

# BOARD OF WATER SUPPLY

CITY AND COUNTY OF HONOLULU  
630 SOUTH BERETANIA STREET  
HONOLULU, HI 96843  
[www.boardofwatersupply.com](http://www.boardofwatersupply.com)



July 20, 2021

RICK BLANGIARDI, MAYOR

BRYAN P. ANDAYA, Chair  
KAPUA SPROAT, Vice Chair  
RAY C. SOON  
MAX J. SWORD  
NA'ALEHU ANTHONY

JADE T. BUTAY, Ex-Officio  
ROGER BABCOCK, Jr., Ex-Officio

ERNEST Y. W. LAU, P.E.  
Manager and Chief Engineer

ELLEN E. KITAMURA, P.E.  
Deputy Manager and Chief Engineer

## NOTICE

The Board of Water Supply, City and County of Honolulu, will hold a Regular Meeting on Monday, July 26, 2021, at 2:00 p.m. in the Boardroom, Public Service Building, 630 South Beretania Street, Honolulu, Hawaii.

Pursuant to the Twenty-First Proclamation issued by Governor David Y. Ige on June 7, 2021, related to the COVID-19 emergency, in order to allow public participation in a manner consistent with social distancing practices, the following procedures are in effect for the meeting.

Some Board members may be participating in the meeting by interactive conference technology from remote locations.

### TESTIMONY

Testimony can be submitted as follows:

- Written testimony may be emailed to [board@hbws.org](mailto:board@hbws.org) or faxed to (808) 748-5079. Testimony is due by Monday, July 26, 2021, at noon. Written testimonies should include the submitter's address, email address, and phone number. Written testimony will be posted to the BWS website at [boardofwatersupply.com](http://boardofwatersupply.com).
- Mail written testimony to Board of Water Supply, 630 S. Beretania St., Honolulu, HI 96843. Testimony is due by Monday, July 26, 2021, at noon.
- On-line testimony will be accepted at [boardofwatersupply.com/testimony](http://boardofwatersupply.com/testimony). Fill out the testimony form. Due by Monday, July 26, 2021, at noon.
- Telephone testimony will be accepted during the meeting at (808) 748-6040. Callers will be placed in a queue and brought up to testify one at a time.
- In-person testimony will not be accepted.

Testimony is limited to two (2) minutes and shall be presented by the registered speaker only.

### MATERIALS AVAILABLE FOR INSPECTION

Meeting materials ("board packet" under HRS Section 92-7.5) are accessible at [www.boardofwatersupply.com/boardmeetings](http://www.boardofwatersupply.com/boardmeetings).

### VIEWING THE MEETING

The meeting will be viewable via live streaming on:

(1) the BWS website: [www.boardofwatersupply.com/live](http://www.boardofwatersupply.com/live). Video will appear on screen. You may have to click the arrow on video to start it. You may have to unmute audio as muted audio tends to be the default setting.

### **SPECIAL REQUESTS AND ACCOMMODATIONS**

If you require special assistance, an auxiliary aid or service, and/or an accommodation due to a disability to participate in this meeting (i.e., sign language interpreter; interpreter for language other than English, or wheelchair accessibility), please call (808) 748-5172 or email your request to [board@hbws.org](mailto:board@hbws.org) **at least three business days prior to the meeting date.**

The agenda for the July 26, 2021, Regular Meeting of the Board of Water Supply is as follows:

**ITEMS REQUIRING BOARD ACTION**

1. Approval of the Minutes of the Regular Meeting Held on June 28, 2021
2. Adoption of Resolution No. 927, 2021, Recommending to the City Council, City and County of Honolulu the Transfer of Board of Water Supply Interests in Wahiawa Ditch Easements and Rights of Way to the Owners of Properties Encumbered by these Easement and Rights of Way

**ITEMS FOR INFORMATION**

1. Capital Improvement Program Quarterly Update
2. Financial Update for the Quarter Ended June 30, 2021
3. Recruitment Status
4. Presentation of Report and Recommendations to the Board by the Hawaii Revised Statutes §92-2.5 Permitted Interaction Group on the Redevelopment of the Board of Water Supply Beretania Property
5. Fiscal Year 2021 Claims Management Summary
6. Update on Fee Waivers for Affordable, Homeless and Automatic Fire Sprinkler Retrofit Projects
7. 2021 Water Conservation Program Update
8. Status Update of Groundwater Levels at All Index Stations
9. Water Main Repair Report for June 2021

## MINUTES

### THE REGULAR MEETING OF THE BOARD OF WATER SUPPLY

July 26, 2021

At 2:02 PM on July 26, 2021, in the Board Room of the Public Service Building at 630 South Beretania Street, Honolulu, Hawaii, Board Vice Chair Kapua Sproat called to order the Regular Meeting.

Present: Kapua Sproat, Vice Chair  
Max J. Sword, Board Member  
Ray C. Soon, Board Member  
Na'alehu Anthony, Board Member via WebEx  
Jade T. Butay, Board Member, Ex-Officio  
via WebEx  
Roger Babcock, Jr., Board Member, Ex-Officio  
via WebEx

Also Present: Ernest Lau, Manager and Chief Engineer  
Ellen Kitamura, Deputy Manager and Chief Engineer  
Jason Takaki, Program Administrator,  
Capital Projects Division Administrator  
Jadine Urasaki, Assistant Program Administrator,  
Capital Projects Division via WebEx  
Garon Hamasaki, Civil Engineer IV,  
Customer Care Division via Vimeo  
Kathleen Elliott-Pahinui, Information Officer,  
Communications Office  
Raelynn Nakabayashi, Executive Assistant I,  
Executive Support Office  
Jason Nikaido, Acting Program Administrator,  
Field Operations Division  
Joseph Cooper, Waterworks Controller,  
Finance Division  
Michele Thomas, Executive Assistant I,  
Human Resources Office via WebEx  
Henderson Nuuhiwa, Program Administrator,  
Information Technology Division  
via WebEx  
Michael Matsuo, Land Administrator, Land Division  
Erwin Kawata, Program Administrator,  
Water Quality Division via WebEx  
Barry Usagawa, Program Administrator,  
Water Resources Division  
Kevin Ihu, Program Administrator,  
Water System Operations Division  
via Vimeo  
Lorna Heller, Civil Engineer VI  
Water Resources Division



Kathy Mitchell, Administrative Services Officer  
via WebEx  
Deanna Thyssen, Manager Secretary via WebEx  
Joy Cruz-Achiu, Board Secretary  
Tracy Burgo, Information Specialist II,  
Communications Office  
Stella Bernardo, Information Specialist II,  
Communications Office via WebEx  
Blaine Fergerstrom, Information Specialist II,  
Communications Office via WebEx

Others Present: Jeff Lau, Deputy Corporation Counsel  
via WebEx  
Jessica Wong, Deputy Corporation Counsel  
via WebEx

Absent: Bryan P. Andaya, Chair

## REGULAR MEETING

Vice Chair Kapua Sproat announced she was sitting in for Chair Bryan Andaya via WebEx. She requested a roll call for the Regular Meeting and asked each Board Member to respond verbally when their names were called. Board Member Jade Butay, aye; Board Member Roger Babcock, aye; and Board Member Na'alehu Anthony, aye.

Vice Chair Sproat requested all attendees calling in or video conferencing to please mute their microphones when not speaking to the audience. When intending to speak, unmute their microphone and identify themselves before speaking.

Vice Chair Sproat introduced those present in the Boardroom, Manager Ernest Lau, Board Secretary Joy Cruz-Achiu, Information Specialist Tracy Burgo, and Board Member Ray Soon. Joining from the City and County Corporation Counsel were Deputy Jeff Lau and Deputy Jessica Wong via WebEx Call.

Vice Chair Sproat stated that the Board of Water Supply (BWS) is dedicated to providing safe, dependable, and affordable water now and into the future.

Vice Chair Sproat stated under the Twenty-first Proclamation related to the COVID-19 Emergency Order issued by Governor David Ige on June 7, 2021, the Board meeting would follow public participation in a matter consistent with COVID-19 practices. The following procedures are in effect for the meeting:

Board Members are participating from remote locations via WebEx.

Vice Chair Sproat shared the various ways to submit testimony: Written testimony may be submitted by email to [board@hbws.org](mailto:board@hbws.org), by fax to (808) 748-5079; mailed to Board of Water Supply, 630 S. Beretania St., Honolulu, HI 96843; or online at the [boardofwatersupply.com/testimony](https://boardofwatersupply.com/testimony), which were all due on Monday, July 26, 2021, at noon. Telephone testimony is accepted by calling (808)748-6040, where you will be put in the queue and allowed to testify one at a time. Unfortunately, due to the pandemic, in-person testimony is suspended. Pursuant to HRS Section 92-7.5, Board Meeting materials are available to view on our website at [www.boardofwatersupply.com/boardmeeting](https://www.boardofwatersupply.com/boardmeeting).

Vice Chair Sproat also announced the Board Meeting is broadcasted live on the BWS website at [www.boardofwatersupply.com/live](https://www.boardofwatersupply.com/live).

At 2:04 PM Board Member Na'alehu Anthony joined the Board meeting via WebEx

### APPROVAL OF MEETING

Approval of the Minutes of the Regular Meeting Held on June 28, 2021.

### MOTION TO APPROVE

Jade Butay and Roger Babcock, Jr. motioned and seconded, respectively, to approve the Minutes of the Regular Meeting of June 28, 2021.

Vice Chair Kapua Sproat asked Ms. Tracy Burgo if there was anyone on the telephone to testify. Ms. Burgo responded there were no telephone testifiers.

In lieu of a roll call vote, Vice Chair Sproat requested a voice vote on the motion and requested that Board Members in favor of the motion say "Aye." The Board members present responded with a verbal "Aye." Vice Chair Sproat then inquired if any Board Members would like to object or vote "Nay" on the motion. There were no objections or "Nay" votes. Vice Chair Sproat announced that the motion was unanimously carried.

THE MINUTES OF THE REGULAR MEETING HELD ON JUNE 28, 2021, WERE APPROVED AT THE JULY 26, 2021 BOARD MEETING			
	AYE	NO	COMMENT
BRYAN P. ANDAYA			ABSENT
KAPUA SPROAT	X		
RAY C. SOON	X		
MAX J. SWORD			ABSENT
NA'ALEHU ANTHONY	X		
JADE T. BUTAY	X		
ROGER BABCOCK, JR.	X		

"July 26, 2021

ADOPTION OF  
RESOLUTION  
NO. 927, 2021,  
RECOMMENDING  
TO THE CITY  
COUNCIL, CITY  
AND COUNTY OF  
HONOLULU THE  
TRANSFER OF  
BOARD OF  
WATER SUPPLY  
INTERESTS IN  
WAHIAWA DITCH  
EASEMENTS AND  
RIGHTS OF WAY  
TO THE OWNERS  
OF PROPERTIES  
ENCUMBERED BY  
THESE  
EASEMENTS AND  
RIGHTS OF WAY

Chair and Members  
Board of Water Supply  
City and County of Honolulu  
Honolulu, Hawaii 96843

Chair and Members:

Subject: Adoption of Resolution No. 927, 2021, Recommending to the City Council, City and County of Honolulu the Transfer of Board of Water Supply Interests in Wahiawa Ditch Easements and Rights of Way to the Owners of Properties Encumbered by these Easements and Rights of Way

We recommend the adoption of Resolution No. 927, 2021, which recommends to the City Council the transfer of Board of Water Supply (BWS) interests in the Wahiawa Ditch easements and rights of way to the owners of properties encumbered by said easements and rights of way.

BACKGROUND:

In 1901, the Waialua Agricultural Company, Hawaiian Fruit and Plant Company, and other Wahiawa homesteaders organized the Wahiawa Water Company (WWC) to distribute water for both domestic uses and irrigation to Wahiawa via a system of ditches. As a result, both companies and the individual homesteaders conveyed perpetual rights of way for the ditch system, as well as access over and the right, title, interest, and estate to their lands so encumbered by the ditch system to WWC (per indentures dated April 18, 1903, June 15, 1904, and May 9, 1906, as recorded with the State Bureau of Conveyances).

WWC's ditch system was supplied by water drawn from the north branch of Kaukonahua Stream high in the Koolau mountains above Wahiawa. A series of tunnels and ditches, collectively called the Mauka Ditch, transmitted water to open reservoirs near the town of Wahiawa and the ditch system drew water from these open reservoirs. Maps showing the Mauka Ditch and the Wahiawa Ditch systems are attached for your reference.

Over the years, however, WWC began using wood stave pipes to supply domestic water to the various homesteaders. By the 1930s, WWC replaced most of the wood stave pipes with cast iron and galvanized pipes and constructed a chlorination system to treat the water before it was provided for domestic consumption. It is not known if the ditch system remained in use for irrigation but we are unaware of any documentation that canceled the easements and rights of way for the ditches through Wahiawa.

In December 1952, the City Board of Supervisors (the precursor body to the City Council) authorized the Suburban Water Systems (SWS) Acting Chief Engineer, Acting City Attorney, and City Controller to negotiate with WWC the acquisition of all property being used for public utilities. In March

1953, WWC agreed to sell its water system to the City for \$900,000. Thus, in June 1953, WWC conveyed to the City all of its personal property used in its water development's storage, transmission, and distribution systems; all of its rights, title, and interest to the ditch system; and all ditch easements and rights of way (per indenture dated June 16, 1953, and recorded at the State Bureau of Conveyances). SWS assumed operational and maintenance responsibility for WWC's water system (including the ditch system) that was acquired by the City.

In December 1958, the City Board of Supervisors approved Resolution No. 807, which transferred the SWS to BWS, effective January 1, 1959. Thus, WWC's water system and ditch system were effectively conveyed to BWS.

In 1960, BWS Manager Edward J. Morgan recommended that the BWS Board authorize him to take the necessary actions to quitclaim BWS's interests in the WWC ditch system's rights of way and easements as requests are received from property owners, provided that no waterlines are located in the ditch easements and rights of way. In making his recommendation, Manager Morgan noted that the ditch system had been abandoned for many years as the area was developed for residential use, BWS no longer had any use for the ditch system, and the ditch easements and rights of way were a problem for the owners who wanted to construct and finance their homes. The BWS Board unanimously approved Manager Morgan's recommendation at its October 20, 1960 meeting.

BWS has since quitclaimed several portions of the ditch easements and rights of way to the owners of properties encumbered by said easements and rights of way. This piecemeal type of approach was implemented, as opposed to quitclaiming all of BWS's interests in the ditch rights of way and easements at one time, because of the extent of the ditch system and the amount of time and effort that would be needed to field-verify the locations of the easements and rights of way, obtain the necessary documents to confirm ownership, and petition Land Court where necessary to quitclaim the ditch easements and rights of way and remove the encumbrances from the affected certificates of title.

While processing the latest requests to quitclaim portions of the ditch rights of way and easements, it was discovered that not all previous actions had been approved by the City Council. To date, of the 20 plus quitclaim actions that have been executed, only a handful were approved by the Council. Per Section 7-105 (f) of the Revised Charter of the City and County of Honolulu 1973, BWS is authorized to recommend to the City Council the sale, exchange, or transfer of real property and interests in real property under BWS's control. BWS has determined, through consultation with the Department of the Corporation Counsel, that BWS should obtain City Council approval to quitclaim all the remaining portions of the ditch easements and rights of way before continuing its piecemeal process.

Thus, we request the Board recommend to the City Council the transfer of BWS's interests in the remaining WWC ditch easements and rights of way to the owners of affected properties, provided that there are no water lines

located in them and the City is not otherwise using them for its stormwater drainage system.

Respectfully Submitted,

/s/ ERNEST Y. W. LAU, P.E  
Manager and Chief Engineer

Attachment"

**DISCUSSION:**

Vice Chair Kapua Sproat asked Ms. Tracy Burgo if there was anyone on the telephone to testify. Ms. Burgo responded there were no telephone testifiers.

Manager Ernest Lau introduced Mr. Michael Matsuo to give the presentation.

At 2:08 PM during Mr. Matsuo's presentation, Manager Lau announced that Board Member Max Sword walked into the Board room and joined the Board meeting.

Vice Chair Sproat acknowledged Board Member Sword attendance.

Board Member Ray Soon asked for confirmation that the \$900,000 used to acquire the Wahiawa Ditch System easements and rights of way came from the City and not the BWS ratepayers.

Mr. Matsuo confirmed and assured Board Member Soon that the \$900,000 did not include any money from BWS ratepayers.

Board Member Soon commented that the resolution did not state that the easements and rights of way would be transferred to property owners at their request, as was mentioned in the presentation, which Board Member Soon felt that this was important information to include in the resolution and that BWS should try to transfer all of the remaining easements and rights of way whether they are requested or not. Board Member Soon also inquired if the intent was to transfer all remaining and easements and rights of way whether they are requested or not.

Mr. Matsuo confirmed that the intent was to continue with the transfer of the remaining easements and rights of way as requested by the various owners.

Board Member Soon commented that resolution wouldn't restrict the BWS from transferring the easements and rights on an as-requested basis. He strongly urged the BWS to transfer all the remaining easements and rights of way since the ditch doesn't fit into the BWS system.

Mr. Matsuo explained that the Wahiawa Ditch System was put into place many years ago and by his estimates, affected about 250 parcels and the easements and rights of ways for approximately 70 parcels have been transferred to date. Because of the number of the remaining affected parcels, further transfers would take some time to complete.

Manager Lau commented that some homeowners would prefer BWS to expedite the transfer process and staff can explore what would be required in terms of resources. For now, Manager Lau felt the BWS could execute the transfers on a piecemeal basis so the BWS can get the process started for those owners who are submitting requests.

Board Member Soon and Board Member Max Sword asked if the City Council would vote just once on this issue.

Mr. Matsuo confirmed that the BWS plans a single request recommending to the City Council that they approve the transfer of all remaining ditch easements and rights of way.

Manager Lau added that the City Council would approve the transfer by adopting a resolution.

Board Member Sword asked what percentage of the easements and rights of way are left to transfer.

Mr. Matsuo replied that the BWS has been able to transfer approximately one-third of the easements and rights of way to date, leaving approximately two-thirds of the easements and rights of way left to transfer.

Manager Lau commented that the BWS staff will explore if all transfers can be done at once or in some combination.

Board Member Sword asked if any of the transfers have been rejected by the City Council.

Mr. Matsuo responded that not all of the completed transfers were approved by the City Council. Therefore, the BWS is trying to comply with the Charter by asking the City Council to approve all transfers of the ditch easements and rights of way, then move forward with the rest of the transfers.

