
- Sports Permitting – Established procedures

##### Professional Service

- Black Pot Master Plan
- Bryan J. Baptiste Park Improvements
- Hanapēpē Stadium Improvements
- Kapa'a Pool Filter Replacement
- Kalāheo Gym Roof Improvements
- Playcourt Resurfacing
- Spouting Horn Vendor Pavilions Replacement
- Standard Comfort Station Design
- ADA Improvements
  - Waimea Canyon Park
  - Kekaha Gardens Park
- Captain Cook Park Improvements





## **RECREATION DIVISION**

### **I. MISSION STATEMENT**

To provide quality programs and create educational and recreational opportunities for growth and enhancement by developing an array of diverse, affordable programs and special events that promote community participation and environmental awareness while meeting the physical, mental, social, and psychological needs of our island community.

### **II. DIVISIONS GOALS**

1. Enhance the quality of life for the people of Kaua'i.
2. Promote community involvement in the planning, development, and enhancement of recreational facilities and programs.

3. Fill gaps of communities' needs with programs.
4. Increase the health, safety, and welfare of the users of County community centers and pools.

### **Duties/Functions**

Under the supervisor of the Executive on Recreation, the Recreation Division provides administrative and support services in the operation and management of all Recreation facilities and programs. It provides personnel, budget, and management services. It coordinates with other agencies, divisions, and/or departments on issues related to planning, risk management, and enforcement of rules and regulations.

The Division provides communities with quality recreational programs that offer the necessary support functions in leisure, culture and arts, outdoor/indoor recreation, aquatics, and inclusive recreation for persons with disabilities. It implements the coordination and conducting of youth, adult and senior programs, sports leagues, facility reservations, and referrals/recommendations.

Facilities managed by the Recreation Division include 14 community centers – Kekaha Neighborhood Center (NC), Waimea NC, Smokey Valley Clubhouse, Kaumakani NC, Hanapēpē NC, Hanapēpē Multi-Purpose Building, Kalāheo NC, Kōloa NC, Kōloa Courthouse, Līhu'e NC, Kapa'a NC, Anahola Clubhouse, Kīlauea NC, and the Hanalei Courthouse. Also being managed are two public swimming pools – one in Waimea and one in Kapa'a. All facilities emphasize maximum usage in all levels of community services, such as meetings, class instruction, polling sites, housing, parties, seminars, leagues, etc.

### **III. PROGRAM DESCRIPTION**

The Recreation Division implements and coordinates recreational programs that offer support functions for youth, adult, and seniors, including leagues, facility reservations, referrals/recommendations, and program planning and implementation. The staff has succeeded in recruiting an adequate number of individuals as coaches, officials, and voluntary assistants. Center personnel have established a sound working relationship with the community and have gained their confidence, rapport, and support. Through the staffs' effort, a corps of youth and senior volunteers are relied on to implement community programs where adequate numbers dictate.

#### **Program Objectives**

- Provide a balanced development of recreation, education, and competitive activities for all age groups.
- Offer and coordinate recreational programs to meet the needs of our Kaua'i community.

## Program Highlights

- Summer Enrichment Program: The 2019 Summer Enrichment Program (SEP or Summer Fun), for children ages 5 through 11, had a maximum enrollment of 789 children whom were dispersed throughout the 9 sites around the island. All participants were encouraged to attend the program as often as they could unless situations prevented it. The six-week program is the most affordable summer program in the entire State of Hawai'i.

Although there were many issues and struggles that occurred this year, 2019's SEP was another terrific experience for the participants due to the collective effort of both summer hires and permanent staff. An incredible amount of positive feedback was received from the parents that trust these employees with caring for their children. With nine sites located throughout Kaua'i, this program is also the largest summer program on the island, spanning from Kekaha to Kīlauea. This year's curriculum focused around the concept of "Community". The "Teacher's Manual" served as a guide for the summer teachers to provide the participants with an educational experience between school years. As the program progressed, the children learned about the local communities on Kaua'i, a few careers that impact their communities directly, and how they can mālama any community with gratitude and the three R's. Unfortunately, the office did receive some complaints from sites as it later became evident that not all supplies needed for this year's curriculum were provided to everyone. Still, these sites managed to make the best out of what they had and created fun activities or worksheets to appeal to each age group with their own respective difficulties.

The young participants were provided many opportunities to go sightseeing, swim, learn, be creative, interact, and have fun with each other through the weekly excursions. Waimea Pool, Kapa'a Pool, YMCA Pool, Po'ipū Beach, and Salt Pond Beach served as locations where the youth were able to safely swim under the close watch of their site's Summer Fun leaders. Some excursions were designated to educational locations, such as the Grove Farm Train and Museum, Na 'Aina Kai Botanical Gardens, and the Kaua'i Museum, which all provided extra learning opportunities for the participants. The rest of the individual excursions were mostly sightseeing locations, such as Fern Grotto, Kaua'i Coffee, and Kamalani Playground, where children were able to visit places on Kaua'i that they may not normally visit. Despite some difficulties with bad weather conditions, all excursion locations provided the SEP participants with excellent opportunities to enjoy themselves outside of the confines of their summer site.

- Spring and Winter Programs: There were 335 children enrolled in the 2019 Winter and 2020 Spring Programs. The Winter Program was held at the Kapa'a, Kalāheo and Līhu'e NCs, while the Spring Program operated out of the Līhu'e and Kalāheo NCs. The programs, which are designed for youth ages 5 through 11, provide a variety of educational and physical activities for participants, including arts and crafts, dancing, board games,

exercise, and outdoor games. Enrollment for each site reached maximum capacity, showing a high demand islandwide.

- Community Basketball League: The 2019 Winter Basketball League began with the Skillz Challenge Jamboree on January 5, 2020 and ran through the 3<sup>rd</sup> week of March. Over 370 participants and 34 teams were divided into 2 divisions serving both boys and girls teams – 5-6 Division (5<sup>th</sup> and 6<sup>th</sup> graders) and 7-8 Division (7<sup>th</sup> and 8<sup>th</sup> graders). Games consisted of four periods – three 5-minute periods and one 15-minute period with a 5-minute halftime between the 3<sup>rd</sup> and 4<sup>th</sup> periods. The first three periods required mandatory play for all participants and a “no press” rule; however, there were with no restrictions in the final period. Games were played weekly on Mondays, Tuesdays, Wednesdays, Thursdays, and Saturdays. The championship games were set up to be a mini version of March Madness where all the teams picked a team song and all the players were introduced at half court with sounds blaring, lights, and smoke fog – all the bells and whistles. Kaua’i Basketball Referee Association won the bid for referees and the scoring table.
- Shootout and Skills Competition: The 2020 Skillz Challenge took place at the Kalāheo NC/Gym on Saturday, January 5, 2020, which was another fun-filled day of fellowship and competition with the opening of the Winter Basketball League. Once again, the 5-6 Division opened the day, followed by the 7-8 Division, with a grand finale of a new event, “Coaches Gotcha”, that brought the house down. Gift cards were awarded to first place (\$25 Amazon gift cards), second place (\$15 Jamba Juice gift cards), and third place (\$10 Jamba Juice gift cards) teams. Approximately 250 youths were part of this jamboree for the 3<sup>rd</sup> year running.