Manager Lau gave background on how the BWS became responsible for the Wahiawa Ditch System easements and rights of way. Before 1959, there were two different agencies in charge of the water systems on Oahu. One was the BWS, which focused on the water system serving metropolitan Honolulu and the other was the Suburban Water System, managed by the City, which focused on the water system serving the rural areas of Oahu. In 1959, all of the assets of the Suburban Water System were transferred to the BWS and the BWS became responsible for nearly all public water systems serving Oahu, including the Wahiawa Ditch System.

Vice Chair Sproat asked what the cost would be to complete the transfer per affected lot.

Mr. Matsuo explained that the transfer process would require surveying the affected parcels to verify the location of the ditch easements and rights of way and conducting title searches to confirm ownership. The land

surveying costs could be in the hundreds of thousands of dollars because of the extent of the ditch system. Title searches are estimated to cost approximately \$300 per search. Mr. Matsuo also explained that the affected parcels are a mix of Land Court and Regular System parcels. The BWS would need to petition Land Court to transfer the ditch easements or rights of way to owners of Land Court parcels. No petitions would be required to transfer the easements and rights of way of the Regular System parcels. Land Division staff could prepare the Land Court petitions, but the surveying and title searches would most likely be contracted out.

Vice Chair Sproat indicated that she was concerned about the complexity of the transfer process and inquired if the BWS would handle the transfer documentation in-house or anticipates hiring outside counsel.

Mr. Matsuo responded that if the BWS were to consider executing the transfers all at once, it would be best to contract out the surveying and title search work.

Manager Lau asked Mr. Jeff Lau, Deputy Corporation Counsel to help respond to Vice Chair Sproat's question.

Mr. Matsuo added that Corporation Counsel assistance would be required when the BWS draft the transfer documents, as one is needed for each affected property.

Deputy Corporation Counsel Lau indicated that each transfer document would have to be approved by Corporation Counsel as to the legality, so contracting with an outside legal counsel might be required. Further evaluation can take place as the process moves forward.

Vice Chair Sproat commented she understood Board Member Soon's concern about transferring the parcels to be free of any liabilities. However, she is curious to know what the BWS would be committing to financially. She brought up the idea of asking landowners to share in the cost of executing the transfers since landowners have an interest in completing the transfer.

Board Member Na'alehu Anthony asked how many more years would it take to complete the remaining transfers if the BWS were to undertake to transfer all the remaining easements and rights of way all at once.

Mr. Matsuo replied that due to the number of remaining affected parcels, the transfer process may take two or more years to complete.

Manager Lau added that the timeframe for completion also depends on how long the Land Court process takes to approve the transfer.

Mr. Matsuo stated Land Court could take up to six months to a year to approve the transfers.



Manager Lau requested the Board give the BWS some time to carefully consider the issue to better gauge the level of effort, cost, and timeline to move the transfer process forward.

Vice Chair Sproat responded that it would be helpful. She asked Mr. Matsuo if he knew how many parcels would need to be processed through Land Court and how many wouldn't.

Mr. Matsuo replied that he hasn't looked at all the parcels that closely, but if he had to guess, it could be 50 to 60% of the affected properties are Land Court parcels.

Board Member Anthony inquired, how many other properties does the BWS owns exposing the BWS to similar risk, liability, and don't serve the BWS systems and customers. He specifically mentioned the Nuuanu reservoirs that were discussed at another meeting which were previously used to serve customers but today are used to mitigate flooding.

Manager Lau responded that the BWS has acquired multiple properties islandwide over the past 90 years, therefore doesn't have an answer at this time. The BWS is limited to the capacity to look into all properties at once. However, the BWS does manage to handle the issues as needed. The BWS can begin looking into all the properties but it would take substantial effort into looking at each parcel and identify the issues related.

Board Member Anthony commented he didn't intend for the BWS to start looking into the properties right away. Instead, he was more curious to know if other properties that the BWS owns were not providing service or water to customers.

Mr. Matsuo explained that he feels a lot of the issues arise because of the BWS acquisition of watershed properties. He cited Haiku Stairs as an example. The BWS obtained the Ha'iku Valley for watershed protection and water development, but the acquisition included the Ha'iku Stairs and all the problems associated with it.

Vice Chair Sproat inquired if the BWS filed a declaration of water use for the Wahiawa Ditch System in the 1980s.

Manager Lau replied he did not know if a declaration was filed since the Wahiawa Ditch System was not functioning or being used in the 1980s. He explained that when the Wahiawa Water Company converted to wood pipe systems it's unclear if these pipes were laid in the easements or rights of way.

Vice Chair Sproat commented that if a declaration was filed for the Wahiawa Ditch System it might be able to provide additional information on the easements and rights of way, the location, and the condition of the ditch system. She also mentioned that declarations are filed even if systems are not in use because of the potential value for future use.

Manager Lau stated an inquiry could be made to the Commission on Water Resource Management (CWRM) Office to verify if anyone filed a declaration for the Wahiawa Ditch System.

Vice Chair Sproat stated that some declarations may be available online.

Vice Chair Sproat asked if Manager Lau had any additional remarks. She also commented that follow up is needed on several points discussed today and was wondering if the Board members feel they have enough information to act on the resolution

Manager Lau urged the Board to adopted Resolution 927, 2021, or amend it to allow the BWS to move forward and seek the City Council's approval of the transfers.

Board Member Roger Babcock replied that he had enough information to make a decision. He explained his understanding of the resolution is to seek approval from the City Council to transfer the ditch easements and rights of way is the first step for the BWS to dispose of them.

Board Member Sword stated that he also had enough information to make a decision.

Vice Chair Kapua Sproat asked if there was any further discussion or comments. Since there was no further discussion or comments, Vice Chair asked Ms. Tracy Burgo if there was anyone on the telephone to testify. Ms. Burgo responded there were no telephone testifiers.

**MOTION TO  
ADOPT**

Max Sword and Jade Butay motioned and seconded, respectively, the Adoption of Resolution No. 927, 2021, Recommending to the City Council, City and County of Honolulu the Transfer of Board of Water Supply Interests in Wahiawa Ditch Easements and Rights of Way to the Owners of Properties Encumbered by these Easements and Rights of Way.

Vice Chair Sproat requested that Board Secretary, Ms. Joy Cruz-Achiu conduct the roll call vote.

Ms. Cruz-Achiu conducted a roll call vote: Board Member Ray Soon, abstain; Board Member Max Sword, aye; Board Member Na'alehu Anthony, aye; Board Member Jade Butay, aye; Board Member Roger Babcock, aye; and Vice Chair Kapua Sproat, aye.

Ms. Cruz-Achiu announced that the motion passed with five ayes and one abstention.

ADOPTION OF RESOLUTION NO. 927, 2021,  
RECOMMENDING TO THE CITY COUNCIL, CITY AND  
COUNTY OF HONOLULU THE TRANSFER OF BOARD  
OF WATER SUPPLY INTERESTS IN WAHIAWA DITCH  
EASEMENTS AND RIGHTS OF WAY TO THE OWNERS  
OF PROPERTIES ENCUMBERED BY THESE  
EASEMENTS AND RIGHTS OF WAY, ADOPTED ON  
JULY 26, 2021

	AYE	NO	COMMENT
BRYAN P. ANDAYA			ABSENT
KAPUA SPROAT	X		
RAY C. SOON			ABSTAIN
MAX J. SWORD	X		
NA'ALEHU ANTHONY	X		
JADE T. BUTAY	X		
ROGER BABCOCK JR.	X		

**BOARD OF WATER SUPPLY  
CITY AND COUNTY OF HONOLULU**

**RESOLUTION NO. 927, 2021**

**RECOMMENDING TO THE CITY COUNCIL, CITY AND COUNTY OF HONOLULU,  
THE TRANSFER OF BOARD OF WATER SUPPLY INTERESTS IN THE  
WAHIAWA DITCH EASEMENTS AND RIGHTS OF WAY TO OWNERS OF  
PROPERTIES ENCUMBERED BY THESE EASEMENTS AND RIGHTS OF WAY**

WHEREAS, Waialua Agricultural Company, Hawaiian Fruit and Plant Company and other Wahiawa homesteaders organized the Wahiawa Water Company (hereinafter the "WWC") to distribute water for both domestic uses and irrigation to Wahiawa via a system of ditches (hereinafter the "Wahiawa Ditch System") per a Memorandum of Agreement dated April 6, 1901 and conveyed to WWC perpetual rights of way for the Wahiawa Ditch System, the right, title, interest and estate to their lands encumbered by the Wahiawa Ditch System as well as access over said lands to the Wahiawa Ditch System per indenture dated April 18, 1903, recorded at the Bureau of Conveyances, State of Hawaii (hereinafter the "Bureau") in Liber 269, Page 2 and per indentures dated June 15, 1904 and May 9, 1906 and filed in the Office of the Assistant Registrar of the Land Court of the State of Hawaii (hereinafter "Land Court") as Document Nos. 2 and 31, respectively;

WHEREAS, after WWC began using pipelines to distribute water to Wahiawa for domestic use, the Wahiawa Ditch System continued to operate and supply irrigation water to Wahiawa for a period of time;

WHEREAS, in 1953, the City and County of Honolulu (hereinafter the "City") acquired from WWC all of its personal property used in its water development's storage, transmission and distribution systems (hereinafter the "WWC Water System"), together with all of its rights, title and interests in the Wahiawa Ditch System easements and rights of way per indenture dated June 16, 1953 and recorded at the Bureau in Liber 2731 Page 173;

WHEREAS, the Suburban Water System (hereinafter the "SWS") assumed control, operation and management of the WWC Water System and the Wahiawa Ditch System easements and rights of way on behalf of the City;

WHEREAS, the City Board of Supervisors approved Resolution No. 807, which transferred the SWS to the Board of Water Supply (hereinafter the "BWS"), effective January 1, 1959, thereby effectively conveying the Wahiawa Ditch System easements and rights of way to BWS;

WHEREAS, then BWS Manager and Chief Engineer Edward J. Morgan noted to the BWS Board that the Wahiawa Ditch System had been abandoned for many years as the area was developed for residential use, BWS no longer had any use for it and the Wahiawa Ditch System easements and rights of way were a problem for owners who

wanted to construct and finance their homes, and recommended the Board authorize him to take any actions necessary to transfer BWS's interests to the Wahiawa Ditch System easements and rights of way to the owners of the affected properties as requests are received, provided that no waterlines and appurtenances are located in said easements and rights of way;

WHEREAS, at its October 20, 1960 meeting the BWS Board approved Manager and Chief Engineer Edward J. Morgan's recommendation;

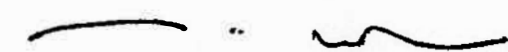
WHEREAS, BWS has transferred or quitclaimed its interests in the Wahiawa Ditch System easements and rights of way in a piecemeal fashion to the owners of the affected properties since 1960 instead of in one action because of the extent of the Wahiawa Ditch System and the amount of time and effort that would be needed to collectively field-verify the locations of said easements and rights of way, determine ownership of all parcels affected, obtain the necessary documents to confirm ownership, and to petition Land Court where necessary to quitclaim said easements and rights of way and remove the encumbrances from the affected certificates of title;

WHEREAS, not all of the executed quitclaims were approved by the City Council as required under Section 7-105 (f) of the Revised Charter of the City and County of Honolulu 1973, which states that BWS is authorized to recommend to the City Council the sale, exchange or transfer of real property and interests in real property under BWS's control; and

WHEREAS, BWS has determined, through consultation with the City Department of the Corporation Counsel, that BWS should obtain City Council approval to quitclaim all of its remaining rights to the Wahiawa Ditch System easements and rights of way so it can continue its piecemeal process.

NOW, THEREFORE, BE IT RESOLVED by the members of the Board of Water Supply, City and County of Honolulu, that BWS recommend to the City Council, City and County of Honolulu, the transfer of its interests in the Wahiawa Ditch easements and rights of ways to the owners of properties encumbered by said easements and rights of way, provided that there are no BWS water pipelines, City storm drain lines and appurtenances located in said easements and rights of way.

ADOPTED:

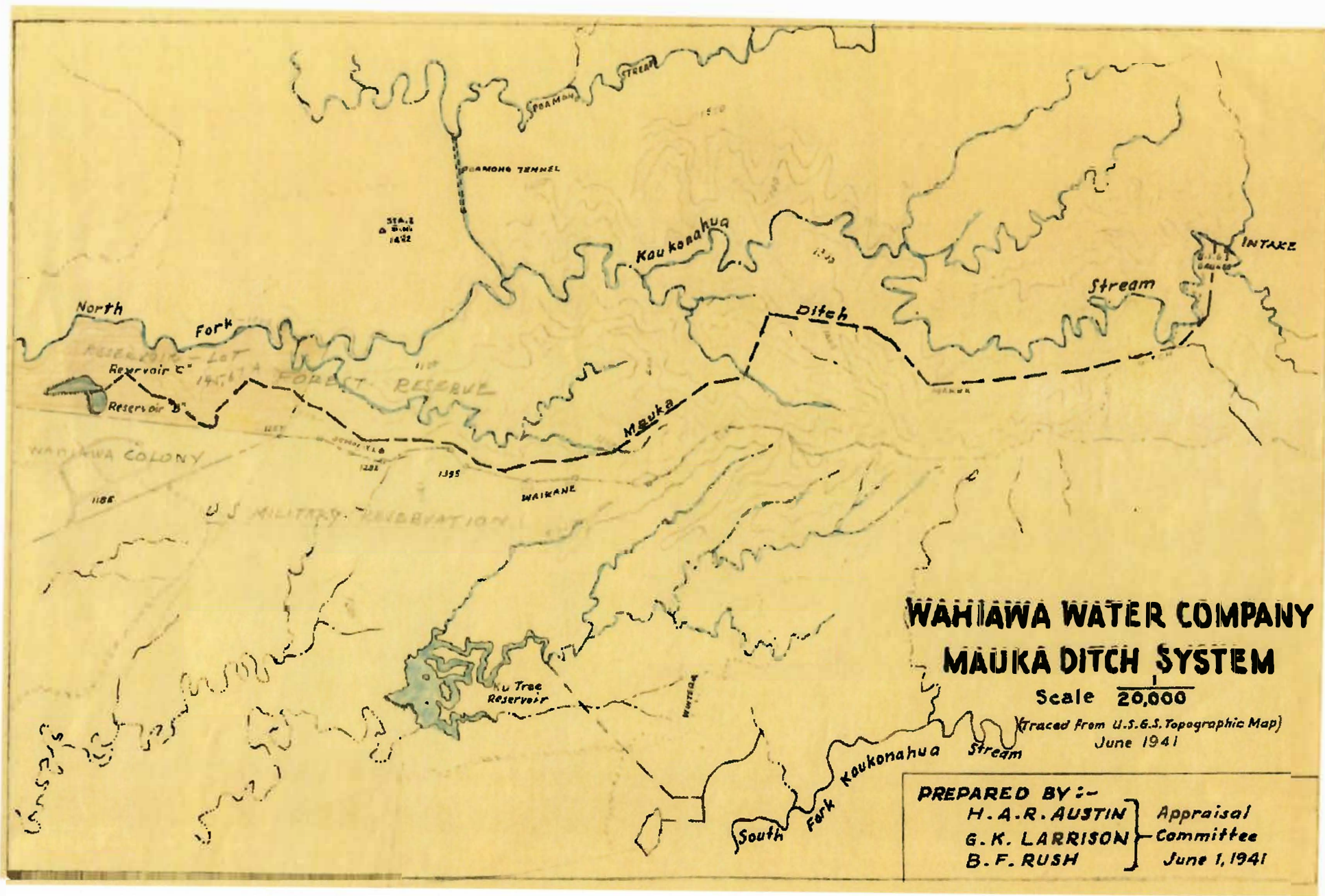


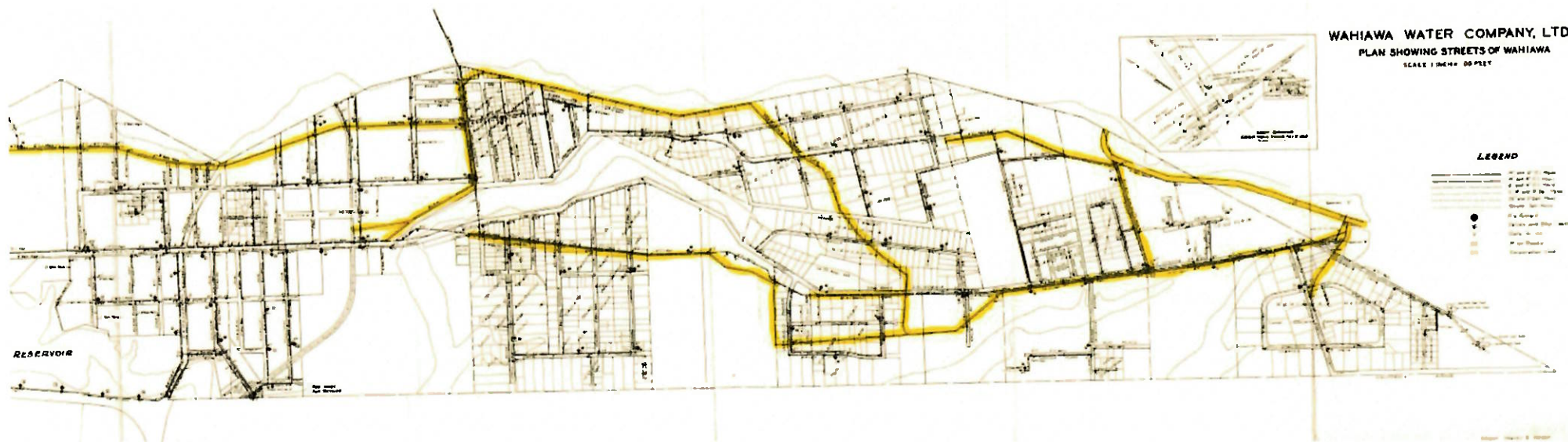
**BRYAN P. ANDAYA**  
Chair

Honolulu, Hawaii  
July 26, 2021

ADOPTION OF RESOLUTION NO. 927, 2021, RECOMMENDING TO THE CITY COUNCIL, CITY AND COUNTY OF HONOLULU THE TRANSFER OF BOARD OF WATER SUPPLY INTERESTS IN WAHIAWA DITCH EASEMENTS AND RIGHTS OF WAY TO THE OWNERS OF PROPERTIES ENCUMBERED BY THESE EASEMENTS AND RIGHTS OF WAY, ADOPTED ON JULY 26, 2021			
	AYE	NO	COMMENT
BRYAN P. ANDAYA			ABSENT
KAPUA SPROAT	X		
RAY C. SOON			ABSTAIN
MAX J. SWORD	X		
NA'ALEHU ANTHONY	X		
JADE T. BUTAY	X		
ROGER BABCOCK JR.	X		