List of Events:

Shootout Challenge

Dribbling Relay Challenge

Rebounding Challenge

Play of the Day Challenge

- Mighty Mite League: The Mighty Mite and Termite League was rebranded to Mini and Junior Hoopsters League to create a community “buzz”. The league was made up of 19 teams and 239 participants from across the island with a maximum of 15 players per team. Teams were separated by grade level – Kindergarten and 1<sup>st</sup> grade for the Mini Hoopsters, and 2<sup>nd</sup> and 3<sup>rd</sup> grade for the Junior Hoopsters. The objective was to have an instructional league that focused on teaching each participant the fundamentals of basketball (shooting, passing, dribbling, defense, etc.) with an emphasis on sportsmanship, social interaction, and teamwork. The five-week season consisted of games played on Saturdays only. Each game had six 5-minute periods, 3<sup>rd</sup> period being half, and the 6<sup>th</sup> period as the final, with a 3-minute halftime break. Every player was required to play one full period per half, resulting in a minimum of two full periods per game. A normal Saturday would begin at 8:00 a.m. for the Mini Hoopsters until 10:45 a.m., and the Junior Hoopsters would begin at 11:00 a.m. and finish at 1:45 p.m. After each game, the participants would have potlucks and

fellowship with peers before leaving the facility. At the conclusion of our program, we asked the coaches for their feedback via a written survey on how they thought the program went and if they would be willing to coach the following year. From the responses that were received, the coaches enjoyed it and were willing to return next season (2020). This year we were pleased to have three new coaches. This is a confirmation that there is interest within our communities for programs such as this.

- Mayor's Youth Track Meet: The 2020 track meet was scheduled to be held on April 4 and 5, 2020. However, due to the COVID-19 pandemic and concerns for the health and well-being of the community, the Administration elected to cancel the event as it usually attracts over 1,000 individuals to Vidinha Stadium. Of the 1,000 individuals, 900 of them being participants, along with their families and numerous volunteers and staff. We look forward to running the track meet in the future.
- 2019 Conquer Kalena Park 3-on-3 Basketball Tournament: The 3<sup>rd</sup> Annual Conquer Kalena Park 3-on-3 Basketball Tournament was canceled due to the resurfacing of the Kalena Park basketball court. We look forward to running the tournament in the future on the newly resurfaced court.
- Leagues: A permitting application process for new and returning sports leagues was implemented in June 2020. This process requires all leagues to apply for and obtain a permit for the use of County facilities for each individual scheduled season pursuant to the newly adopted Rules and Regulations on the Use of Sports Fields/Stadium Facilities and Playgrounds. Due to the increasingly high demand for facility use, staff is working on prioritizing sports seasons throughout the year. We foresee that our operations are changing to the everchanging needs and organizations in our County and State.
- Senior Programs: FY20 has presented senior program planning with insight in observing practices that has formed over the past 10 years. It is with a changed attitude and trending ideas that will help redirect Recreation staff in moving forward with the senior population. As we research and poll seniors to meet their needs, we are invested in the work we do, and will continue to listen and brainstorm much-needed recreational activities for our island kupuna. The goal to continue to improve programs with the lives we are trusted with stand strong. Health and wellness classes, such as tai chi, chi gong, gentle yoga, bonsai, seated tai chi, and meditation classes provide the much-needed relaxation component necessitated for healthy living. Hula, ukulele, crafts, Nordic walking, pickleball, and cultural dance classes offer a sense of movement in keeping seniors physically active. March 2020 has given new meaning in our approach to serve them. As we plan to retain seniors through physical distancing, the goal to keep them socially engaged through online technology will be our challenge. We are faced with a new normal and our island kupuna will remain a top priority.
- Na Kupuna Council is an advisory group to senior programs that play an active role in the development of island-wide events. Their ideas and voices

are processed and put into action as planning continues. Through the generosity of Kaua'i Back Country, the Board and its members were treated to a once-in-a-lifetime Mountain Tubing Tour in September. A budget for special events was proposed to Na Kupuna Council and approved. An appointment of nominating committee elected Marilyn Matsumoto as President, Lola Cruz as Vice President, Joyce Nagata as Treasurer, and Sherman Fong as Secretary as the new officers for 2020-2021. The installation of officers that was to take place in May 2020 was canceled.

- Valentine's Dance Party: Sponsored by the Division and Na Kupuna Council, and hosted by the Kalāheo Seniors, the Valentine's Dance Party celebrated the theme of "Let the Good Times Roll" on February 14<sup>th</sup>. Entertainment was provided by the Kalāheo Seniors Music 'Ohana and the Sunset Swing Band. Kupuna were up and dancing with Pacific Missile Range Facility (PMRF) military personnel as they were graciously accompanied to the dance floor. With much enthusiasm, Mayor Kawakami greeted those in attendance and assisted the Waimea High School Interact Club members and advisor Dalton Matsuyama in serving kupuna coffee, tea, water, and refreshments. Through the collaborative efforts of the community, the event proved to be a successful event.
- Fun Day: Senior Fun Day was held at the Līhu'e NC and Isenberg Park on August 14<sup>th</sup> with fun outdoor games and a water balloon toss to start the day. Seniors anxiously waited for Bingo to start with Marilyn Matsumoto as the announcer. Door prizes and gift cards for lucky winners were issued by the Recreation Division and Na Kupuna Council. A smaller than usual crowd prompted Na Kupuna Council to offer suggestions for better attendance next year.
- Food and Craft Fair: The Annual Senior Food and Craft Fair was held on Saturday, October 12<sup>th</sup> at the Kaua'i War Memorial Convention Hall. A silent auction with items solicited by Na Kupuna Council brought in a large crowd anxiously waiting the opening of bids. Na Kupuna Council, registered as a domestic non-profit corporation, is the beneficiary to the proceeds generated and earmarked for special events, such as prizes and non-budgeted items throughout the year. Attendees were issued lucky drawing tickets for a chance to win prizes throughout the entire day. Crafts, food items, and bonsai plants were some of the items available for purchase. Other proceeds generated from sales that are managed by individual senior center clubs help to supplement their special luncheons throughout the year. Performances from various senior classes were enjoyed by all in attendance. Kupuna enjoy the social aspect of gathering to showcase their wares and talents.
- Senior Outreach Program continued to thrive through March 2020. Due to the COVID-19 pandemic, performances have been suspended. Recreation staff is looking at ways to connect through a video platform. This will take time and training for staff to accomplish this goal.

- Pickleball: Senior Pickleball has moved to the outdoor tennis courts at the following locations: Kalawai, Hanapēpē, and Kapa‘a. Each location is managed by a volunteer with set safety guidelines. Seniors manage to remain actively engaged by playing this fun, fast-paced game.
- Pools: The demand for aquatic recreation has dramatically increased throughout the years. Throughout the nation, people have become much more health conscious and have used swimming exercise to improve their health and quality of life. The number of public users at the Waimea and Kapa‘a swimming pools has increased substantially.
- Summer Swim Classes: Swimming lessons were offered to children at the Waimea and Kapa‘a pools. The instructors at the Waimea pool were Shea Hardy and Randy Ortiz, where 68 out of the 73 students graduated and received medals. Sarah Fontanilla volunteered at the Waimea pool. The instructors at the Kapa‘a pool were Graham Kovarik, Makana Waiamau, Zoey Kaneakua, Kiilani Arruda, and Julie Gillmore, where 61 out of the 72 students graduated and received medals. Dana and Uncle Kenny volunteered at the Kapa‘a pool. Unfortunately, the water pump at the Kapa‘a pool malfunctioned during the duration of the swim program. This resulted in the swim classes for Kapa‘a to be moved to the Kaua‘i High School pool. Overall, the swimming program received a lot of positive feedback with minimal to no incidents that occurred.
- Groups and Organizations Utilizing our Guarded Pool Sites included KIF high school swim teams, County SEPs, Kaua‘i Boys and Girls Clubs, Boy Scouts, Girl Scouts, Department of Education, KFD/Ocean Safety, Department of Land and Natural Resources, KPD, paramedics, American Red Cross, American Heart Association, United States Lifeguard Association, PMRF for military training throughout the year, Mokihana Aquatics, Swim Kaua‘i Aquatics, and Ho‘ola Lahui with Aquazumba.