# WAHIAWA DITCH SYSTEM TRANSFER

Michael Matsuo

July 26, 2021

[boardofwatersupply.com](http://boardofwatersupply.com)





# BOARD OF WATER SUPPLY

WAHIAWA DITCH SYSTEM TRANSFER

MICHAEL MATSUO

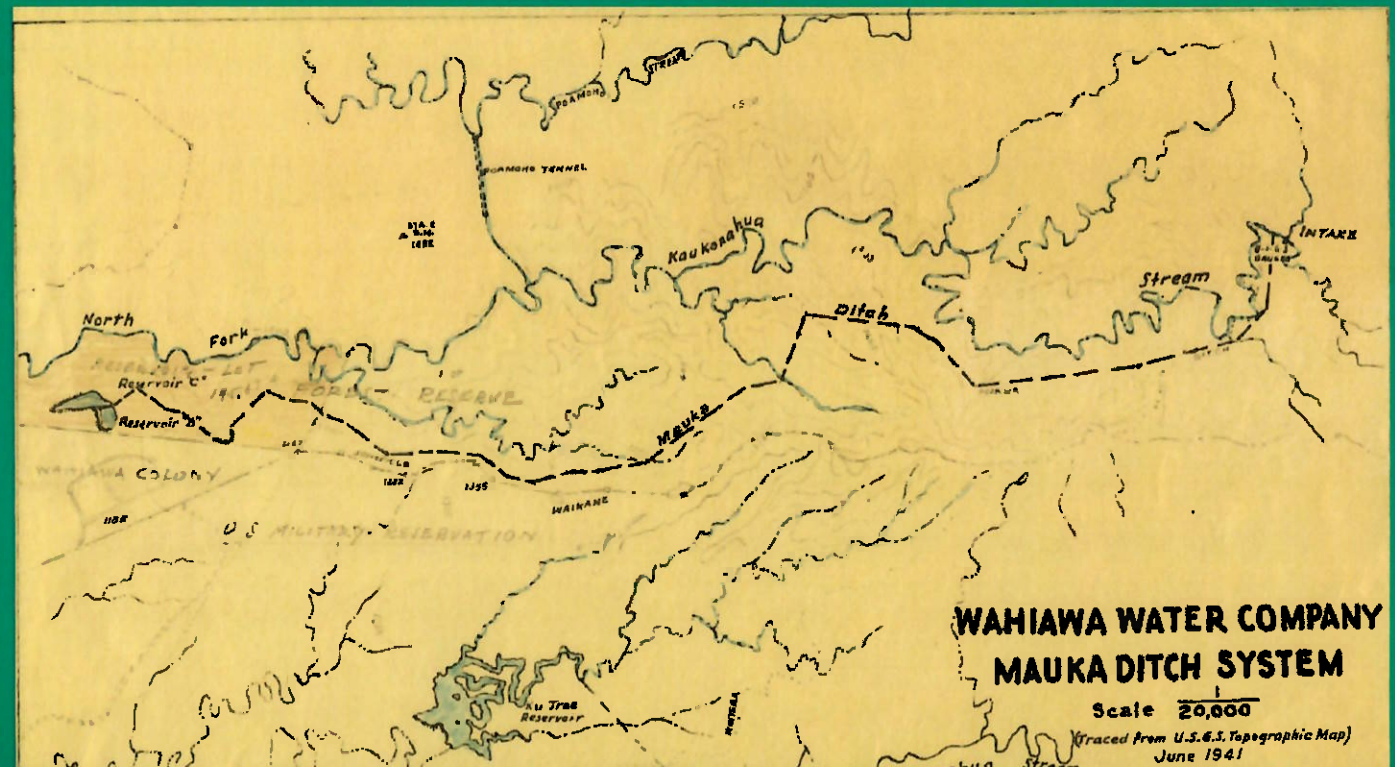
JULY 26, 2021

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# WAHIAWA DITCH SYSTEM HISTORY

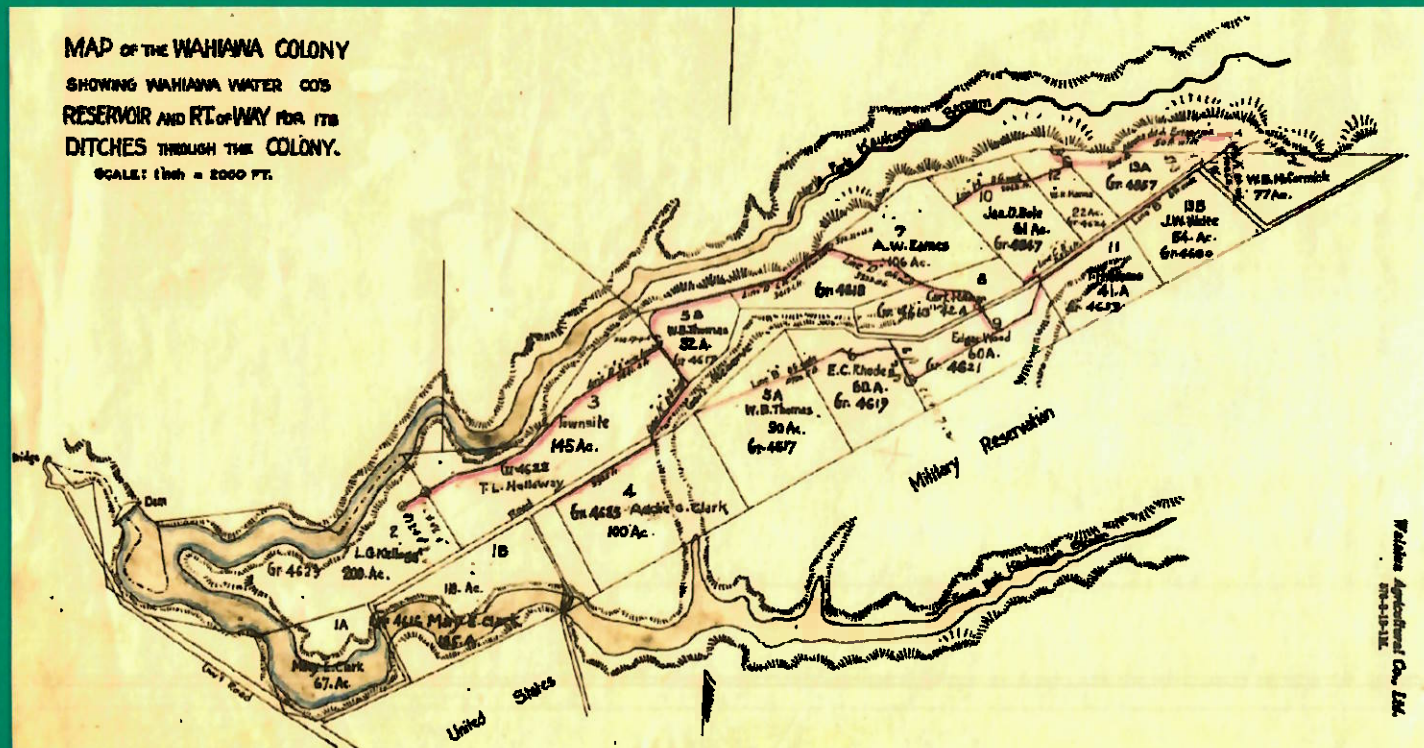
- 1901 – TERRITORY OF HAWAII LICENSED WAIALUA AGRICULTURAL COMPANY, HAWAIIAN FRUIT AND PLANT COMPANY AND OTHER WAHIAWA HOMESTEADERS TO DRAW WATER FROM KAUKONAHUA STREAM TO SUPPLY WATER TO WAHIAWA VIA THE MAUKA DITCH SYSTEM





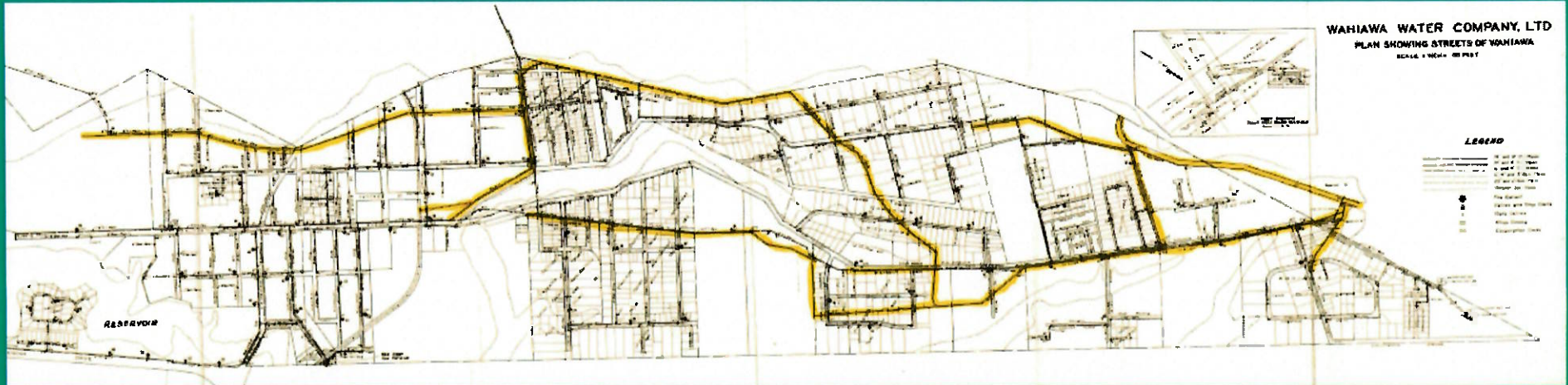
# WAHIAWA DITCH SYSTEM HISTORY (CONT.)

- 1901 – WAIALUA AGRICULTURAL COMPANY, HAWAIIAN FRUIT AND PLANT COMPANY AND OTHER WAHIAWA HOMESTEADERS FORM WAHIAWA WATER COMPANY TO DISTRIBUTE WATER FROM MAUKA DITCH SYSTEM VIA WAHIAWA DITCH SYSTEM FOR DOMESTIC USE AND IRRIGATION
- 1903-1906 – WAHIAWA WATER COMPANY GRANTED EASEMENTS AND RIGHTS OF WAY TO WAHIAWA DITCH SYSTEM (HIGHLIGHTED IN RED)





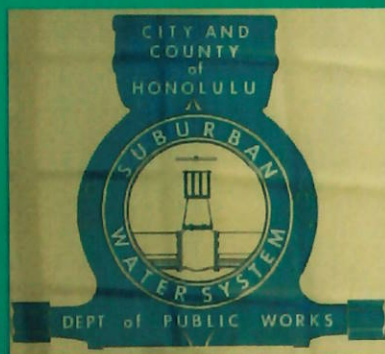
## WAHIAWA DITCH SYSTEM HISTORY (CONT.)



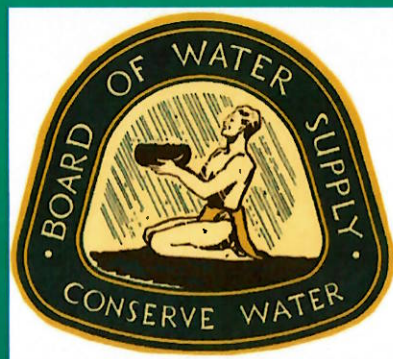


## WAHIAWA DITCH SYSTEM HISTORY (CONT.)

- 1953 – CITY AND COUNTY OF HONOLULU ACQUIRES WAHIAWA WATER SYSTEM, INCLUDING WAHIAWA DITCH SYSTEM EASEMENTS & RIGHTS OF WAY FROM WAHIAWA WATER COMPANY
  - SUBURBAN WATER SYSTEM ASSUMES OPERATION AND MAINTENANCE OF WAHIAWA WATER AND DITCH SYSTEMS
- 1959 – SUBURBAN WATER SYSTEM TRANSFERRED TO BWS; WAHIAWA DITCH SYSTEM, EASEMENTS & RIGHTS OF WAY NOW UNDER BWS



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## WAHIAWA DITCH SYSTEM TRANSFER

- 1960 – BOARD AUTHORIZES MANAGER EDWARD J. MORGAN TO TAKE NECESSARY ACTIONS TO TRANSFER OR QUITCLAIM PORTIONS OF WAHIAWA DITCH SYSTEM EASEMENTS & RIGHTS OF WAY TO OWNERS OF AFFECTED PROPERTIES BECAUSE AS MANAGER MORGAN NOTED:
  - WAHIAWA DITCH SYSTEM ABANDONED AS AREA DEVELOPED FOR RESIDENTIAL USE
  - BWS NO LONGER USING DITCH SYSTEM
  - DITCH EASEMENTS & RIGHTS OF WAY MAKING IT DIFFICULT FOR OWNERS OF AFFECTED PROPERTIES TO FINANCE AND CONSTRUCT THEIR HOMES





## WAHIAWA DITCH SYSTEM TRANSFER (CONT.)

- 1960 – PRESENT: BWS QUITCLAIMS DITCH EASEMENTS & RIGHTS OF WAY UPON REQUEST

- PIECEMEAL APPROACH CHOSEN BECAUSE OF EXTENT OF DITCH SYSTEM, AMOUNT OF TIME & EFFORT TO FIELD VERIFY LOCATIONS, CONFIRM OWNERSHIP OF AFFECTED PROPERTIES & PETITION LAND COURT WHERE NECESSARY TO REMOVE ENCUMBRANCES FROM AFFECTED CERTIFICATES OF TITLE
- CITY CHARTER REQUIRES CITY COUNCIL APPROVAL TO QUITCLAIM WAHIAWA DITCH EASEMENTS & RIGHTS OF WAY TO PROPERTY OWNERS
- NOT ALL BWS QUITCLAIMS APPROVED BY COUNCIL
- THROUGH CONSULTATION WITH DEPARTMENT OF CORPORATION COUNSEL, BWS DETERMINES SHOULD OBTAIN CITY COUNCIL APPROVAL TO CONTINUE QUITCLAIMING DITCH EASEMENTS & RIGHTS OF WAY UPON REQUEST



BOARD OF WATER SUPPLY  
CITY AND COUNTY OF HONOLULU

RESOLUTION NO. 927, 2021

RECOMMENDING TO THE CITY COUNCIL, CITY AND COUNTY OF HONOLULU,  
TRANSFER OF BOARD OF WATER SUPPLY INTERESTS IN  
WAHIAWA DITCH EASEMENTS AND RIGHTS OF WAY TO OWNERS OF  
PROPERTIES ENCUMBERED BY THESE EASEMENTS AND RIGHTS OF WAY

WHEREAS, Waialua Agricultural Company, Hawaiian Fruit and Plant Company and other Wahiawa homesteaders organized the Wahiawa Water Company (hereinafter the "WWC") to distribute water for both domestic uses and irrigation to Wahiawa via a system of ditches (hereinafter the "Wahiawa Ditch System") per a Memorandum of Agreement dated April 6, 1901 and conveyed to WWC perpetual rights of way for the Wahiawa Ditch System, the right, title, interest and estate to their lands encumbered by the Wahiawa Ditch System as well as access over said lands to the Wahiawa Ditch System per indenture dated April 18, 1903, recorded at the Bureau of Conveyances, State of Hawaii (hereinafter the "Bureau") in Liber 269, Page 2 and per indentures dated June 15, 1904 and May 9, 1906 and filed in the Office of the Assistant Registrar of the Land Court of the State of Hawaii (hereinafter "Land Court") as Document Nos. 2 and 31, respectively;

WHEREAS, after WWC began using pipelines to distribute water to Wahiawa for domestic use, the Wahiawa Ditch System continued to operate and supply irrigation water to Wahiawa for a period of time;

WHEREAS, in 1953, the City and County of Honolulu (hereinafter the "City") acquired from WWC all of its personal property used in its water development's storage, transmission and distribution systems (hereinafter the "WWC Water System"), together with all of its rights, title and interests in the Wahiawa Ditch System easements and rights of way per indenture dated June 16, 1953 and recorded at the Bureau in Liber 2731 Page 173;





WHEREAS, the Suburban Water System (hereinafter the "SWS") assumed control, operation and management of the WWC Water System and the Wahiawa Ditch System easements and rights of way on behalf of the City;

WHEREAS, the City Board of Supervisors approved Resolution No. 807, which transferred the SWS to the Board of Water Supply (hereinafter the "BWS"), effective January 1, 1959, thereby effectively conveying the Wahiawa Ditch System easements and rights of way to BWS;

WHEREAS, then BWS Manager and Chief Engineer Edward J. Morgan noted to the BWS Board that the Wahiawa Ditch System had been abandoned for many years as the area was developed for residential use, BWS no longer had any use for it and the Wahiawa Ditch System easements and rights of way were a problem for owners who wanted to construct and finance their homes, and recommended the Board authorize him to take any actions necessary to transfer BWS's interests to the Wahiawa Ditch System easements and rights of way to the owners of the affected properties as requests are received, provided that no waterlines and appurtenances are located in said easements and rights of way;

WHEREAS, at its October 20, 1960 meeting the BWS Board approved Manager and Chief Engineer Edward J. Morgan's recommendation;

WHEREAS, BWS has transferred or quitclaimed its interests in the Wahiawa Ditch System easements and rights of way in a piecemeal fashion to the owners of the affected properties since 1960 instead of in one action because of the extent of the Wahiawa Ditch System and the amount of time and effort that would be needed to collectively field-verify the locations of said easements and rights of way, determine ownership of all parcels affected, obtain the necessary documents to confirm ownership, and to petition Land Court where necessary to quitclaim said easements and rights of way and remove the encumbrances from the affected certificates of title;



WHEREAS, not all of the executed quitclaims were approved by the City Council as required under Section 7-105 (f) of the Revised Charter of the City and County of Honolulu 1973, which states that BWS is authorized to recommend to the City Council the sale, exchange or transfer of real property and interests in real property under BWS's control; and

WHEREAS, BWS has determined, through consultation with the City Department of the Corporation Counsel, that BWS should obtain City Council approval to quitclaim all of its remaining rights to the Wahiawa Ditch System easements and rights of way so it can continue its piecemeal process.

NOW, THEREFORE, BE IT RESOLVED by the members of the Board of Water Supply, City and County of Honolulu, that BWS recommend to the City Council, City and County of Honolulu, the transfer of its interests in the Wahiawa Ditch easements and rights of ways to the owners of properties encumbered by said easements and rights of way, provided that there are no BWS water pipelines, City storm drain lines and appurtenances located in said easements and rights of way.