#### IV. BUDGET

Division/Expense Type	FY 2020 Budget	FY 2020 Actual	\$ Variance	% Variance
<b>Recreation</b>	<b>\$ 2,990,692</b>	<b>\$ 2,344,441</b>	<b>\$ 646,251</b>	<b>21.61%</b>
Salaries & Wages	\$ 1,372,320	\$ 1,061,874	\$ 310,446	22.62%
Benefits	\$ 692,535	\$ 553,643	\$ 138,892	20.06%
Leased / Equipment	\$ 242,779	\$ 242,778	\$ 1	0.00%
Operating	\$ 520,178	\$ 361,580	\$ 158,598	30.49%
Utilities	\$ 162,880	\$ 124,566	\$ 38,314	23.52%

Note: Budget and Actual include encumbrances.

#### V. ACCOMPLISHMENTS/EVALUATION

The Recreation Division keeps advancing its mission to enhance and expand services to the people of Kaua‘i that improves their quality of life in the area of recreation. To accomplish this, the Division has made considerable strides by

expanding services, improving systems, and implementing new programs.

The Division is committed to seek ways to realize productive and effective services through a team of committed and dedicated workforce, such as:

- Develop goals in delivering services as a team at the workforce levels,
- Leadership and Communications Training, and
- Create opportunities within the workforce to develop job skills through the mentoring of fellow employees who are willing to do performance coaching and share their expertise for job productivity.

Manager Training: The 2019 National Recreation and Park Association (NRPA) Annual Conference was held in Baltimore, Maryland from September 24 to September 26, 2019. Baseball's "Iron Man" Cal Ripken Jr. delivered a powerful keynote address and stressed the importance of providing park space in communities. NRPA offered 12 educational tracks to attend during the three-day conference. Health and Wellness, Leadership and Management, Professional Management, Public Relations, Marketing and Recreation, and Sports Programming held interest in the work we do. Ted Talks, another great session to attend, brought out the most effective way to communicate. Highlights included an opening night reception sponsored by GameTime at the M&T Bank Stadium, which is the home of the National Football League's Baltimore Ravens. Babe Ruth's birthplace, transformed into a museum, showcased his many accomplishments as a professional baseball player. A night tour to Washington, D.C. allowed conference attendees to walk the grounds of the Lincoln Memorial, the Vietnam Veterans Memorial, along with a stop at the Martin Luther King Memorial. The overall experience of attending the NRPA conference was rejuvenating. It allowed attendees to learn new trends in the work we do, as well as opportunities to network with other professionals in the same field. Funding two managers from the Recreation Division to attend the conference was a good investment and money well spent.

## **FACILITIES MAINTENANCE DIVISION**

### **I. MISSION STATEMENT**

The mission of the Facilities Maintenance Division is to provide quality maintenance and repair services for the County of Kaua'i. The ultimate responsibility is to provide a safe, healthy, optimum work environment for all employees and the public, and their continued well-being in the provision of uninterrupted government services. The Division provides quality facilities maintenance and repair services to the County of Kaua'i and its employees.

### **II. DIVISIONS GOALS**

The Facilities Maintenance Division consists of three trades: electrical, plumbing, and carpentry. The Janitorial section is also included in the Facilities Maintenance

Division. The goals of the Division are to repair, maintain, and upgrade and improve all County facilities.

### III. PROGRAM DESCRIPTION

#### Program Objectives

To work collaboratively with other agencies to improve the County’s repair and maintenance program.

#### Program Highlights

During the COVID-19 pandemic, the Division was able to renovate the following facilities while they were closed:

1. Po’ipū Beach Park – electrical, plumbing, and building repairs; complete painting throughout two comfort stations and five pavilions.
2. Lydgate Beach Park – electrical, plumbing, and building repairs; complete painting throughout main pavilion, three small pavilions, and comfort station.
3. Salt Pond Beach Park – electrical, plumbing, and building repairs; complete painting throughout main pavilion, four small pavilions, and one comfort station.

The Janitorial Section cleaned in and out of all the community centers: Hanalei NC, Kīlauea NC and Gym, Anahola Clubhouse, Līhu’e NC, Kōloa NC, Kalāheo NC and Gym, Hanapēpē NC, Kaumakani NC, Waimea NC, and Kekaha NC. Services included pressure washing the exterior, clean windows and screens, and strip and wax floors.

### IV. BUDGET

Division/Expense Type	FY 2020 Budget	FY 2020 Actual	\$ Variance	% Variance
<b>Fac. Maint.</b>	<b>\$ 4,899,549</b>	<b>\$ 4,619,312</b>	<b>\$ 280,237</b>	<b>5.72%</b>
Salaries & Wages	\$ 2,417,205	\$ 2,341,788	\$ 75,417	3.12%
Benefits	\$ 1,737,128	\$ 1,569,102	\$ 168,026	9.67%
Leased / Equipment	\$ 153,504	\$ 151,569	\$ 1,935	1.26%
Operating	\$ 578,812	\$ 550,483	\$ 28,329	4.89%
Utilities	\$ 12,900	\$ 6,370	\$ 6,530	50.62%

### V. ACCOMPLISHMENTS/EVALUATION

The Facilities Maintenance Division completed the following projects:

- Renovated the front office area of the Real Property Assessment Division
- Renovated the new Boards and Commissions Office (old IT office)
- Repainted entire County Attorney’s Office
- Renovated KPD’s main dispatch office

- Replaced perimeter chain link fencing throughout Kekaha NC
- Reroofed Waikomo Park's comfort station
- Reroofed Kekaha Park's comfort station
- Upgraded light fixtures to meet shearwater standards
- Renovated the front office area of the Planning Department
- Replaced perimeter chain link fencing throughout Lydgate Soccer Field
- Renovated Hale Kōkua Office
- Renovated and reroofed storage room and office at the Parks' Kapa'a Baseyard
- Reroofed Kalepa Radio Site Building
- Reroofed Kokee Radio Site Building
- Renovated and painted Kapa'a Beach Park's comfort station
- Replaced various chain link fencing throughout the County.

## **PARK MAINTENANCE DIVISION**

### **I. DIVISION GOALS**

The goals of the Park Maintenance Division are to find ways to improve and maintain a quality system of parks and facilities that meet the needs of the public and to provide an efficient operating and maintenance program to supply the public with clean and well-maintained parks and park facilities through its implementation by assigning personnel to clean, maintain, and beautify each park and its facilities for the safety and enjoyment of all.

### **II. PROGRAM DESCRIPTION**

#### **PARK MAINTENANCE**

The Park Maintenance Division consists of three sections – Park Maintenance, Beautification, and Stadiums.

The Park Maintenance Division is divided into five districts: Hanalei, Kawaihau (includes parks east of Wailua Bridge to Anahola), Līhu'e (includes parks from Puhi to Hanamā'ulu), Kōloa (includes parks from 'Ōma'o to 'Ele'ele), and Waimea (includes parks from Kaumakani to Kekaha). The Division services 70 parks and stadium complexes totaling 497.37 acres.

Of all the County facilities, the softball fields are the most heavily used with year-round leagues both in the summer and winter seasons. Athletic fields available for usage are as follows:

- Anahola Hawaiian Homes Park
- Anahola Village Park
- 'Ele'ele Park
- Hanamā'ulu Peter Rayno Park (lights available)
- Isenberg Park (lights available)
- Kalawai Park (lights available)
- Kapa'a New Park (lights available)
- Kapa'a Town Park

- Kapahi Ball Park
- Kaumakani Park
- Kekaha Park (lights available)
- Kīlauea Park (lights available)
- Kōloa Park (lights available)
- Līhu‘e County Park
- Puhi Park
- Wailua Houselots Park
- Wailua Homesteads Park
- Waikomo Park
- Waimea Athletic Field (lights available)

### BEAUTIFICATION SECTION

The Beautification Section provides maintenance and beautification of landscaped areas within the County of Kaua‘i, with emphasis along public facilities, roadsides, hillsides, and/or any other scenic spot of public interest.

### STADIUMS SECTION

The Stadiums Section consists of three stadiums: Bryan J. Baptiste Sports Complex, Vidinha Stadium, and Hanapēpē Stadium. Caretakers at the stadiums are primarily responsible for the general groundskeeping, custodial services, and lining and prepping of sports fields.

### **Program Objectives**

#### PARK MAINTENANCE

##### Beach Parks

General maintenance consisting of washing pavilions and restrooms and picking up litter are conducted daily; mowing is on a scheduled basis; weed control, fertilizing, irrigating of shrubs, trees, and lawns are done on an as-needed basis.

##### Athletic Fields

In addition to general maintenance, athletic fields are prepared (field markings) for schedule games and practices, which include football, soccer, baseball, softball, volleyball, and track. Repair work on athletic fields include spreading of sand and dirt, re-cutting base paths, renovating pitchers’ mounds, home plates, and base pins.

##### Herbicide

Herbicide treatments are scheduled as needed, weather permitting. While not without challenges, organic practices are currently being implemented at Kapa‘a Beach Park and Captain Cook Memorial park as designated parks under the “Beyond Pesticides” Program. These parks are managed under one of two approaches: Integrated Pest Management (IPM) or Organic Land Management (OLM). Both aim to steward the land in a low-impact way that is more in line with natural ecosystem processes, and reduces the use of synthetic fertilizers and pesticides, though to varying degrees.

##### Fertilizing

Active parks receive fertilizer at least two times a year, with less active parks

receiving one to two applications a year. As with the use of herbicides, organic practices are currently being implemented at Kapa'a Beach Park and Captain Cook Memorial park as designated parks under the "Beyond Pesticides" Program. These parks are managed under one of two approaches: Integrated Pest Management (IPM) or Organic Land Management (OLM). Both aim to steward the land in a low-impact way that is more in line with natural ecosystem processes, and reduces the use of synthetic fertilizers and pesticides, though to varying degrees. The aim is to eventually introduce successful IPM and OLM practices to more parks to reduce overall costs and improve the environment.

#### BEAUTIFICATION SECTION

The Beautification Section consists of two districts. One district works out of the Hanapēpē Baseyard and is responsible for areas from Kūhiō Highway at the Līhue Civic Center, Moikeha Building to Kekaha. The other district works out of the Kapa'a Beautification Baseyard and is responsible for all other areas in Līhu'e to Hā'ena. The Beautification Section is responsible for weed control and mowing approximately 30 acres of lawn in parks, roadsides, or cemetery grounds; assisting the communities in caring for 14 public cemeteries; and performing maintenance work along beachfronts and roadsides by collecting and disposing of litter, and pruning and trimming of trees and shrubs. The Section was relied upon to work with other County departments or divisions and community groups to incorporate their expertise towards recreational activities at public buildings and parks on many occasions.

Related work included:

1. Weed control and landscaping activities.
2. Trash collection and disposal along County roadsides and parks.
3. To provide service to trees or shrubs and nursery stock.
4. Maintenance of neighborhood center grounds, administrative buildings, and KPD/Emergency Management Building.
5. Support to County-operated cemeteries.

#### STADIUMS SECTION

1. To provide clean, safe, and well-maintained stadium facilities for public use.
2. To provide a well-manicured playing surface for all program activities.
3. To encourage, promote, and attract professional Statewide and Islandwide events.

#### **Program Highlights**

##### PARK MAINTENANCE

During FY20 the Park Maintenance Division effectively networked with communities and community groups surrounding our park and recreational facilities throughout the island. The support given by the Division's three sections continued to help the community connect with one another and with the Department. Examples from the past year include numerous beach and park clean-up events, volunteer painting, building of picnic tables, comfort station rehabilitation, and improvements to our baseball and softball fields. In addition, because we have responsibility for the large community gathering places, we assist families who gather for birthdays, graduations, weddings, reunions, etc. The Division also maintains and prepares the sports facilities and stadiums in which

our children, adults, and seniors recreate and compete for the health and enjoyment of everyone involved. Several tournaments were held at our facilities in this past year, and the feedback from the participants were very positive. However, due to the COVID-19 pandemic, most sporting activities were curtailed or canceled, and most parks/facilities use permits were canceled or postponed. Lastly, our mobile sound stage continues to be popular year-round and through our work to maintain and deliver this popular stage to community events, we help non-profits and community-based organizations host fun and successful events throughout the year. We are proud of the positive impact our services deliver to our residents and visitors of Kaua'i. However, due to the COVID-19 pandemic, use of the mobile sound stage was canceled or postponed since March 2020 due to the concerns that social gatherings would be enticing and social distancing would be compromised. Additionally, five County campgrounds are currently in use to provide the houseless communities with a temporary place to shelter in place. These campgrounds are located at 'Anini Beach Park, Anahola Beach Park, Lydgate, Salt Pond Beach Park, and Lucy Wright Park.

#### New Hires

The Park Maintenance Division recently hired an Island-wide Rover Crew consisting of one working supervisor and three park caretakers. This new crew has already made a significant difference in the overall maintenance of parks and periphery areas, such as Hardy Street, Hundley Heights, neglected areas of various parks, and the multi-use path. The Island-wide Rover Crew addresses maintenance issues where needed on an as-needed basis.

#### Training

In the past year staff has participated in several training opportunities including safe use of fertilizers and pesticides, introduction classes to alternative use of fertilizers and pesticides, customer service, supervisory training, chainsaw training, M-PET training, and various safety trainings. There has been an effort to train additional staff on the Division's specialized equipment, such as the stump grinder, bushwhacker mower, flatbed truck, and lift truck with a 70-foot articulating aerial lift. Continued efforts to provide relevant training remains an important and positive part of what we are trying to accomplish in order to improve maintenance activities for the Division. The Park Maintenance Division's response to emergency evacuations of equipment from low-lying areas has improved since the last tsunami and hurricane warnings we experienced. Post event debriefings have identified potential problems and staff continues to improve mobility strategies to maximize efficiency and decrease time of movement.

#### New Equipment

The Division conducted a physical inventory of all small equipment. Numerous small equipment was procured for all districts to address equipment shortfalls and replacements. Small equipment procurement included blowers, trimmers, pole saws, chainsaws, push mowers, and field marking machines. Eight containers were acquired to provide needed storage space for park caretakers. With the new equipment in service, there has been an increase in productivity on many levels and staff morale has improved.

#### Inter/Intra Department Communication

We continue to improve communication amongst all DOPR divisions and other

County departments. Good professional relationships continue between DOPR divisions and improvements are noted in our communication and coordination with other County departments.

#### Customer Service

The Park Maintenance Division continues to improve our delivery of customer service. Phone calls and emails are returned promptly. Residents feel they are being listened to and they see resolution of their issues more quickly than before. Administration and staff are willing to meet at the parks with community members to discuss issues and to act on them. Administration and staff are more responsive and respectful to the ideas and feelings of park users through these direct interactions.