ADOPTED:

BRYAN P. ANDAYA  
Chair

Honolulu, Hawaii  
July 26, 2021





# Mahalo!

BOARD OF WATER SUPPLY

[WWW.BOARDOFWATERSUPPLY.COM](http://WWW.BOARDOFWATERSUPPLY.COM)







# Mahalo!

## BOARD OF WATER SUPPLY

Wahiawa Ditch System Transfer

Michael Matsuo

(808) 748-5951, [mmatsuo@hbws.org](mailto:mmatsuo@hbws.org)

[boardofwatersupply.com](http://boardofwatersupply.com) for more information

July 26, 2021

Providing safe, dependable, and affordable  
drinking water, now and into the future.

ITEM FOR INFORMATION NO. 1

"July 26, 2021

CAPITAL  
IMPROVEMENT  
PROGRAM  
QUARTERLY  
UPDATE

Chair and Members  
Board of Water Supply  
City and County of Honolulu  
Honolulu, Hawaii 96843

Chair and Members:

Subject: Capital Improvement Program Quarterly Update

Jason Takaki, Program Administrator, Capital Projects Division, will provide an update on the Capital Improvement Program.

/s/ ERNEST Y. W. LAU, P.E  
Manager and Chief Engineer

Attachment"

The foregoing was for information only.

DISCUSSION:

Jason Takaki, Program Administrator, Capital Projects Division, gave the report.

Manager Lau stated that the BWS started Fiscal Year 2021 (FY21) slow but worked hard to complete various projects by the end of the fourth quarter. He expressed his appreciation to the Capital Projects Division and the other Divisions, including the Procurement Office, Finance Division, and Water Resources Division, for working as a team to get the job done. He mentioned that several projects are currently in the protest process.

Mr. Takaki explained that the numbers for the projects are a little different for FY21 because six large construction contracts made up two-thirds of the fourth-quarter total of \$163 million. The BWS awarded and executed a total of 50 contracts in the fourth quarter, requiring a lot of hard work by a lot of people.

Vice Chair Sproat expressed her mahalo for the update and great efforts.

Vice Chair Kapua Sproat asked if there was any further discussion or comments. Since there was no further discussion or comments, Vice Chair asked Ms. Tracy Burgo if there was anyone on the telephone to testify. Ms. Burgo responded there were no telephone testifiers.

Quarterly Capital Improvement Program Status Report  
All Divisions  
as of June 30, 2021

Quarter Awarded	JUL - SEP		OCT - DEC		JAN - MAR		APR - JUN		Awarded to Date	Total Budgeted
Design Contracts Awarded (#/\$)	0	\$0.00	2	\$1,423,875.02	4	\$1,941,684.99	21	\$14,899,849.92	\$18,265,409.93	\$14,663,000.00
Construction Contracts Awarded (#/\$)	6	\$1,338,697.25	3	\$718,633.66	12	\$14,656,411.38	29	\$148,922,436.93	\$165,636,179.22	\$141,750,000.00
Land Purchases (#/\$)	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	\$0.00	\$100,000.00
<b>Project Totals</b>	<b>6</b>	<b>\$1,338,697.25</b>	<b>5</b>	<b>\$2,142,508.68</b>	<b>16</b>	<b>\$16,598,096.37</b>	<b>50</b>	<b>\$163,822,286.85</b>	<b>\$183,901,589.15</b>	<b>\$156,513,000.00</b>

Quarter Completed	JUL - SEP		OCT - DEC		JAN - MAR		APR - JUN		Totals
Design Contracts Completed (#/\$)	2	\$178,072.00	0	\$0.00	0	\$0.00	0	\$0.00	\$178,072.00
Construction Contracts Completed (#/\$)	1	\$4,584,284.00	0	\$0.00	0	\$0.00	0	\$0.00	\$4,584,284.00
<b>Totals</b>	<b>3</b>	<b>\$4,762,356.00</b>	<b>0</b>	<b>\$0.00</b>	<b>0</b>	<b>\$0.00</b>	<b>0</b>	<b>\$0.00</b>	<b>\$4,762,356.00</b>

Ongoing Projects	
Ongoing Design Projects (#)	243
Ongoing Design Projects (\$)	\$107,424,329.42
Ongoing Construction Projects (#)	157
Ongoing Construction Projects (\$)	\$352,102,534.07





Quarterly Capital Improvement Program Status Report  
All Divisions

**DESIGN AND CONSTRUCTION PROJECTS AWARDED - THIRD QUARTER FY 2021**

Item #	Project Title	Expend Type	Budget Amount	Awarded
21-009G	Kalauao Wells: Replacement of Pump No. 2 and No. 4	CONST	\$486,022.00	\$486,022.00
21-009K	Waiau Wells Replacement Pump No. 1 Additional Work	CONST	8,040.00	8,040.00
21-009N	Honouliuli Wells II Pump No. 2 Removal and Assessment	CONST	92,796.00	92,796.00
21-017	McArthur Street 8-Inch Water Main	CONST	3,000,000.00	4,155,800.00
21-023A	Lanikai Water System Improvements, Part II	CONST	4,200,000.00	5,622,468.00
2021-028	Monterey Drive and Sierra Drive 8-Inch Mains	P&E	550,000.00	550,215.98
2021-034	Service Lateral Replacement at Various Locations - St. Louis Heights and Palolo	P&E	150,000.00	246,945.80
21-037	Makiki 180 Reservoir Replace Altitude Valve Assembly	CONST	2,500,000.00	1,683,017.31
21-038A	Kalauao Wells Electrical and Mute Building Modifications	CONST	22,312.00	22,312.00
21-041V	Pacific Heights 915 Reservoir Reroof/Repainting (Additional Work)	CONST	12,512.27	12,512.27
21-041X	Hawaii Loa Booster No. 3 Control Building Reroofing	CONST	305,915.05	305,915.05
21-041Y	St. Louis Heights Reservoir & Booster Reroofing & Repainting (Additional Work)	CONST	14,159.65	14,159.65
21-041Z	Hawaii Loa Booster No. 2 Control Building Reroofing	CONST	280,151.10	280,151.10
2021-0049A	Manana Deep Monitoring Well - Video Logging and Conductivity Meter Retrieval	P&E	3,000.00	3,000.00
21-056	Sand Island Access Road 20-Inch Mains Along Bascule Bridge	CONST	4,000,000.00	1,973,218.00
2021-058	Kalakaua Avenue 16-Inch Main, Beretania Street to Ala Wai Canal	P&E	750,000.00	1,141,523.21
<b>3rd Quarter totals</b>			<b>\$16,374,908.07</b>	<b>\$16,598,096.37</b>

**DESIGN AND CONSTRUCTION PROJECTS COMPLETED - THIRD QUARTER FY 2021**

Job #	Project Title	Completion Date	Contract Amount
	No contract completions reported for this quarter.		
<b>3rd Quarter totals</b>			<b>\$0.00</b>



Quarterly Capital Improvement Program Status Report  
All Divisions

**DESIGN AND CONSTRUCTION PROJECTS AWARDED - FOURTH QUARTER FY 2021**

Item #	Project Title	Expend Type	Budget Amount	Awarded
2021-001	Construction Management for Various BWS Construction Projects	P & E	2,000,000.00	360,000.00
2021-003	Kunia Wells IV Exploratory Wells & Manoa Well II	P & E	200,000.00	429,778.07
21-007	Mariners Ridge Booster No. 2 Renovation	CONST.	2,500,000.00	2,857,850.00
21-008	Kunia Wells III Renovation	CONST.	3,200,000.00	2,385,776.00
21-009A	Newtown Wells Various Electrical Replacement	CONST.	577,697.00	577,697.00
21-009Q	Kaahumanu Wells Pump No.2 Starter Replacement	CONST.	156,157.00	156,157.00
21-009H	Waipio Heights Wells III - Unit 2	CONST.	554,797.33	393,716.00
21-009R	Kalihi Low to High Booster Pump No. 2 Starter Replacement	CONST.	119,240.00	119,240.00
2021-010	P&E Work for Wilder Wells Starter Upgrades and Facility Repairs	P & E	500,000.00	678,018.00
2021-011	Kalihi Shaft MCC Replacement	P & E	700,000.00	939,893.00
21-013	Kapaa 272 Reservoir Replacement	CONST.	3,500,000.00	5,368,270.90
21-014	Wahiawa Water System Improvements, Part IV	CONST.	18,500,000.00	19,799,000.00
21-015	Pearl City Water System Improvements, Part IV	CONST.	13,500,000.00	17,949,851.60
21-016	Wikao Street 12-Inch Water Main	CONST.	2,500,000.00	2,745,700.00
21-019	Beretania Street Inactivate 12-Inch Blow-Off Main	CONST.	250,000.00	283,700.00
21-020	Kanehoa Loop and Puanihi Street Service Lateral Replacements	CONST.	500,000.00	759,000.00
21-022	Aulua Road and Ulukahiki Street 16-Inch Main	CONST.	10,000,000.00	17,006,205.70
21-023	Manhole Repairs Near 2153 N. King Street	CONST.	100,000.00	265,700.00
2021-024	Kaimuki Avenue Area Water System Improvements	P & E	1,100,000.00	1,316,621.00
2021-025	Aiealani Place and Welelau Place 8-Inch Main	P & E	250,000.00	257,790.00
2021-026	Prince Edward Street and Koa Avenue 8-Inch Mains	P & E	400,000.00	698,082.80
2021-029	Fort Weaver Road and Hapalua Street Water System Improvements	P & E	1,000,000.00	1,108,453.04
2021-030	Kapahulu Avenue and Leahi Avenue Water System Improvements	P & E	700,000.00	1,119,042.22
2021-033	Water Sampling Stations at Various Locations	P & E	500,000.00	721,594.00
21-038B	Waialae Iki Booster Station	CONST.	977,688.00	577,947.44
21-039	Halawa Xeriscape Garden Improvements	CONST.	3,100,000.00	7,147,000.00
21-040	Rehabilitation of Pipeline Tunnels: Keanu and Fort Ruger Tunnels	CONST.	3,100,000.00	3,137,955.00
21-041H	Pacific Heights 915 Reservoir Reroof/Repainting (Additional Work)	CONST.	0.00	4,318.30
21-041J	Repainting of Waialae Iki 640 and Waialae Iki 1080 Reservoirs	CONST.	410,600.00	410,600.00
21-041E	Aiea 277' Reservoir Repair	CONST.	613,932.29	1,427,000.00





Quarterly Capital Improvement Program Status Report  
All Divisions

**DESIGN AND CONSTRUCTION PROJECTS AWARDED - FOURTH QUARTER FY 2021 (continued)**

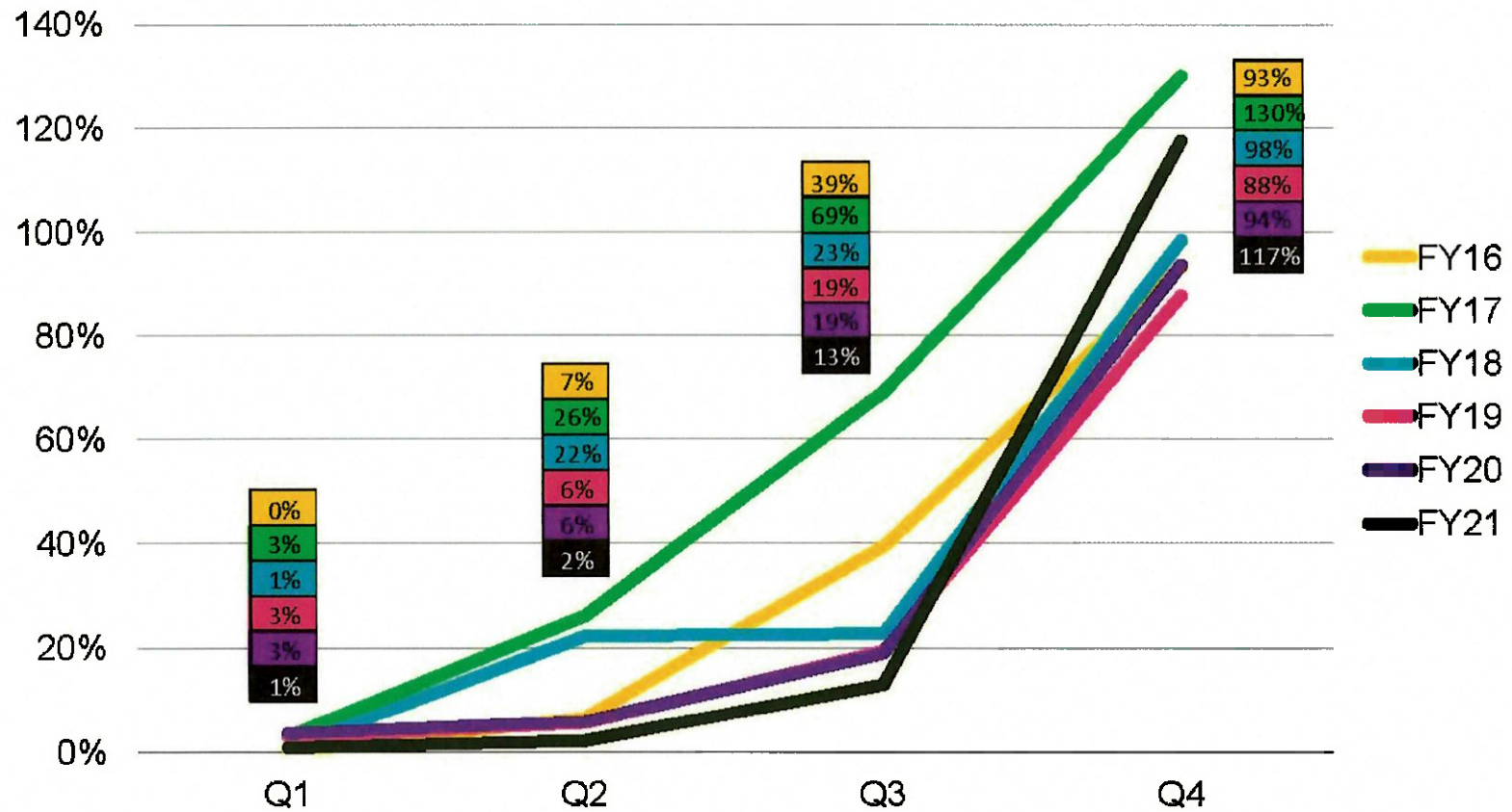
21-041G	Waimanalo Wells III Access Road Repair	CONST.	0.00	1,087,700.00
21-041D	Honouliuli 228' Reservoir No.1 Repair	CONST.	2,810,649.40	2,810,649.40
21-042B	Security Fencing Improvements For Koko Head 170 Reservoir and Booster Pump Station, Halawa 418 Reservoir and Luluku Well	CONST.	1,430,260.00	1,430,260.00
21-042A	Security Fencing at Honouliuli Wells II, Kunia Wells III, Waipahu Wells IV, Nuuanu Nursery and Wilhelmina Rise 405	CONST.	2,169,740.00	3,338,956.00
21-043	Beretania Public Service Building Exterior Improvements	CONST.	3,100,000.00	4,653,363.00
2021-044	Waimalu Wells I Slope Stabilization	P & E	400,000.00	530,251.00
2021-045	Slope Stabilization Investigation at Various Facilities	P & E	400,000.00	558,288.00
2021-046	Halawa Xeriscape Garden Multipurpose Building	P & E	500,000.00	676,064.53
2021-047	Nanakuli 242 Altitude Valve	P & E	150,000.00	277,177.21
2021-048D	Drainage Improvements for Woodlawn 705 And Wilhelmina Rise 1100 Reservoirs	P & E	358,630.76	358,630.76
2021-048B	Facility Repair and Renovation at Kaimuki Pump Station, St. Louis Heights and Pacific Heights Booster	P & E	323,187.29	323,187.29
2021-048E	Beretania Engineering Building Roof Repairs	P & E	195,662.00	195,662.00
2021-048G	Repair of Mariners Ridge 170 Reservoir	P & E	122,519.95	513,482.00
2021-050	COVID-19 HVAC Renovation	P & E	300,000.00	149,598.00
21-053A	Kalawahine 180 2.0 MG Reservoir	CONST.	18,200,000.00	23,217,700.00
21-053B	Kalawahine 180 2.0 MG Reservoir - Connecting Pipelines	CONST.	18,200,000.00	13,248,400.00
2021-054	East Kapolei 215 R-1 3.0 MG Reservoir	P & E	800,000.00	1,018,264.00
21-055	Salt Lake Boulevard 36-Inch Main - Foster Village to Aliamanu	CONST.	6,700,000.00	11,696,990.00
2021-057	Nimitz Highway 16-Inch Main, Waiakamilo Road to Sumner Street	P & E	1,400,000.00	2,669,973.00
21-059A	Manana Corporation Yard - Microbiology Lab and Control Center Expansion	CONST.	3,000,000.00	4,065,733.59
<b>4th Quarter totals</b>			<b>\$132,070,761.02</b>	<b>\$163,822,286.85</b>

**DESIGN AND CONSTRUCTION PROJECTS COMPLETED - FOURTH QUARTER FY 2021**

Job #	Project Title	Completion Date	Contract Amount
	No contract completions reported.		
<b>4th Quarter totals</b>			<b>\$0.00</b>



## Cumulative % budget execution by quarter



Quarterly Capital Improvement Program Status Report  
All Divisions  
as of June 30, 2021

Quarter Awarded	JUL - SEP		OCT - DEC		JAN - MAR		APR - JUN		Awarded to Date	Total Budgeted
Design Contracts Awarded (#/\$)	0	\$0.00	2	\$1,423,875.02	4	\$1,941,684.99	21	\$14,899,849.92	\$18,265,409.93	\$14,663,000.00
Construction Contracts Awarded (#/\$)	6	\$1,338,697.25	3	\$718,633.66	12	\$14,656,411.38	29	\$148,922,436.93	\$165,636,179.22	\$141,750,000.00
Land Purchases (#/\$)	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	\$0.00	\$100,000.00
Project Totals	6	\$1,338,697.25	5	\$2,142,508.68	16	\$16,598,096.37	50	\$163,822,286.85	\$183,901,589.15	\$156,513,000.00

Quarter Completed	JUL - SEP		OCT - DEC		JAN - MAR		APR - JUN		Totals
Design Contracts Completed (#/\$)	2	\$178,072.00	0	\$0.00	0	\$0.00	0	\$0.00	\$178,072.00
Construction Contracts Completed (#/\$)	1	\$4,584,284.00	0	\$0.00	0	\$0.00	0	\$0.00	\$4,584,284.00
Totals	3	\$4,762,356.00	0	\$0.00	0	\$0.00	0	\$0.00	\$4,762,356.00