#### Park Types

TYPE-CRITERIA FOR CLASSIFICATION OF PARKS BY USE AND VISIBILITY IMPACT:

TYPE I – Extremely High Use and Visibility (Regional Park, Stadium Complex)

Facility Custodial Maintenance – Daily (2 Times)

Policing of Grounds – Daily

Refuse Removal – Daily

Mowing – Once/Week

Trimming – 3 Times/Week

Watering – 3 Times/Week

Field Preparation – 5 Times/Week

TYPE II – High Use and Visibility (District and Beach Park)

Facility Custodial Maintenance – Daily

Policing of Grounds – 5 Times/Week

Refuse Removal – 5 Times/Week

Mowing – Once/Week

Trimming – Once/Week

Watering – 3 Times/Week

Field Preparation – 5 Times/Week

TYPE III – Medium Use and Visibility (Community Park, Beach Park, Beach Park, Beach Right-of-Way)

Facility Custodial Maintenance – Daily

Policing of Grounds – 5 Times/Week

Refuse Removal – 5 Times/Week

Mowing – Every 2 Weeks

Trimming – Once Every 2 Weeks

Watering – Once/Week

Field Preparation – 3 Times/Week

TYPE IV – Medium Use and Visibility (Neighborhood Park, Beach Park, Beach Right- of-Way)

Facility Custodial Maintenance – 4 Times/Week

Policing of Grounds – 2 Times/Week

Refuse Removal – 3 Times/Week

Mowing – Every 2 Weeks

Trimming – Monthly  
 Watering – Once/Week, As Needed  
 Field Preparation – 2 Times/Week

TYPE V – Low Use and Visibility (Medial Strip, Triangle and Traffic Island) Facility  
 Custodial Maintenance – N/A  
 Policing of Grounds – Weekly, As Needed  
 Refuse Removal – Weekly, As Needed  
 Mowing – Monthly, As Needed  
 Trimming – Monthly, As Needed  
 Watering – As Needed  
 Field Preparation – As Needed

NOTE: During any seasonal recreation activity scheduled, mowing maintenance for that particular park will revert to once a week.

Parks List (by District)

<u>PARK</u>	<u>ACRES</u>	<u>TYPE OF FACILITY</u>	<u>TYPE</u>
<b>HANAIEI DISTRICT: (42.46 Acres)</b>			
Hā'ena Park Pavilion, Comfort Stations, Picnic, Lifeguarded Beach	5.50	Beach Park	III
Hanalei Black Pot Comfort Station, Picnic, Boat Ramp	~6.00	Beach Park	III
Hanalei Pavilion Picnic Pavilion, Comfort Station, Lifeguarded Beach	1.34	Beach Park	III
Waioli Beach Park Comfort Station, Picnic-Swimming not recommended	6.41	Beach Park	IV
Waioli Town Park Soccer Field, Playground Equipment, Lighted Basketball Court	5.50	Neighborhood Park	IV
'Anini Beach Park Picnic and Camping, Comfort Stations, Pavilions	12.53	Beach Park	II
Kīlauea Park Playground Equipment, Lighted Softball Field, Comfort Station	4.93	Neighborhood Park	III
Kīlauea Dispensary Park No facilities	0.25	Neighborhood Park	V
<b>KAWAIHAU DISTRICT: (2111.11 Acres)</b>			
Anahola Beach Park Picnic and Camping, Comfort Station	1.54	Beach Park	III

Anahola Village Park Playground Equipment, Soccer Field, Comfort Station, Pavilion	6.99	Neighborhood Park	IV
Anahola Haw'n Homes Park Clubhouse, Little League Field, Basketball Court, Playground Equipment, Restrooms	4.95	Neighborhood Park	III
Kapa'a Beach Park Pavilions, Picnic-Swimming not recommended	17.54	Beach Park	V
Keālia Beach Park Pavilions, Comfort Station, Parking, Picnic Tables, Access to Multi-Use Path, Lifeguarded Beach	66.00	Beach Park	III
Kapa'a New Town Park Little League Field, Baseball Field, Football Field, Lighted Softball Field and Tennis Courts, Lighted Roller Hockey Rink, Basketball Court, Comfort Stations	18.08	District Park	II
Kapa'a Town Park Soccer Field, Comfort Station	2.78	Beach Park	IV
Kapahi Park Playground Equipment, Little League Field and Soccer Field, Comfort Station	4.00	Neighborhood Park	III
Gore Park Passive Beautification Park	0.73	Neighborhood Park	V
Horner Park Passive Beautification Park	0.18	Neighborhood Park	V
Lihi Park Open grass area, Picnic Tables, Comfort Station, Access to Multi-Use Path			
Waipouli Park Picnic Tables	2.93	Beach Park	IV
Wailua Houselots Park Little League and Softball Fields, Basketball Court, Pavilion, Playground Equipment, Lighted Tennis Court, Comfort Station	10.05	Neighborhood Park	III
Wailua Homesteads Park Little League and Softball Fields, Basketball Court, Soccer Field, Pavilion, Playground Equipment, Lighted Tennis Court, Comfort Station	16.63	Neighborhood Park	IV
Wailua Riverview Park No facilities	0.86	Neighborhood Park	V

Multi-Use Path

Multi-use path for Jogging, Walking, Bicycles, and Dogs on Leash. Includes Pavilions, Picnic Facilities, Ocean Views

Lydgate Park 57.85 Regional Park I  
Comfort Stations, Picnic Shelters, Pavilions, Kamalani Playground, Ocean Pools, All-Terrain Wheelchair, Lifeguarded Beach, Bike Path, Sports Fields, Camping

**LĪHU‘E DISTRICT: (95.76 Acres)**

Hanamā‘ulu Beach Park 6.45 Beach Park III  
Pavilions, Comfort Stations, Picnic, Playground Equipment

Peter Rayno Park 3.59 Neighborhood Park III  
Pavilion, Lighted Softball Field, Basketball Court, Comfort Station, Playground Equipment

Wiliko Park 2.28 Neighborhood Park V  
Basketball Court

Laukona Park 2.59 Neighborhood Park V  
Basketball Court

Isenberg Park 9.16 Neighborhood Park III  
Lighted Softball Field, Comfort Station, Practice Football Field, Playground Equipment

Līhu‘e County Park 3.28 Neighborhood Park III  
Little League and Pony Fields, Soccer Field

Kalena Park 1.33 Neighborhood Park IV  
Basketball Court, Playground Equipment, Comfort Station

Nāwiliwili Park 6.27 Beach Park III  
Comfort Station, Playground Equipment, Volleyball, Picnic-Swimming not recommended

Niumalu Park 3.41 Beach Park III  
Picnic, Boat Ramp, Pavilion/Restrooms, Playground Equipment

Pua Loke Park 0.63 Neighborhood Park V  
Playground Equipment, Basketball Court

Puhi Park 3.40 Neighborhood Park V  
Playground Equipment

Puhi Subdivision Park Playground Equipment, Tennis Court, Little League and Softball Fields, Comfort Station, Pavilion	4.37	Neighborhood Park	IV
Ulu Ko Park Playground Equipment	4.00	Neighborhood Park	V
Hokulei Subdivision Park Playground Equipment, Concrete Walkway	2.00	Neighborhood Park	V
Molokoa Park	4.00	Neighborhood Park	V
Middle School Park	5.00	Not Developed	
Vidinha Stadium Athletic Complex, Baseball Field, Lighted Football Field, Track, Parking, Food Booths, Soccer Fields, Restrooms	34.00	Stadium/District	I
<b>KŌLOA-KALĀHEO DISTRICT: (71.61 Acres)</b>			
Kōloa Park Pavilion, Comfort Stations, Little League and Baseball Fields, Lighted Softball Field, Tennis and Basketball Courts, Playground Equipment	11.28	District Park	II
Kukui'ula Harbor Pavilion, Comfort Station	0.93	Beach Park	III
Spouting Horn Park Vendor Booths, Comfort Station	4.44	Passive Park	III
Po'ipū Beach Park Pavilions, Comfort Stations, Picnic, All-Terrain Wheelchair, Lifeguarded Beach, Playground	5.44	Beach Park	II
Waikomo Park Soccer Field, Comfort Station	3.74	Neighborhood Park	III
Weliweli Park Basketball Court, Open Field, Comfort Station	9.00	Neighborhood Park	IV
Waha Park Paved Parking Lot, No facilities	2.00	Neighborhood Park	V
Kato Park Practice Little League Field, Comfort Station, Park Used by Kalāheo School	1.38	Neighborhood Park	V

'Ōma'ō Park Playground Equipment	2.00	Neighborhood Park	V
Kalawai Park Comfort Stations, Little League and Baseball Fields, Basketball Court, Lighted Softball Field and Tennis Court, Playground Equipment, Food Booth, Pavilion	21.04	District Park	II
'Ele'ele Nani Park Landscaping, Fencing, Walking Path, Open Grass Area, Playground Equipment	7.50	Neighborhood Park	V
'Ele'ele Park Multi-Purpose Softball and Little League Field, Comfort Station, Pavilion, Basketball Court	2.86	Neighborhood Park	IV
<b>WAIMEA DISTRICT: (76.43 Acres)</b>			
Hanapēpē Stadium Comfort Stations, Baseball and Little League Fields, Lighted Football Field and Tennis Courts, Practice Football Field	14.68	Stadium/District	I
Hanapēpē Town Park Playground Equipment, Basketball Court	1.07	Neighborhood Park	IV
Hanapēpē Heights Park Playground Equipment, Basketball Court, Comfort Station	0.91	Neighborhood Park	IV
Hanapēpē Cliffside Park Playground Equipment, Fencing, Landscaping	1.75	Neighborhood Park	V
Salt Pond Park Pavilions, Comfort Stations, Picnic, Camping, Lifeguarded Beach	5.90	Beach Park	II
Hanapēpē Pavilion Pavilion, Comfort Station	0.81	Beach Park	III
Kaumakani Park Multi-Purpose Softball and Little League Field, Basketball Court, Pavilion, Comfort Station	3.45	Neighborhood Park	IV
Captain Cook Memorial Park Baseball Field, Lighted Tennis Courts, Practice Football Field, Comfort Station	6.80	Neighborhood Park	III
Lucy Wright Park Picnic, Camping, Pavilion, Comfort Station	4.48	Beach Park	III
Smokey Valley Park	0.48	Neighborhood Park	IV

Basketball Court, Clubhouse, Restrooms

Hofgaard Park Passive Beautification Park	30.00	Neighborhood Park	IV
Waimea Neighborhood Park Playground Equipment, Comfort Station	1.86	Neighborhood Park	IV
Waimea Athletic Field Playground Equipment, Little League and Baseball Fields, Pavilion, Food Booth, Lighted Softball Field and Basketball Court, Comfort Stations	11.73	District Park	II
Kekaha Faye Park Lighted Tennis Court and Softball Field, Baseball Field, Practice Football Field, Comfort Station, Track, Lighted Basketball Court, Playground Equipment	8.51	District Park	II
Kekaha Beach Park Pavilions, Comfort Station, Picnic, Lifeguarded Beach	9.70	Beach Park	V
Kekaha Gardens Park Pavilion, Comfort Station, Little League/Baseball Field, Basketball Court, Playground Equipment, Soccer Field	4.00	Neighborhood Park	IV

TOTAL PARK ACRES: **497.37**

TOTAL PARKS: **70**

#### BEAUTIFICATION SECTION

1. Irrigation activities with the use of a water truck with PUC certified driver and helper.
2. Daily landscape maintenance, such as planting, weeding, trimming, pruning, and mowing at designated locations, utilizing two pick-up trucks, a dump truck, two riding mowers, two supervisors, and eight groundskeepers.
3. Provide service for burials and daily maintenance at the Kaua'i Veterans Cemetery when Veterans Cemetery staff is shorthanded.
4. Provide staffing to maintain the landscaping at the Līhu'e Civic Center parking lot.

#### STADIUMS SECTION

Bryan J. Baptiste Sports Complex – 18.8 Acres

Vidinha Stadium – 34.00 Acres

Hanapēpē Stadium – 14.68 Acres

All stadiums are used year-round by the following organizations:

Pop Warner Football	AJA Baseball
KIF Football	KIF Baseball
Youth Winter Baseball	HYSA Soccer
Kaua'i Adult Soccer	KIF Track

Kaua'i Senior Softball  
 Pony Baseball  
 AYSO Soccer  
 Special Events

Jr. Olympic Softball  
 KIF Soccer  
 Kaua'i Youth Football

\*Due to the COVID-19 pandemic, activities were canceled, curtailed, or postponed and reflected compliance with the Governor's and Mayor's mandated restrictions.

**III. BUDGET**

Division/Expense Type	FY 2020 Budget	FY 2020 Actual	\$ Variance	% Variance
<b>Park Maint.</b>	<b>\$ 6,178,044</b>	<b>\$ 5,725,287</b>	<b>\$ 452,757</b>	<b>7.33%</b>
Salaries & Wages	\$ 2,471,801	\$ 2,251,988	\$ 219,813	8.89%
Benefits	\$ 1,629,709	\$ 1,495,245	\$ 134,464	8.25%
Leased / Equipment	\$ 494,596	\$ 494,530	\$ 66	0.01%
Operating	\$ 1,070,079	\$ 1,021,957	\$ 48,122	4.50%
Utilities	\$ 511,859	\$ 461,567	\$ 50,292	9.83%

Division/Expense Type	FY 2020 Budget	FY 2020 Actual	\$ Variance	% Variance
<b>Beautification</b>	<b>\$ 1,172,764</b>	<b>\$ 1,025,170</b>	<b>\$ 147,594</b>	<b>12.59%</b>
Salaries & Wages	\$ 643,644	\$ 573,364	\$ 70,280	10.92%
Benefits	\$ 453,102	\$ 396,758	\$ 56,344	12.44%
Operating	\$ 11,017	\$ 8,758	\$ 2,259	20.50%
Utilities	\$ 65,001	\$ 46,290	\$ 18,711	28.79%

Division/Expense Type	FY 2020 Budget	FY 2020 Actual	\$ Variance	% Variance
<b>Stadiums</b>	<b>\$ 1,069,463</b>	<b>\$ 995,617</b>	<b>\$ 73,846</b>	<b>6.90%</b>
Salaries & Wages	\$ 456,473	\$ 452,615	\$ 3,858	0.85%
Benefits	\$ 284,308	\$ 284,146	\$ 162	0.06%
Operating	\$ 151,073	\$ 134,162	\$ 16,911	11.19%
Utilities	\$ 177,609	\$ 124,694	\$ 52,915	29.79%

Note: Budget and Actual include encumbrances.

**KAUA'I WAR MEMORIAL CONVENTION HALL**

**I. MISSION STATEMENT**

Operate and maintain the Kaua'i War Memorial Convention Hall (KWMCH) for the benefit, enjoyment, and safety of Kaua'i's residents and visitors.

**II. DIVISION GOALS**

1. Strive to maintain the KWMCH using the best methods and standards.

2. Promote increased usage of the KWMCH.
3. Continue efforts and advocacy to upgrade the facility and its equipment.
4. Prepare the facility for its role as disaster evacuation shelter.