Ongoing Projects	
Ongoing Design Projects (#)	243
Ongoing Design Projects (\$)	\$107,424,329.42
Ongoing Construction Projects (#)	157
Ongoing Construction Projects (\$)	\$352,102,534.07

Quarterly Capital Improvement Program Status Report  
All Divisions

**DESIGN AND CONSTRUCTION PROJECTS AWARDED - THIRD QUARTER FY 2021**

Item #	Project Title	Expend Type	Budget Amount	Awarded
21-009G	Kalauao Wells: Replacement of Pump No. 2 and No. 4	CONST	\$486,022.00	\$486,022.00
21-009K	Waiau Wells Replacement Pump No. 1 Additional Work	CONST	8,040.00	8,040.00
21-009N	Honouliuli Wells II Pump No. 2 Removal and Assessment	CONST	92,796.00	92,796.00
21-017	McArthur Street 8-Inch Water Main	CONST	3,000,000.00	4,155,800.00
21-023A	Lanikai Water System Improvements, Part II	CONST	4,200,000.00	5,622,468.00
2021-028	Monterey Drive and Sierra Drive 8-Inch Mains	P&E	550,000.00	550,215.98
2021-034	Service Lateral Replacement at Various Locations - St. Louis Heights and Palolo	P&E	150,000.00	246,945.80
21-037	Makiki 180 Reservoir Replace Altitude Valve Assembly	CONST	2,500,000.00	1,683,017.31
21-038A	Kalauao Wells Electrical and Mute Building Modifications	CONST	22,312.00	22,312.00
21-041V	Pacific Heights 915 Reservoir Reroof/Repainting (Additional Work)	CONST	12,512.27	12,512.27
21-041X	Hawaii Loa Booster No. 3 Control Building Reroofing	CONST	305,915.05	305,915.05
21-041Y	St. Louis Heights Reservoir & Booster Reroofing & Repainting (Additional Work)	CONST	14,159.65	14,159.65
21-041Z	Hawaii Loa Booster No. 2 Control Building Reroofing	CONST	280,151.10	280,151.10
2021-0049A	Manana Deep Monitoring Well - Video Logging and Conductivity Meter Retrieval	P&E	3,000.00	3,000.00
21-056	Sand Island Access Road 20-Inch Mains Along Bascule Bridge	CONST	4,000,000.00	1,973,218.00
2021-058	Kalakaua Avenue 16-Inch Main, Beretania Street to Ala Wai Canal	P&E	750,000.00	1,141,523.21
<b>3rd Quarter totals</b>			<b>\$16,374,908.07</b>	<b>\$16,598,096.37</b>

**DESIGN AND CONSTRUCTION PROJECTS COMPLETED - THIRD QUARTER FY 2021**

Job #	Project Title	Completion Date	Contract Amount
	No contract completions reported for this quarter.		
<b>3rd Quarter totals</b>			<b>\$0.00</b>



Quarterly Capital Improvement Program Status Report  
All Divisions

**DESIGN AND CONSTRUCTION PROJECTS AWARDED - FOURTH QUARTER FY 2021**

Item #	Project Title	Expend Type	Budget Amount	Awarded
2021-001	Construction Management for Various BWS Construction Projects	P & E	2,000,000.00	360,000.00
2021-003	Kunia Wells IV Exploratory Wells & Manoa Well II	P & E	200,000.00	429,778.07
21-007	Mariners Ridge Booster No. 2 Renovation	CONST.	2,500,000.00	2,857,850.00
21-008	Kunia Wells III Renovation	CONST.	3,200,000.00	2,385,776.00
21-009A	Newtown Wells Various Electrical Replacement	CONST.	577,697.00	577,697.00
21-009Q	Kaahumanu Wells Pump No.2 Starter Replacement	CONST.	156,157.00	156,157.00
21-009H	Waipio Heights Wells III - Unit 2	CONST.	554,797.33	393,716.00
21-009R	Kalihi Low to High Booster Pump No. 2 Starter Replacement	CONST.	119,240.00	119,240.00
2021-010	P&E Work for Wilder Wells Starter Upgrades and Facility Repairs	P & E	500,000.00	678,018.00
2021-011	Kalihi Shaft MCC Replacement	P & E	700,000.00	939,893.00
21-013	Kapaa 272 Reservoir Replacement	CONST.	3,500,000.00	5,368,270.90
21-014	Wahiawa Water System Improvements, Part IV	CONST.	18,500,000.00	19,799,000.00
21-015	Pearl City Water System Improvements, Part IV	CONST.	13,500,000.00	17,949,851.60
21-016	Wikao Street 12-Inch Water Main	CONST.	2,500,000.00	2,745,700.00
21-019	Beretania Street Inactivate 12-Inch Blow-Off Main	CONST.	250,000.00	283,700.00
21-020	Kanehoa Loop and Puanihi Street Service Lateral Replacements	CONST.	500,000.00	759,000.00
21-022	Aulua Road and Ulukahiki Street 16-Inch Main	CONST.	10,000,000.00	17,006,205.70
21-023	Manhole Repairs Near 2153 N. King Street	CONST.	100,000.00	265,700.00
2021-024	Kaimuki Avenue Area Water System Improvements	P & E	1,100,000.00	1,316,621.00
2021-025	Aiealani Place and Welelau Place 8-Inch Main	P & E	250,000.00	257,790.00
2021-026	Prince Edward Street and Koa Avenue 8-Inch Mains	P & E	400,000.00	698,082.80
2021-029	Fort Weaver Road and Hapalua Street Water System Improvements	P & E	1,000,000.00	1,108,453.04
2021-030	Kapahulu Avenue and Leahi Avenue Water System Improvements	P & E	700,000.00	1,119,042.22
2021-033	Water Sampling Stations at Various Locations	P & E	500,000.00	721,594.00
21-038B	Waialae Iki Booster Station	CONST.	977,688.00	577,947.44
21-039	Halawa Xeriscape Garden Improvements	CONST.	3,100,000.00	7,147,000.00
21-040	Rehabilitation of Pipeline Tunnels: Keanu and Fort Ruger Tunnels	CONST.	3,100,000.00	3,137,955.00
21-041H	Pacific Heights 915 Reservoir Reroof/Repainting (Additional Work)	CONST.	0.00	4,318.30
21-041J	Repainting of Waialae Iki 640 and Waialae Iki 1080 Reservoirs	CONST.	410,600.00	410,600.00
21-041E	Aiea 277' Reservoir Repair	CONST.	613,932.29	1,427,000.00

Quarterly Capital Improvement Program Status Report  
All Divisions

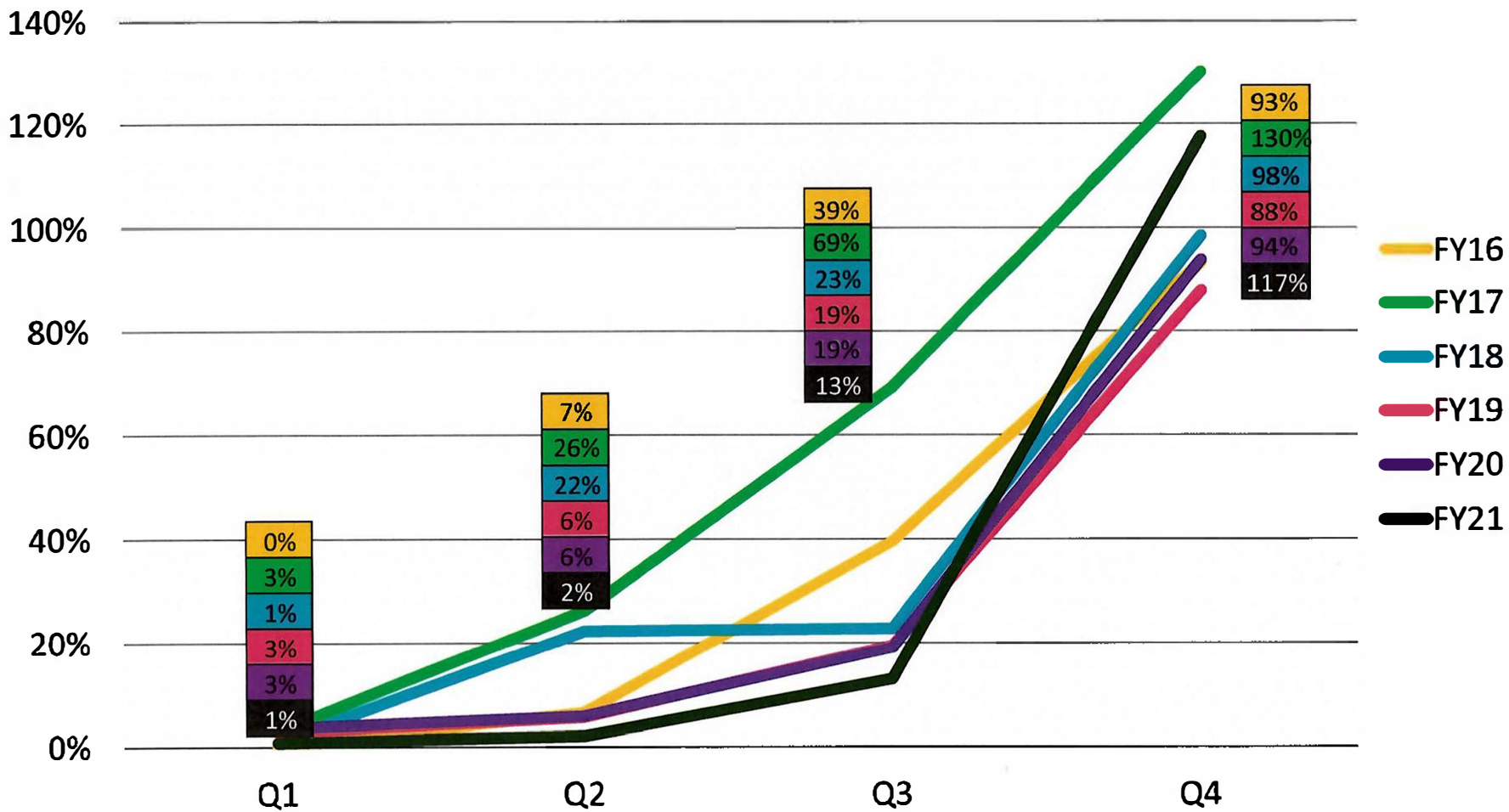
**DESIGN AND CONSTRUCTION PROJECTS AWARDED - FOURTH QUARTER FY 2021 (continued)**

21-041G	Waimanalo Wells III Access Road Repair	CONST.	0.00	1,087,700.00
21-041D	Honouliuli 228' Reservoir No.1 Repair	CONST.	2,810,649.40	2,810,649.40
21-042B	Security Fencing Improvements For Koko Head 170 Reservoir and Booster Pump Station, Halawa 418 Reservoir and Luluku Well	CONST.	1,430,260.00	1,430,260.00
21-042A	Security Fencing at Honouliuli Wells II, Kunia Wells III, Waipahu Wells IV, Nuuanu Nursery and Wilhelmina Rise 405	CONST.	2,169,740.00	3,338,956.00
21-043	Beretania Public Service Building Exterior Improvements	CONST	3,100,000.00	4,653,363.00
2021-044	Waimalu Wells I Slope Stabilization	P & E	400,000.00	530,251.00
2021-045	Slope Stabilization Investigation at Various Facilities	P & E	400,000.00	558,288.00
2021-046	Halawa Xeriscape Garden Multipurpose Building	P & E	500,000.00	676,064.53
2021-047	Nanakuli 242 Altitude Valve	P & E	150,000.00	277,177.21
2021-048D	Drainage Improvements for Woodlawn 705 And Wilhelmina Rise 1100 Reservoirs	P & E	358,630.76	358,630.76
2021-048B	Facility Repair and Renovation at Kaimuki Pump Station, St. Louis Heights and Pacific Heights Booster	P & E	323,187.29	323,187.29
2021-048E	Beretania Engineering Building Roof Repairs	P & E	195,662.00	195,662.00
2021-048G	Repair of Mariners Ridge 170 Reservoir	P & E	122,519.95	513,482.00
2021-050	COVID-19 HVAC Renovation	P & E	300,000.00	149,598.00
21-053A	Kalawahine 180 2.0 MG Reservoir	CONST	18,200,000.00	23,217,700.00
21-053B	Kalawahine 180 2.0 MG Reservoir - Connecting Pipelines	CONST	18,200,000.00	13,248,400.00
2021-054	East Kapolei 215 R-1 3.0 MG Reservoir	P & E	800,000.00	1,018,264.00
21-055	Salt Lake Boulevard 36-Inch Main - Foster Village to Aliamanu	CONST	6,700,000.00	11,696,990.00
2021-057	Nimitz Highway 16-Inch Main, Waiakamilo Road to Sumner Street	P & E	1,400,000.00	2,669,973.00
21-059A	Manana Corporation Yard - Microbiology Lab and Control Center Expansion	CONST	3,000,000.00	4,065,733.59
<b>4th Quarter totals</b>			<b>\$132,070,761.02</b>	<b>\$163,822,286.85</b>

**DESIGN AND CONSTRUCTION PROJECTS COMPLETED - FOURTH QUARTER FY 2021**

Job #	Project Title	Completion Date	Contract Amount
	No contract completions reported.		
<b>4th Quarter totals</b>			<b>\$0.00</b>

Cumulative % budget execution by quarter



ITEM FOR INFORMATION NO. 2

"July 26, 2021

FINANCIAL  
UPDATE FOR  
THE QUARTER  
ENDED  
JUNE 30, 2021

Chair and Members  
Board of Water Supply  
City and County of Honolulu  
Honolulu, Hawaii 96843

Chair and Members:

Subject: Financial Update for the Quarter Ended June 30, 2021

The following Board of Water Supply's financial reports and graphs are attached:

- Budget vs Actual Revenue and Expense Totals
- Statement of Revenues, Expenses and Change in Net Assets
- Balance Sheet
- Budget vs Actual Appropriation Budget – Total BWS Summary
- Graph Representing Operating Expenditures by Category
- Graphs of Total Budgeted Operating Expenditures and Total Budgeted Operating Revenues

Respectfully submitted,

/s/ ERNEST Y. W. LAU, P.E  
Manager and Chief Engineer

Attachment"

The foregoing was for information only.

DISCUSSION: Joseph Cooper, Waterworks Controller, Finance Division gave the report.

Board Member Soon inquired if the information presented is similar to the information that was presented at the Budget Workshop.

Mr. Cooper responded that the information presented today is similar to the information from the Budget Workshop.

Vice Chair Kapua Sproat asked if there was any further discussion or comments. Since there was no further discussion or comments, Vice Chair asked Ms. Tracy Burgo if there was anyone on the telephone to testify. Ms. Burgo responded there were no telephone testifiers.

Vice Chair Sproat and Manager Lau thanked Mr. Cooper for his presentation.



Budget vs. Actual  
Revenue and Expense Totals  
As of June 30, 2021

	YTD Actuals	YTD Budget	Favorable/ (Unfavorable) Variance
Revenues	244,813	245,091	(278)
Operating Expenses	(183,640)	(207,852)	24,212
Net Revenues (expenditures)	<u>61,173</u>	<u>37,239</u>	<u>23,934</u>

Board Of Water Supply  
Statement of Revenues, Expenses And Change In Net Assets  
As of June 30, 2021

Current Month Actual	% Revenue	Last Year Actual	% Revenue	Description	Year to Date Actual	% Revenue	Last Year to Date Actual	% Revenue	% Change
				REVENUE					
20,107,244.29	100.00	18,653,217.99	100.00	OPERATING REVENUE	237,988,970.51	100.00	231,107,527.74	100.00	2.98
20,107,244.29	100.00	18,653,217.99	100.00	REVENUE	237,988,970.51	100.00	231,107,527.74	100.00	2.98
				OPERATING EXPENSES					
3,204,057.15-	15.93	3,279,114.40-	17.58	LABOR COSTS	40,621,233.18-	17.07	37,359,947.67-	16.17	8.73
2,891,400.16-	14.38	6,202,129.63-	33.25	SERVICES	31,743,767.26-	13.34	29,602,256.69-	12.81	7.23
111,774.09-	.56	518,400.36	2.78	SUPPLIES	4,716,368.13-	1.98	5,122,415.61-	2.22	7.93-
31,565.50-	.16	38,802.62-	.21	EDUCATION & TRAINING	66,785.13-	.03	151,654.52-	.07	55.96-
1,608,095.24-	8.00	4,006,608.80-	21.48	UTILITIES	19,730,412.42-	8.29	24,442,247.31-	10.58	19.28-
125,937.50-	.63	206,898.63-	1.11	REPAIR AND MAINTENANCE	2,464,962.06-	1.04	1,977,840.63-	.86	24.63
486,238.34-	2.42	2,996,049.58-	16.06	MISC	24,877,907.90-	10.45	25,593,284.21-	11.07	2.80-
169,102.29-	.84	5,869,659.31-	31.47	RETIREMENT SYSTEM CONTRIBUTIO	22,976,652.78-	9.65	26,756,173.40-	11.58	14.13-
26,312.82-	.13	1,024,900.28-	5.49	MISC EMPLOYEES' BENEFITS	651,888.73-	.27	1,311,327.28-	.57	50.29-
8,654,483.09-	43.04	23,105,762.89-	123.87	OPERATING EXPENSES	147,849,977.59-	62.12	152,317,147.32-	65.91	2.93-
972,803.82-	4.84	324,778.16	1.74	NON OPERATING REVENUE AND EXPE	9,248,806.07-	3.89	11,310,625.78	4.89	181.77-
1,179,658.48	5.87	12,591,257.19	67.50	CONTRIBUTION IN AID	11,219,012.96	4.71	27,886,677.34	12.07	59.77-
				LEASE					
4,562,840.08-	22.69	14,664,122.44-	78.61	OTHER EXPENSES	47,729,034.60-	20.06	61,084,177.27-	26.43	21.86-
7,096,775.78	35.29	6,200,631.99-	33.24	Change In Net Assets	44,380,165.21	18.65	56,903,506.27	24.62	22.01-