### **Duties/Functions**

The KWMCH is assigned three personnel whose duties and functions are as follows:

1. Manager: Supervise all use and operations of the facility.
2. Facility Maintenance Worker: Assist with facility and equipment maintenance, oversee theatre operations and work with producer on needs for events, keep equipment in operating condition, and advise Manager on equipment status.
3. Janitor II: Clean the facility's floors, restrooms, and other facility infrastructure, and perform landscaping work. (This employee reports to the Facilities Maintenance Division, Janitorial Section.)

### **III. PROGRAM DESCRIPTION**

The KWMCH remains the largest facility of its kind on Kaua'i with a 1,096-seat theatre, lobby, 2 exhibit halls, kitchen, and a conference room. The exhibit halls, kitchen, and conference room total more than 9,000 square feet of useable space.

A 266-car parking lot services the facility with additional parking available on Hardy Street, an adjacent tennis court, and other areas.

The facility's original structure was built in 1964, a large exhibit hall and kitchen was added in 1972, and the large exhibit hall and craft room (later converted into a conference room) was added in 1983. Significant upgrades and improvements did not occur until 2001 with the installation of new stage lighting and replacement of the sound system. No other upgrades occurred until 2012 when the theatre seats were replaced. New theatre carpeting was installed in 2014 and the area used for storage, which was the original designated craft room, was converted into a new conference room. Replacement of the old vinyl composition tile in the lobby, exhibit halls, conference room, kitchen, box office, and restrooms were completed in FY18 along with ceramic tile installed on the kitchen walls, which enhances utility and cleanliness.

### **Program Objectives**

There was a total of \$55,409.75 in deposits to the General Fund from July 2019 through mid-March 2020. Due to the COVID-19 pandemic, the facility was closed to the general public in mid-March and was used to support the efforts of the KEMA. Staff continues to improve the facility by working on maintenance projects during the facility closure to be able to provide a "fresh" look for future users.

The Adopt-A-Park Program was created in 2016 to enlist community volunteers in adopting each of the County's 67 parks, excluding the stadium facilities. Volunteers do not displace regular County Parks staff but provide assistance in performing tasks that staff cannot do on a consistent basis, such as repainting over graffiti, reporting hazards and vandalism and helping to keep park facilities, such as dugouts, bus shelters, and restrooms, clean and presentable for all users. Due to the pandemic, there have been no requests for community projects.

## **Program Highlights**

### **1. Facility Reservations**

There was a total of 248 days of reservations in FY20 – 194 days in the first 6 months (an increase of 38 days from the same period in the previous year) and 54 days in the last 6 months. This total includes days where there were multiple reservations on any given day. Due to the pandemic, the facility has been closed and all reservations have been canceled as of March 15, 2020.

From July to December 2019, there were 24 reservations for the use of the conference room compared to 8 reservations during the same period in the previous year. Subsequently, there were 13 reservations for the conference room from January to June 2020.

### **2. Administration**

Although the facility has been closed since March 15, 2020, staff has been able to support KEMA in the effort to control and fight COVID-19. The facility will continue to be available for efforts in response to COVID-19 for as long as it's needed.

The facility was used as the holding area for the County's food distribution in coordination with the Recreation Division.

### **3. Facility Maintenance**

During the closure, without jeopardizing the support for KEMA, the KWMCH staff managed to perform the following maintenance projects:

- Repainted the stage
- Repainted the lobby walls
- Replaced 12 chairs in the conference room
- Replaced chairs in the box office
- Repainted the floor/entry way of the lobby and Exhibit Hall B
- Ongoing painting of the curbs (red, blue, and white)
- Repaired the stage lighting, specifically the spotlight

#### IV. Budget

Division/Expense Type	FY 2020 Budget	FY 2020 Actual	\$ Variance	% Variance
<b>KWMCH</b>	<b>\$ 356,874</b>	<b>\$ 347,255</b>	<b>\$ 9,619</b>	<b>2.70%</b>
Salaries & Wages	\$ 139,489	\$ 138,887	\$ 602	0.43%
Benefits	\$ 90,191	\$ 86,107	\$ 4,084	4.53%
Leased / Equipment	\$ 2,938	\$ 2,755	\$ 183	6.23%
Operating	\$ 27,064	\$ 24,411	\$ 2,653	9.80%
Utilities	\$ 97,192	\$ 95,095	\$ 2,097	2.16%

Note: Budget and Actual include encumbrances.

### WAILUA GOLF COURSE

#### I. MISSION STATEMENT

To provide excellent playing conditions at a reasonable rate to our residents and visitors.

#### II. DIVISION GOALS

To continue to improve the playing surfaces and conditions of the golf course with revenues derived from green fees and concessionaires.

##### **Duties/Functions**

1. To operate and property maintain the golf course and its facilities.
2. To establish and enforce rules and regulations for the golf course.
3. To assist the Director of Finance in the administration of contracts with the concessionaires.

#### III. PROGRAM DESCRIPTION

This program supervises golf play; collects fees and maintains an 18-hole golf course, clubhouse, golf shop, restaurant, and other related facilities; administers contracts for the golf cart, pro shop, and restaurant concessions on 215 acres in Wailua.

##### **Program Objectives**

- To provide golf play at affordable and reasonable rates for residents and non-residents.
- To maximize tee time use.

- To improve the agronomics of the golf course.
- Promote junior golf program.

Category	Golf Fee
Resident – Daily	\$15.00
Resident – Holiday/Weekend	\$20.00
Resident – Monthly	\$60.00
Senior – Daily	\$12.00
Senior – Holiday/Weekend	\$15.00
Senior – Monthly	\$40.00
Super Senior – Daily	\$9.00
Super Senior – Weekend	\$13.00
Super Senior – Monthly	\$26.00
Non-Resident – Daily	\$48.00
Non-Resident – Holiday/Weekend	\$60.00
Non-Resident Play Card	\$215.00
Category	To
Twilight Resident – Daily	\$7.50
Twilight Resident – Holiday/Weekend	\$10.00
Twilight Senior – Daily	\$6.00
Twilight Senior – Holiday/Weekend	\$7.50
Twilight Non-Resident – Daily	\$24.00
Twilight Non-Resident – Holiday/Weekend	\$30.00
Junior	\$1.00
Junior Monthly	\$9.00
Driving Range Tokens	N/A

## Program Highlights

### Activities / Tournaments

HGEA	August 16, 2019
Kaua'i High School Foundation	August 17, 2019
Kaua'i Seniors	August 31, 2019
Filipino Chamber of Commerce	September 2, 2019
CKMS Tourney	September 28, 2019
KGA Championship	November 9, 2019
HGEA Quarterly Fellowship	November 11, 2019
Kaua'i Seniors	November 23, 2019
HGEA	January 20, 2020
John A. Burns Tournament	February 19-22, 2020
Kaua'i Seniors	February 29, 2020

There were a few events scheduled for May 2020 that were canceled due to the COVID-19 pandemic.

Kaua'i Golf Association member clubs:

1-2	Kaua'i Fil-Am	Menehune
1-16	Kaua'i Police	Mokuyobi Dental
AJA Women	Kaua'i Seniors	No Hāna

Club 36	Kaua'i Teachers	Thursday
Garden Island	Kaua'i Women	Traveler's Den
Hawaiian Men	Kekomohana	Wednesday
Higgin's Group	KGEA	Westside
Ho'olaulea	Lady's Choice	
Island Wahine GC	LeaLea	
Kapa'a GC	Masaki Group	

#### IV. BUDGET

Division/Expense Type	FY 2020 Budget	FY 2020 Actual	\$ Variance	% Variance
<b>Golf</b>	<b>\$ 2,643,680</b>	<b>\$ 2,546,747</b>	<b>\$ 96,933</b>	<b>3.67%</b>
Salaries & Wages	\$ 1,055,052	\$ 1,047,252	\$ 7,800	0.74%
Benefits	\$ 724,943	\$ 690,239	\$ 34,704	4.79%
Leased / Equipment	\$ 145,399	\$ 141,353	\$ 4,046	2.78%
Operating	\$ 546,611	\$ 508,521	\$ 38,090	6.97%
Utilities	\$ 171,675	\$ 159,382	\$ 12,293	7.16%

Note: Budget and Actual include encumbrances.

#### Comparison Data – Total Revenues Generated

FY 2018-19	\$ 1,225,603
FY 2019-20	\$ 1,018,452
Increase (Decrease) of	(\$ 207,151)

#### Comparison Data – Total Rounds

	FY2018-19	FY2019-20
July	6,014	5,943
August	5,270	5,538
September	5,506	5,111
October	5,923	5,279
November	5,816	5,208
December	5,848	4,793
January	6,686	6,143
February	5,649	5,857
March	6,856	4,807
April	6,070	1,456
May	5,939	5,458
June	5,568	6,443
<b>Total</b>	<b>71,145</b>	<b>62,036</b>

Decrease of: 9,109

Summary of Green Fee Revenue

Residents	Daily	\$ 48,315.00	
	Holiday	\$ 52,160.00	
	Monthly	\$ 105,540.00	
	Twilight Daily	\$ 22,815.00	
	Twilight Holiday	\$ 16,230.00	
	Pre-Paid	\$16,545	\$ 261,605.00
Super Seniors	Daily	\$ 2,772.00	
	Holiday	\$ 1,911.00	
	Monthly	\$ 27,196.00	\$ 31,879.00
Seniors	Daily	\$ 14,652.00	
	Holiday	\$ 8,280.00	
	Monthly	\$ 80,800.00	
	Twilight Daily	\$ 4,590.00	
	Twilight Holiday	\$ 2,670.00	
			\$ 110,992.00
Non-Residents	Daily	\$ 258,096.00	
	Holiday	\$ 57,180.00	
	Play Card	\$ 15,480.00	
	Twilight Daily	\$ 58,944.00	
	Twilight Holiday	\$ 19,500.00	
			\$ 409,200.00
Juniors	Daily	\$ 977.00	
	Monthly	\$ 135.00	
Junior Benefit		\$ -	\$ 1,112.00
Locker Fees	Monthly	\$ 328.00	
	6-months	\$ 520.00	
	Yearly	\$ 3,450.00	
			\$ 4,298.00
Approximate Total Green & Locker Fees			\$ 819,086.00
Driving Range			\$ -
Approximate Earnings from Concessionaires			\$ 199,366.99
Total Revenue			\$ 1,018,452.00

## V. ACCOMPLISHMENTS/EVALUATION

### Accomplishments

- Ongoing maintenance of consistent high-quality turf conditions of all tees, fairways, and greens since the conversion from Bermuda turf to Seashore Paspalum.
- Installation and implementation of newly established gold tees, which are forward of the existing red tee locations. The gold tees provide an alternative tee for all golfers, particularly Senior, Super Senior, and beginner golfers, by reducing the course length by nearly 1,000 yards. Benefits: Make the game fun for Seniors and the less-skilled players, improve speed of play.
- Completion of USGA's updated review and rating of the course from previously existing tees (blue, white, and red), and the newly established gold tees, which allow golfers to adjust their individual handicaps based on the tees played from.
- Ongoing yearly membership of the Kaua'i Golf Cooperative, which is promoted and marketed nationally and internationally through golf publications and media by the Kaua'i Visitors Bureau.
- Conversion of all parking area and external clubhouse lighting to solar-powered and solar-sensor lighting, reducing the facility's electricity usage while providing enhanced safety and security night lighting.
- Successful ongoing multi-year concession contracts, which provide valuable services to the Wailua Golf Course (WGC) patrons, visitors, and employees. These concessions include:
  - The Golf Shop Concession, dba Wailua Golf Shop, which manages and operates the driving range, provides rental golf clubs and pull carts, and the sale of golf products and accessories. The Wailua Golf Shop provides valuable services to the WGC patrons, visitors, and employees.
  - The Restaurant Concession, dba "Bamboo Grill", operates a snack bar window and restaurant and bar, which provides well-priced sandwiches, snacks, meals, beverages, and spirits. Bamboo Grill also provides well-priced catering services and a venue for hosting private events and parties.
  - The Golf Cart Concession, dba "Thursday Hui", provides and maintains a fleet of gas golf carts for the patrons of the WGC.
- Continued provision of credit card services for payment of green fees and gas cart rentals, and the availability of an on-site ATM machine provides a valuable and convenient service for WGC and its concessionaires' patrons.
- WGC is the only municipal golf course in Hawai'i chosen to regularly host the Hawai'i High School Athletic Association (HHSAA) boys and girls state championships, as well as the annual Junior World Qualifier. These tournaments are hosted on a rotation basis with exclusively resort golf course venues on the neighbor islands.
- Continued successful preparation of the golf course and facilities for hosting the John A. Burns Intercollegiate Golf Tournament in mid-February. The John A. Burns Intercollegiate Tournament is a prestigious annual collegiate event hosted by the University of Hawai'i Golf, which attracts 16

collegiate golf teams from all parts of the United States and involves over 90 collegiate players. WGC is the only municipal course venue used to host this prestigious collegiate tournament, which has historically hosted exclusive to resort course venues.

- Continued recognition of WGC by the Golf Channel as one of the Top 5 Golf Courses in Hawai'i, and the only municipal course ranked among Hawai'i's top resort golf courses.
- In February, a new Golf Course Administrator was brought onboard. As a certified golf course superintendent, he has already made great strides to improve the operations of our Maintenance Section. New equipment purchases, along with irrigation system upgrades, are among those achievements accomplished over his short tenure with the Department.

### Challenges

- Continue providing ongoing maintenance and repairs of the golf course facility; upgrades and repairs (i.e. cart paths, equipment, course potable water lines, clubhouse facility) to the over 60-year-old facility.
- Continued golf fee analysis and review, and occasional recommendations of amendments to the Golf Fee Ordinance to maximize the Golf Fund revenues and golf rounds played, without sacrificing attractiveness, value, and affordability of WGC for both residents and non-residents.
- Continued pursuit and commitment to partnership opportunities to promote, market, and national pride and international exposure of WGC (i.e. Kaua'i Visitors Bureau, the Royal Coconut Coast Association, etc.).
- To increase non-resident rounds.
- Continued pursuit, commitment, and partnerships to host significant golf tournaments and events (i.e. University of Hawai'i, HHSAA, Hawai'i and Kaua'i Junior Golf Association, USGA, etc.) to continue and enhance exposure, promotion, and recognition of WGC amongst the State's and Nation's finest.

### Evaluation

Regarding revenue, 2020 is proving to be an extremely challenging year for the golf course with the advent of the pandemic. Restrictions were put in place to reduce the spread of the virus. The golf course closed for a period in April and social distancing safety measures were put in place, which reduced the number of rounds played. Due to the implementation of mandatory quarantine for non-residents, non-resident rounds have decreased over 95%. Although non-resident play accounts for less than 15% of the total rounds, it accounts for over 50% of the golf course's green fee revenue.

In addition to social distancing, tee times were spaced further apart and initially only two players per group were allowed. In June 2020, groups of up to six players were allowed. All club play and tournaments were suspended.