Board Of Water Supply  
Balance Sheet  
As of June 30, 2021

Description	***** Amounts *****			***** Change *****	
	Current	Last Month End	Last Year End	This Month	This Year
ASSETS					
CURRENT ASSETS	58,255,925.41	64,560,507.38	56,419,645.28	(6,304,581.97)	1,836,280.13
RESTRICTED ASSETS	22,840,572.74	8,786,371.09	23,456,087.56	14,054,201.65	(615,514.82)
INVESTMENTS	549,801,607.46	551,096,362.23	515,240,358.86	(1,294,754.77)	34,561,248.60
OTHER ASSETS	14,339,090.74	14,564,984.64	13,968,245.87	(225,893.90)	370,844.87
PROPERTY / PLANT	1,299,158,102.99	1,297,429,888.35	1,247,699,840.49	1,728,214.64	51,458,252.50
DEFERRED OUTFLOWS OF RESOURCE	11,596,553.00	11,596,553.00	11,596,553.00	-	-
DEFERRED OUTFLOWS OF RESOURCE	25,223,322.33	25,223,322.33	25,223,322.33	-	-
ASSETS	<u>1,981,215,174.67</u>	<u>1,973,257,989.02</u>	<u>1,893,604,053.39</u>	<u>7,957,185.65</u>	<u>87,611,111.28</u>
LIABILITIES					
CURRENT LIABILITIES	25,843,057.94	23,905,364.75	48,594,932.54	1,937,693.19	(22,751,874.60)
OTHER LIABILITIES	42,793,532.58	42,928,732.53	37,378,035.59	(135,199.95)	5,415,496.99
BONDS PAYABLE, NONCURRENT	414,022,196.70	414,964,280.07	353,454,863.02	(942,083.37)	60,567,333.68
NET PENSION LIABILITY	114,807,821.00	114,807,821.00	114,807,821.00	-	-
NET OPEB LIABILITY	75,282,451.00	75,282,451.00	75,282,451.00	-	-
DEFERRED INFLOWS OF RESOURCES	13,670,127.00	13,670,127.00	13,670,127.00	-	-
LIABILITIES	<u>686,419,186.22</u>	<u>685,558,776.35</u>	<u>643,188,230.15</u>	<u>860,409.87</u>	<u>43,230,956.07</u>
NET ASSETS					
RETAINED EARNINGS	230,173,997.52	370,823,735.80	301,919,295.49	-	-
FUND BALANCE	594,633,831.66	594,633,831.66	594,633,831.66	-	-
RESERVE FOR ENCUMBRANCES	425,607,994.06	284,958,255.78	353,862,696.09	-	-
CURRENT YEAR CHANGES TO FU	44,380,165.21	37,283,389.43		7,096,775.78	44,380,165.21
NET ASSETS	<u>1,294,795,988.45</u>	<u>1,287,699,212.67</u>	<u>1,250,415,823.24</u>	<u>7,096,775.78</u>	<u>44,380,165.21</u>
TOTAL LIABILITIES AND NET ASSETS	<u>1,981,215,174.67</u>	<u>1,973,257,989.02</u>	<u>1,893,604,053.39</u>	<u>7,957,185.65</u>	<u>87,611,121.28</u>

## Budget vs Actual Appropriation Budget - Total BWS Summary

(\$000's)

CIFIS 21820-3021

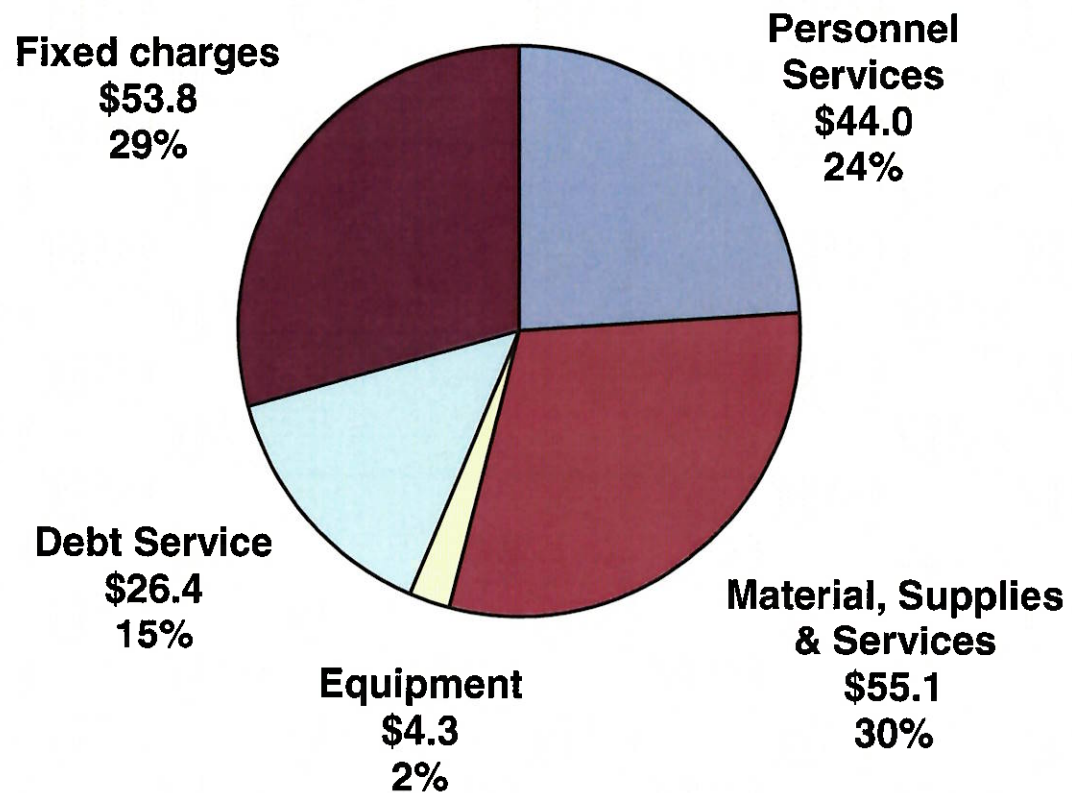
AS OF 6/30/2021

OPER UNIT ALL

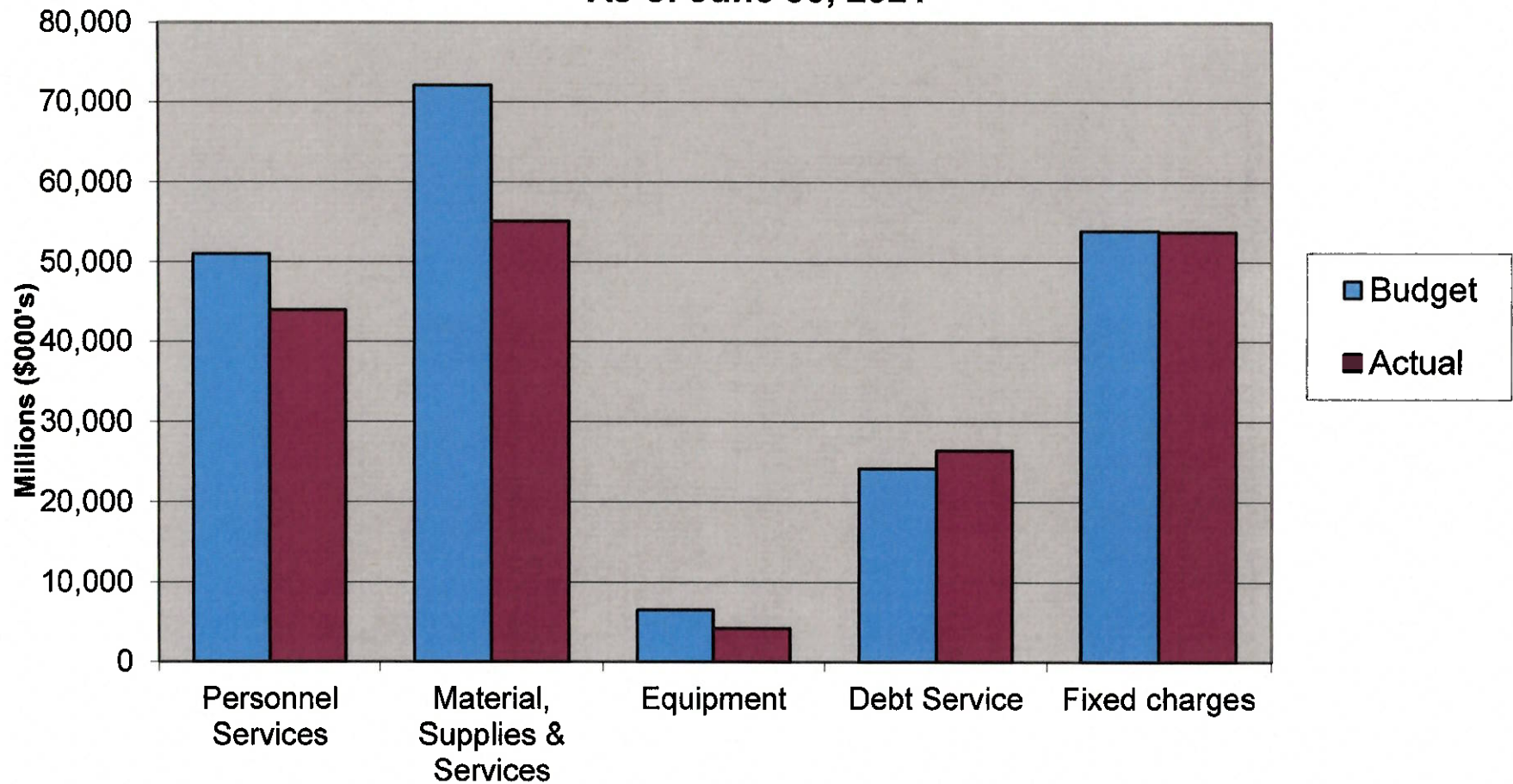
BUSINESS UNIT ALL

YTD-TO-DATE				Object Description	FOR THE FISCAL YEAR				
YTD Actuals	YTD Budget	Avail/ (Over)	%		Revenues/ Expend	Open Encumb	Annual Budget	Avail/ (Over)	%
<u>244,813</u>	<u>245,091</u>	<u>278</u>	<u>.11</u>	<u>REVENUE</u>	<u>244,813</u>		<u>245,091</u>	<u>278</u>	<u>.11</u>
				OPERATING EXPENSES:					
44,003	51,061	7,058	13.82	Personnel Services	44,003		51,061	7,058	13.82
				MATERIALS AND SUPPLIES					
34,132	40,465	6,333	15.65	Services	18,745	15,387	40,465	6,333	15.65
9,810	14,029	4,219	30.07	Supplies	8,667	1,143	14,029	4,219	30.07
83	592	509	85.98	Education & Training	83		592	509	85.98
	2	2	100.00	Utilities			2	2	100.00
1,714	3,336	1,622	48.62	Repairs & Maint	1,552	162	3,336	1,622	48.62
9,407	13,665	4,258	31.16	Misc	8,301	1,106	13,665	4,258	31.16
4,269	6,579	2,310	35.11	Equipment	741	3,528	6,579	2,310	35.11
26,421	24,214	(2,207)	9.11-	Debt Service	26,421		24,214	(2,207)	9.11-
				FIXED CHARGES:					
22,041	26,362	4,321	16.39	Utilities	22,041		26,362	4,321	16.39
3,300	3,300			Case Fees	3,300		3,300		
13,871	12,000	(1,871)	15.59-	Retirement System Contribution	13,871		12,000	(1,871)	15.59-
14,589	12,247	(2,342)	19.12-	Misc Employees' Benefits	14,375	214	12,247	(2,342)	19.12-
<u>183,640</u>	<u>207,852</u>	<u>24,212</u>	<u>11.65</u>	<u>TOTAL OPERATING EXPENDITURES</u>	<u>162,100</u>	<u>21,540</u>	<u>207,852</u>	<u>24,212</u>	<u>11.65</u>
<u>61,173</u>	<u>37,239</u>	<u>(23,934)</u>		<u>NET REVENUES (EXPENDITURES)</u>	<u>82,713</u>	<u>(21,540)</u>	<u>37,239</u>	<u>(23,934)</u>	

**Total Operating Expenditures - \$183.6**  
**As of June 30, 2021**  
(millions of dollars)

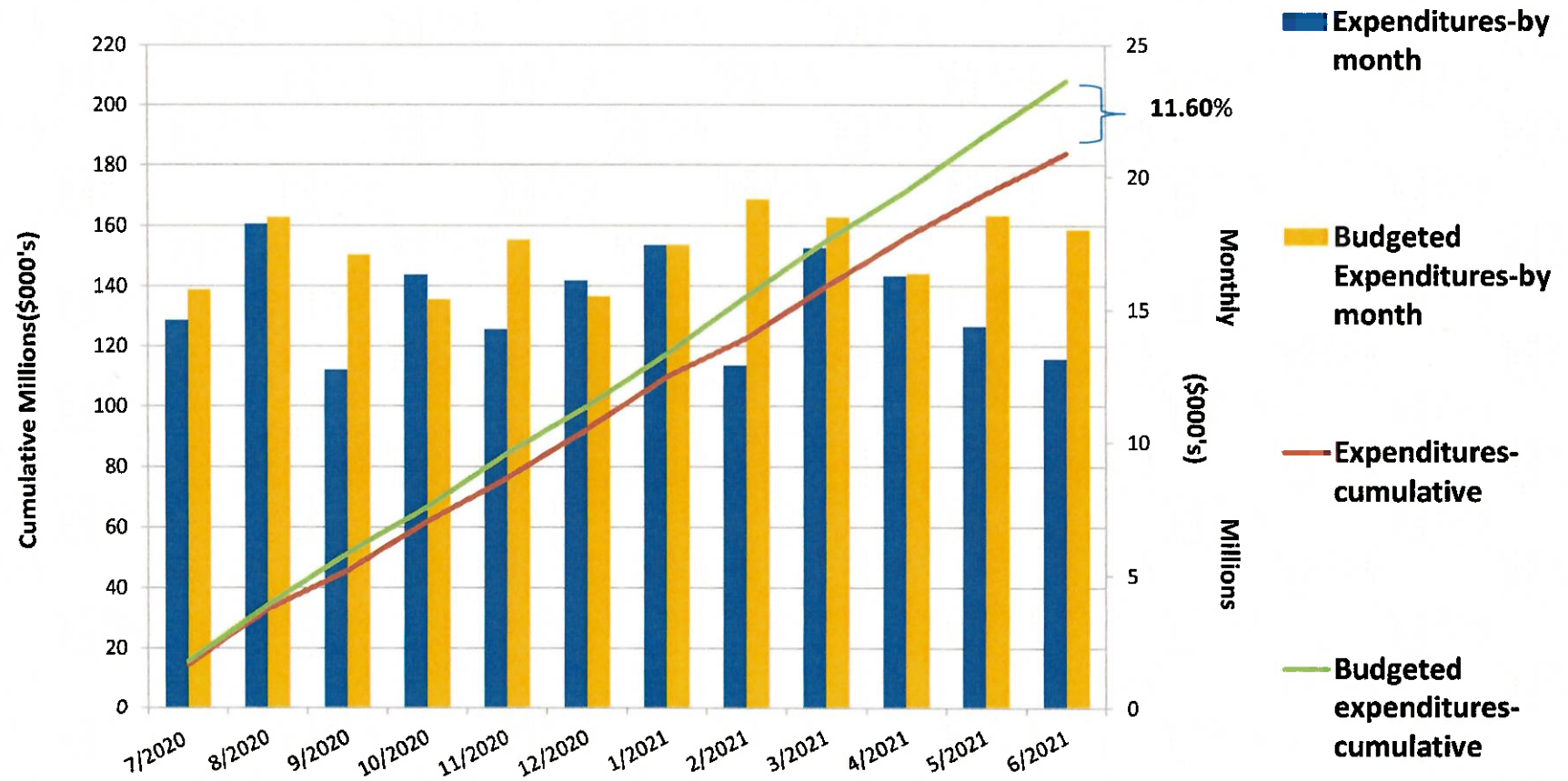


**Operating Expenditures by Category (Budget vs. Actual)  
As of June 30, 2021**

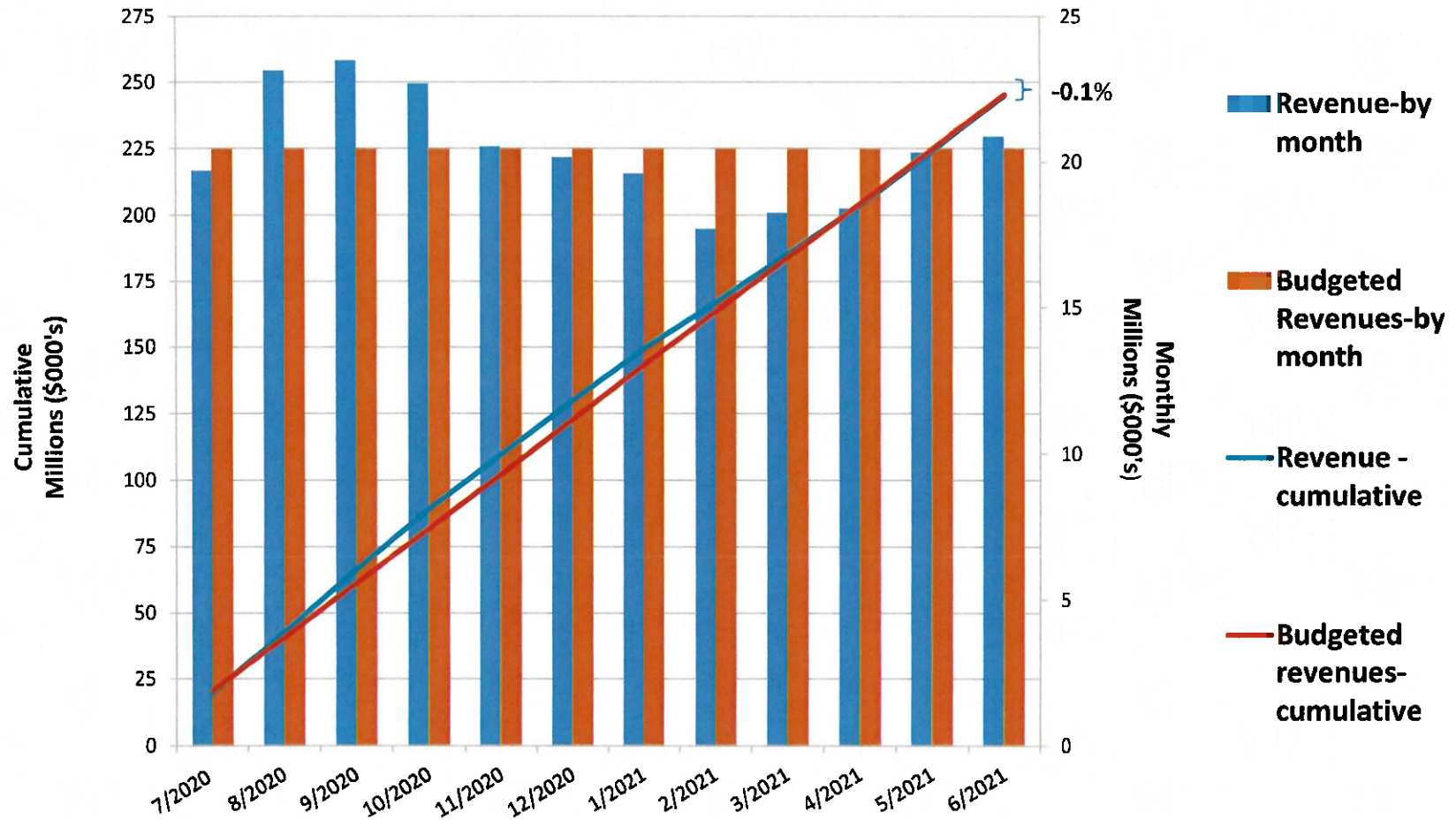


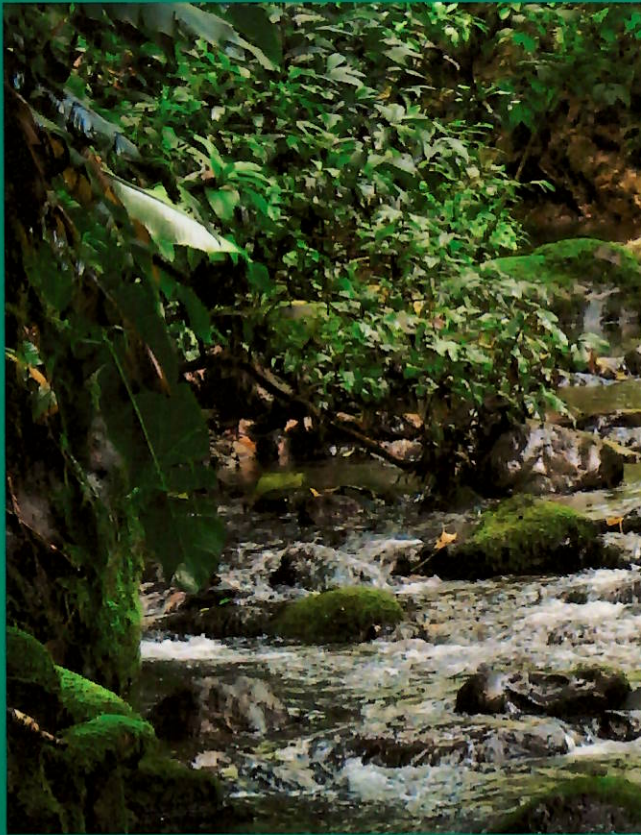


# BUDGETED OPERATING EXPENDITURES FY 2021



### BUDGETED OPERATING REVENUES FY 2021





# FINANCIAL PERFORMANCE JULY 2020–JUNE 2021

Joe Cooper  
July 26, 2021  
[boardofwatersupply.com](http://boardofwatersupply.com)





## BUDGET TO ACTUAL JULY 2020 – JUNE 2021

- Actual Revenue \$244.8 million vs.
- Budgeted Revenue \$245.1 million
  
- Operating costs are \$183.6 million vs.
- Budgeted costs of \$207.9 million
  
- Actual Net Revenue \$61.2 million vs.
- Budgeted Net Revenue \$37.2 million



## COST DRIVERS

Year to Date June 2021

	Actual (millions)	Budget (millions)
• Personnel	\$44	\$51
• Services/Supplies	\$44	\$55
• Repairs & Misc.	\$11	\$17
• Equipment	\$ 4	\$ 7
• Utilities	\$ 22	\$ 26





# OPERATING BUDGET

BUDGET VS ACTUAL

BUDGETED EXPENDITURES ARE \$207.9M VS. ACTUAL EXPENDITURES OF \$183.6M  
OF THE \$24.2M VARIANCE...

## Field Operations - \$6.4M Under Budget

- Meters (Meter Maintenance)
- Personnel (Metro)
- Other Contractual Services (Grounds)

## Water System Operations - \$5.3M Under Budget

- Other Material and Supplies (Pumping)
- General Plant & Equipment (Automotive)

## Water Resources - \$4M Under Budget

- Repairs & Maintenance + Treatment (Recycled Water)
- USGS Cooperative Investigation (Hydrology-Geology)

## Water Quality - \$2.6M Under Budget

- Professional Services (Admin)

## Executive Support Office - \$1.9M Under Budget

- Other Contractual Services (Security)

## Information Technology - \$1.8M Under Budget

- Other Contractual Services (Operations & Applications)

## Land - \$1.8M Under Budget

- Professional Services

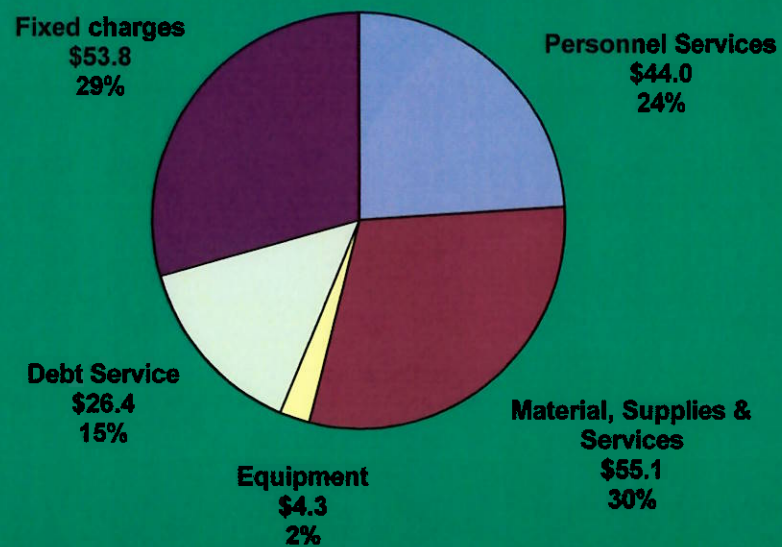
## Finance - \$1.2M Under Budget

- Miscellaneous Financial Expenses (Treasury)

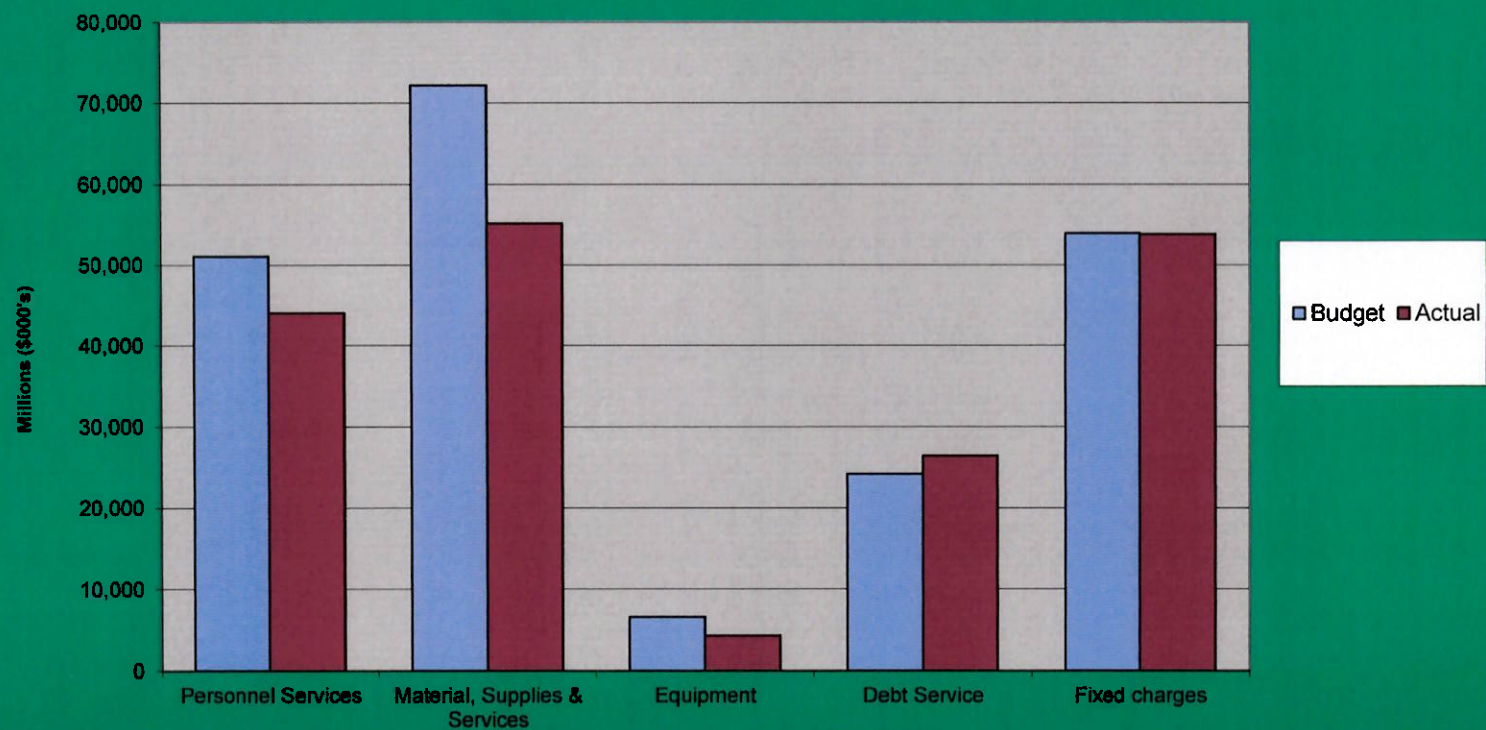




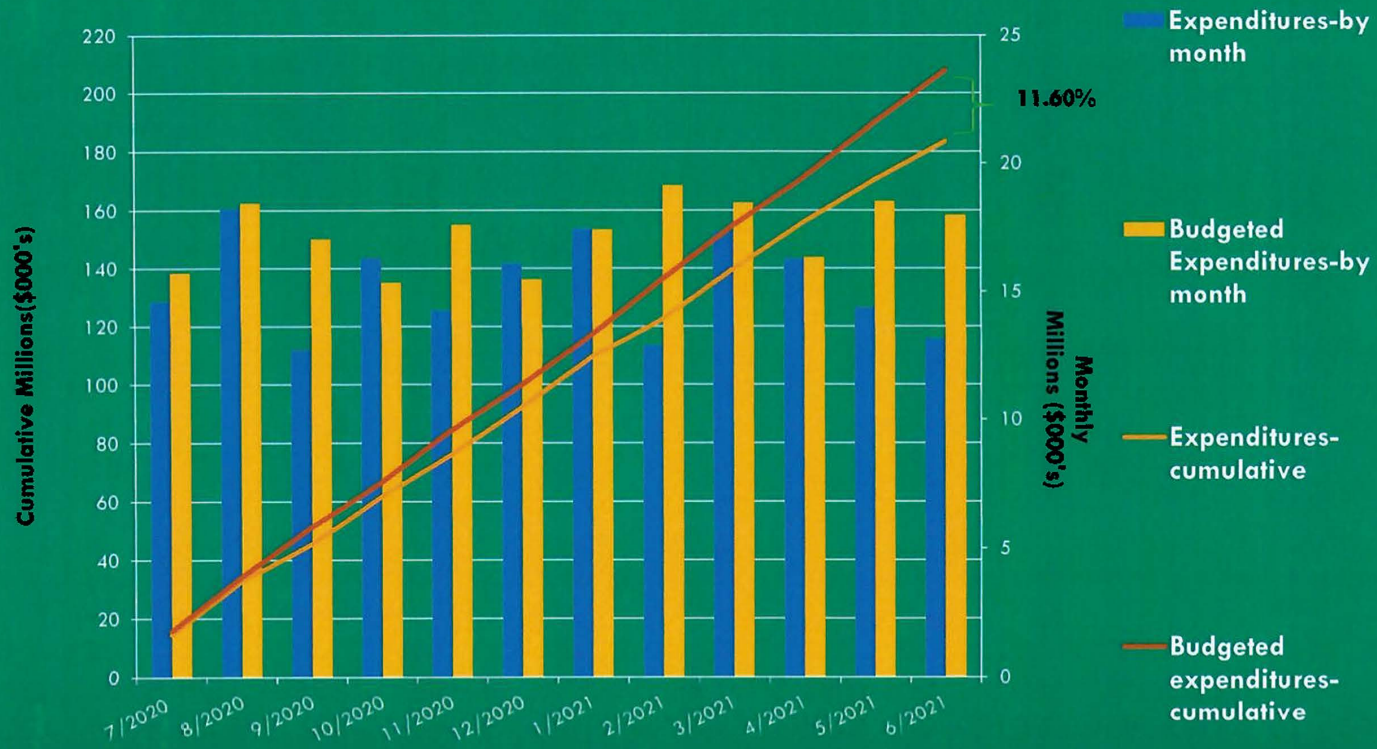
**Total Operating Expenditures - \$183.6**  
**As of June 30, 2021**  
(millions of dollars)



**Operating Expenditures by Category (Budget vs. Actual)**  
**As of June 30, 2021**

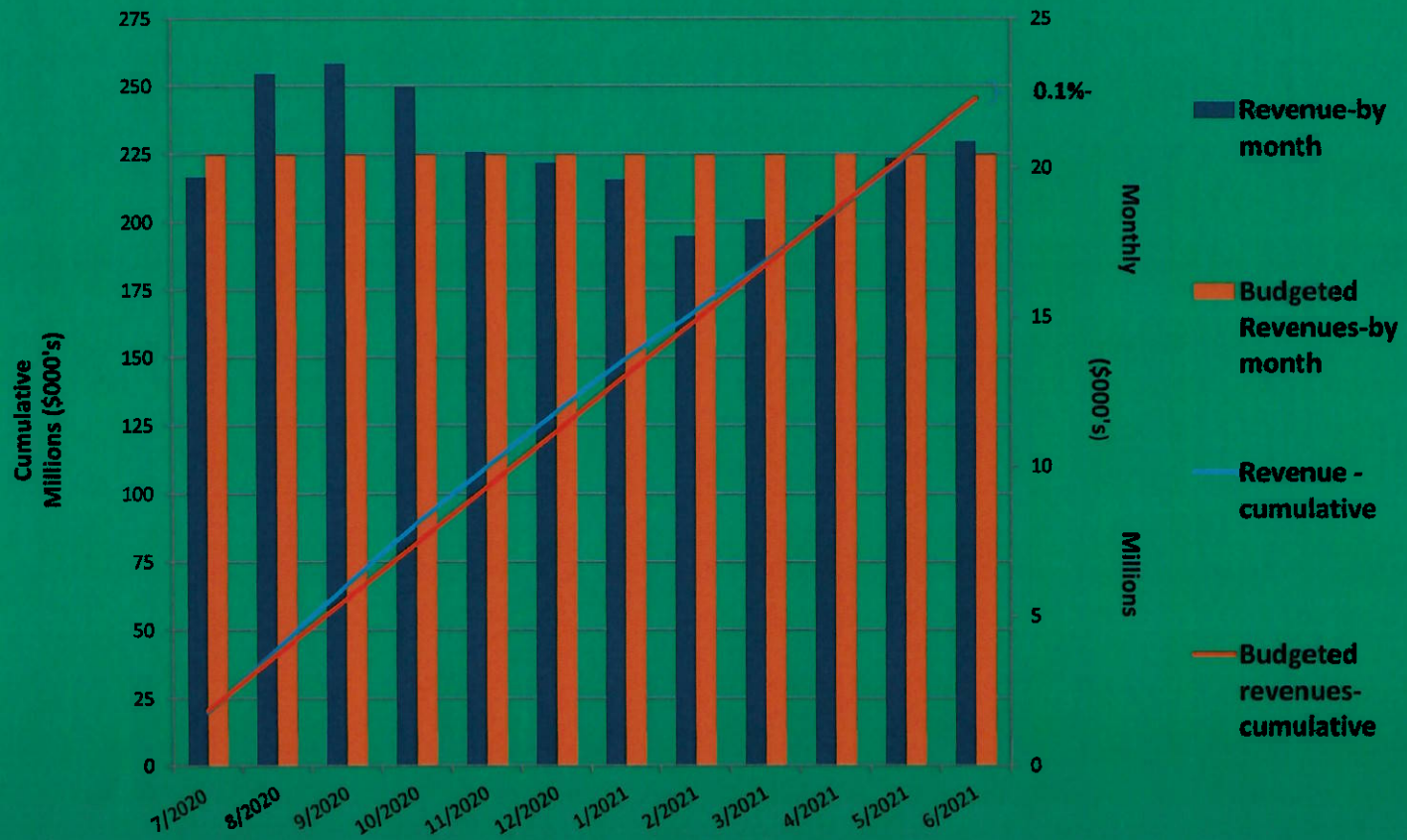


## BUDGETED OPERATING EXPENDITURES FY 2021





# BUDGETED OPERATING REVENUES FY 2021







Mahalo!

BOARD OF WATER SUPPLY

[WWW.BOARDOFWATERSUPPLY.COM](http://WWW.BOARDOFWATERSUPPLY.COM)



ITEM FOR INFORMATION NO. 3

"July 26, 2021

**RECRUITMENT  
STATUS**

Chair and Members  
Board of Water Supply  
City and County of Honolulu  
Honolulu, Hawaii 96843

Chair and Members:

Subject: Recruitment Status

Michele L. Thomas, Executive Assistant, Human Resources Office, will be presenting an update on the Recruitment Status for the period of February 2021 to June 2021.

Respectfully submitted,

/s/ ERNEST Y. W. LAU, P.E  
Manager and Chief Engineer

Attachment"

The foregoing was for information only.

**DISCUSSION:**

Michele Thomas, Executive Assistant I, Human Resources Office gave the report.

Board Member Babcock appreciated the information provided regarding recruitment statistics and the different strategies and efforts in recruitment. He inquired if there is any data on what attracted applicants or what positions garner the most interest.

Ms. Thomas replied that the Human Resources Office (HRO) tries to ascertain what led an applicant to the BWS during the onboarding process. However, most of the time, the applicant does not remember how they learned of the open position unless the person was specifically introduced to the position by another employee. Hence, the BWS issued the business card size flyer in an attempt to attract interest. Some applicants have stated they have seen the BWS on social media posts about available positions. However, the HRO has not been able to gather good statistics regarding the source of where applicants' first interests are initiated.

Board Member Babcock asked if the BWS HRO has participated in any job fairs.

Ms. Thomas responded that before the pandemic HRO participated in multiple job fairs. The BWS coordinated efforts with the C&C, American Water Works Association (AWWA), Association of Metropolitan Water Agencies (AMWA), and high schools to do job fairs. On a few occasions, the BWS would also host its own job fair.

Board Member Babcock asked what is the timeline for an applicant who has applied, came for an interview and has been offered a position.

Ms. Thomas replied that the HRO tries to have new hires onboarded as soon as possible. The challenge is that in most cases the new hire needs time to notify their current employer. Therefore, the onboarding process could take place as soon as two weeks but may vary. She explained that the BWS has tried to streamline the screening period and tries to fill positions in an average of eight months. She explained that the timeline is necessary to comply with the civil service rules and Hawaii Revised Statutes.

Board Member Anthony asked what percentage of the candidates recruited are hired from the mainland and those who expressed interest through larger third-party websites.

Ms. Thomas responded that there are always a handful of candidates from the mainland interested in our recruitments. She stated that Manager Lau has empowered the HRO to be creative with the interview process in an effort to encourage out-of-state applicants to apply for positions that are harder to fill such as civil engineers, while still meeting the requirements of the Civil Service rules. To accommodate out-of-state applicants, the BWS has implemented virtual interviews and virtual assessments, subject to position requirements. The BWS receives a lot of interested applicants from agencies such as Brown & Caldwell and the AWWA but not many direct inquiries from other national websites.

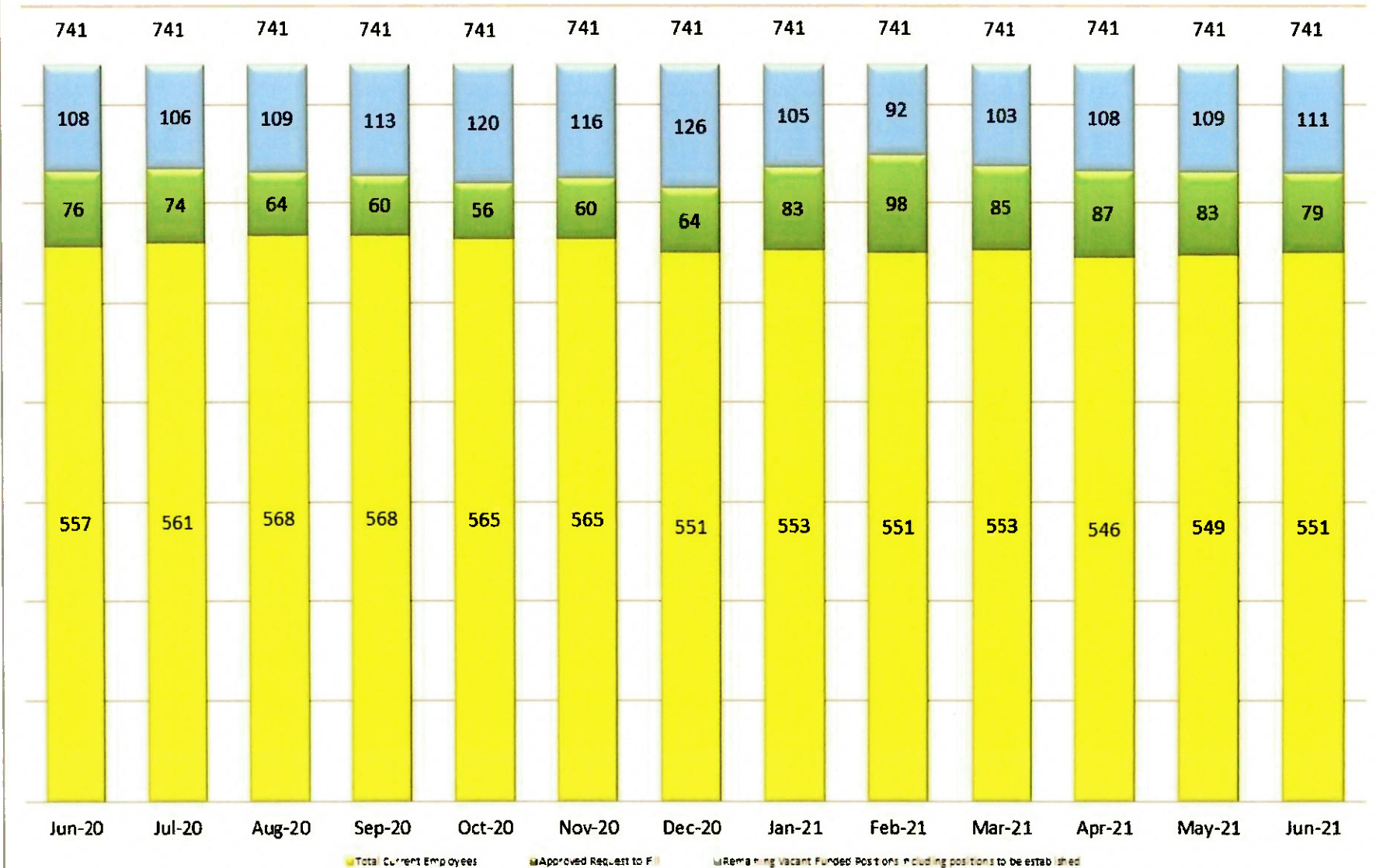
Board Member Soon inquired about employees that leave the BWS. He asked what is the percentage of BWS employees leaving to retire, to a higher-paying job, or a better position?

Ms. Thomas explained that the reason employees leave varies throughout the year. Generally, towards the end of the calendar year or fiscal year, many employees are eligible for retirement. In the past three to four years the BWS has had significant retirements, whereas, this year the BWS saw fewer retirements due to eligibility. The HRO report reflects the reason for vacant positions are due to internal promotions, transfers to other city departments, and employees choosing to pursue other options elsewhere. The percentage of employees leaving the BWS due to retirement or pursue other options elsewhere is about 50/50.

Vice Chair Kapua Sproat asked if there was any further discussion or comments. Since there was no further discussion or comments, Vice Chair asked Ms. Tracy Burgo if there was anyone on the telephone to testify. Ms. Burgo responded there were no telephone testers.

Vice Chair Sproat and Manager Lau thanked Ms. Thomas for her presentation.

## Positions Filled June 1, 2020 through June 30, 2021



For the Period Feb21 – Jun21 Actions: 13 New hires, 20 Promotions, 3 Transfers, 2 Demotions, 15 Separations, 49 New approvals to fill, 15 Cancelled requests



**BOARD OF WATER SUPPLY**

City and County of Honolulu

**RECRUITMENT AND SEPARATION STATUS**  
For Period February 28, 2021 to June 30, 2021**Status of Positions Under Recruitment**

	as of				
	2/28/2021	3/31/2021	4/30/2021	5/31/2021	6/30/2021
Pending DHR Open List (external recruitment)	35	27	20	20	22
Pending Internal recruitments	5	1	1	3	2
Pending Final Interview Questions	16	10	15	15	9
Pending Interviews with Division	37	36	33	37	28
Anticipated Starts (pre-employment clearances)	5	11	18	8	18
Total Positions Under Recruitment	98	85	87	83	79

**Filled Positions**

Month	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Open list	3	4	1	4	4
Internal Promotions	1	2	5	10	0
Internal Demotions/Transfers	2	0	0	2	0
Upward Reallocations	7	2	4	1	2

**Separations**

Month	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Retire	2	0	1	0	1
Resign/Termination/Other	3	0	7	1	0

*Legend:**DHR = Department of Human Resources City and County of Honolulu**Reallocation = Employee has demonstrated competency in higher level position and position was adjusted*



# RECRUITMENT STATUS UPDATE

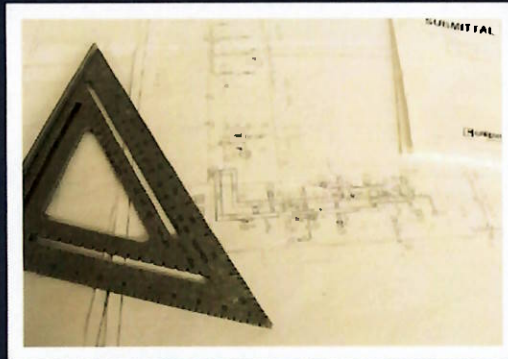
Michele L. Thomas

July 26, 2021

[boardofwatersupply.com](http://boardofwatersupply.com)



# HR HIGHLIGHTS



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**Civil Engineer V**  
*Plans Review Supervisor*  
**Capital Projects Division**

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[illegible]

## Board of Water Supply


# ASSISTANT PROGRAM ADMINISTRATOR (WSO)

📅 2021-04-02 📍 Honolulu Board of Water Supply 📌 1300 Kalia Dr. Suite 1000  
 📞 808-551-2222 📧 [info@hawaiiwater.org](mailto:info@hawaiiwater.org)

### DESCRIPTION:

Assists in managing or directing a major organizational division of the Board of Water Supply. Assists in carrying out the objectives and goals of the department through subordinate managers and supervisors, and performs other related duties as warranted.

This position assists in administering the activities of the Water System Operations Division which is responsible for the sewer and wastewater facilities of pumping and water treatment plants, sewer plant facilities, and communications and electronic control systems. Duties of this position but are not limited to the following: assists in determining division and program priorities necessary to carry out the goals and objectives of the division; assists in reviewing and evaluating division programs and goals and short-term goals and objectives; directs the day-to-day operations of the division; supervises the supervision of the division's workforce; reviews and recommends resolution or disposition of personnel issues; supervises and orders planned overtime, change orders, contract extensions, etc. for management approval; handles public complaints, including drafting correspondence (communications, etc.); reviews requests and recommends proposals to improve effectiveness and efficiency in water service; oversees including water pumping transmission, distribution, and storage systems; oversees area of pump facilities, related office facilities, maintenance of machinery and equipment repairs, radios, and telemetry/supervisory workstations; conducts inspections of pump facilities (sewer-lift stations, treatment plants, effluent bays, etc.); office facilities and inventory; coordinates emergency functions between appropriate division in handling water emergencies and carry a high coordination and various annual budget preparation and assists in the preparation of the budget; monitors division investigations and studies; represents the Program Administrator in public relations; and presents information and testimony with high-level government officials and governing bodies advocating and explaining programs and projects and receiving input.


**iHire Engineering**

**RADIO ENGINEER (SR 24)**

[Previous Board of Water Supply](#)
[Working Hours](#)
[H Sign up](#)

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[Job Description](#)
[Company Profile](#)

**JOBSUMMARY**

<b>Employment Type</b>	Full Time Employee
<b>Location</b>	Hyderabad
<b>Salary</b>	Monthly Amount 120
<b>Work Hours</b>	12

**SKILLSET/KNOWLEDGE**

Perform difficult professional engineer's work with principal responsibility for planning, designing, installing, operating and maintaining the operation of air agencies in order to reduce response administration and develop new control systems, design the control and control systems to meet the design of the organization, incorporate other related duties as required.

The current position is within the (General) Support Branch of the organization. The position is within the (General) Board of Water Supply (GBWS) and plans, supervises and manages the operation of the (General) Support Branch. The position is responsible for planning, designing and installing the operation, design, maintenance and support of the (General) Support Branch of the organization. The position is responsible for planning, designing and installing the operation, design, maintenance and support of the (General) Support Branch of the organization. The position is responsible for planning, designing and installing the operation, design, maintenance and support of the (General) Support Branch of the organization.

**MINIMUM QUALIFICATION REQUIREMENTS**

**Education (Required)**  
Bachelor's degree in civil engineering or equivalent with a bachelor's degree in an engineering specialty or a related field. When experience may be substituted for the bachelor's degree or a related field, such experience must include professional knowledge, skills, and design ability necessary, gained from achievement of a bachelor's degree.

**Experience (Required)**  
Three years of experience in the design, installation, maintenance and repair of administrative and related equipment.

**Quals. in (SR 24) (Required)**

Having the required number of years of experience will not in itself be considered as qualifying for the position. Any board experience must be shown in each board, and be supported by a satisfactory record of the ability to perform the duties of the position.

**Additional Responsibilities**  
Supervise other staff members (SR 24) as required.  
Develop, maintain, and control the design, installation, maintenance and repair of administrative and related equipment.

**Additional Information**

**Employment Type**

**Location**

**Salary**

**Work Hours**

**Job Description**

**Company Profile**

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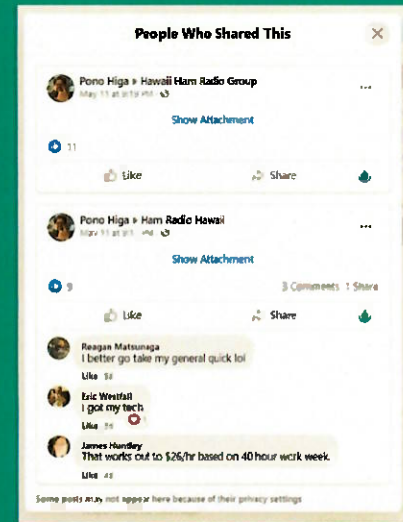
# LEVERAGING SOCIAL MEDIA

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- ✓ Great co-workers who care about our island home.
- ✓ Chance to contribute to Oahu's water future.
- ✓ Job satisfaction knowing my work makes a difference.

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Searching for a stable job with good benefits?

## We're Hiring!

**Water Microbiologist V**  
Water Quality Division

**Apply TODAY!**  
Visit [bwsjobs.org](http://bwsjobs.org) or [honolulu.gov/hr](http://honolulu.gov/hr)



Searching for a stable job with good benefits?

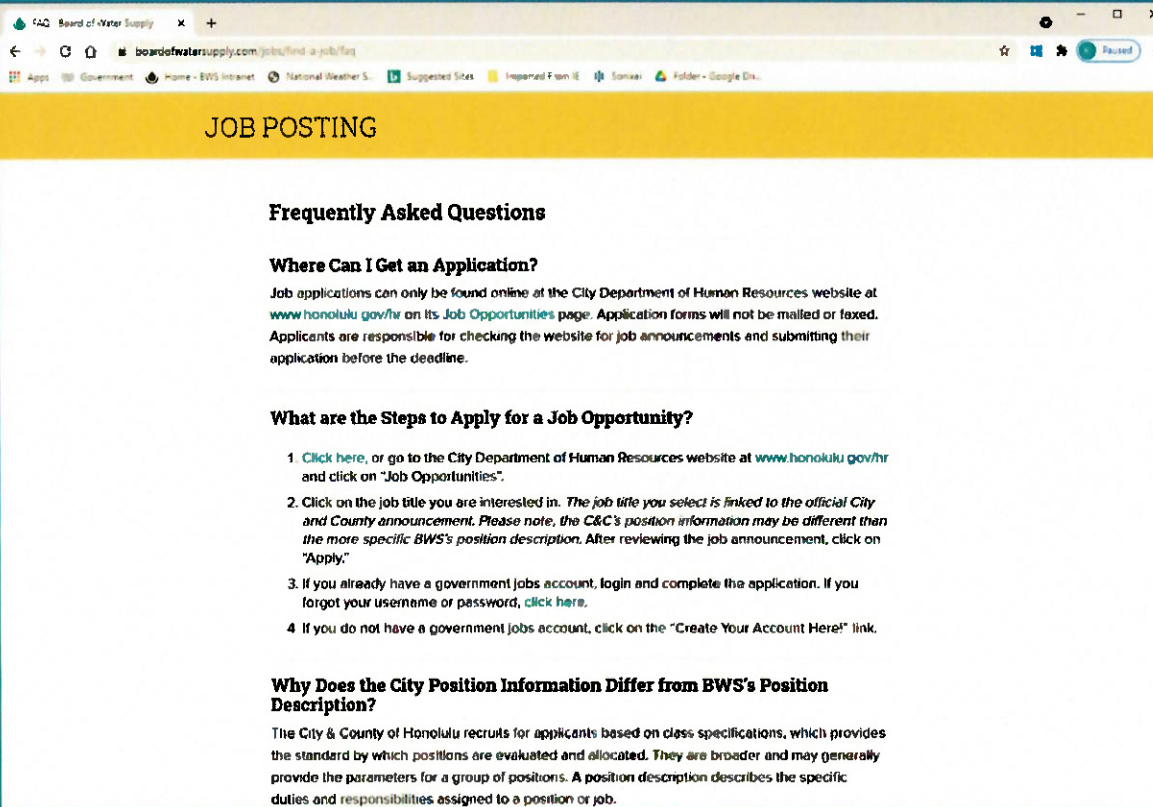
## We're Hiring!

**Radio Technician I**  
Water System Operation Division

**Apply TODAY!**  
Visit [bwsjobs.org](http://bwsjobs.org) or [honolulu.gov/hr](http://honolulu.gov/hr)



# BWS JOBS FAQ'S PAGE

A screenshot of a web browser displaying the 'BWS JOBS FAQ'S PAGE'. The browser's address bar shows 'boardofwatersupply.com/jobs/find-a-job/faq'. The page has a yellow header with the text 'JOB POSTING'. Below the header, the section 'Frequently Asked Questions' is displayed. The first question is 'Where Can I Get an Application?', followed by a paragraph explaining that applications are found online at the City Department of Human Resources website. The second question is 'What are the Steps to Apply for a Job Opportunity?', followed by a numbered list of four steps. The third question is 'Why Does the City Position Information Differ from BWS's Position Description?', followed by a paragraph explaining the difference between city and BWS position descriptions. The browser's taskbar at the bottom shows various open applications like 'Apps', 'Government', 'Home - BWS Intranet', 'National Weather S...', 'Suggested Sites', 'Imported From IE', 'Sonix', and 'Folder - Google Dr...'.

**JOB POSTING**

**Frequently Asked Questions**

**Where Can I Get an Application?**

Job applications can only be found online at the City Department of Human Resources website at [www.honolulu.gov/hr](http://www.honolulu.gov/hr) on its Job Opportunities page. Application forms will not be mailed or faxed. Applicants are responsible for checking the website for job announcements and submitting their application before the deadline.

**What are the Steps to Apply for a Job Opportunity?**

1. [Click here](#), or go to the City Department of Human Resources website at [www.honolulu.gov/hr](http://www.honolulu.gov/hr) and click on "Job Opportunities".
2. Click on the job title you are interested in. *The job title you select is linked to the official City and County announcement. Please note, the C&C's position information may be different than the more specific BWS's position description. After reviewing the job announcement, click on "Apply."*
3. If you already have a government jobs account, login and complete the application. If you forgot your username or password, [click here](#).
4. If you do not have a government jobs account, click on the "Create Your Account Here!" link.

**Why Does the City Position Information Differ from BWS's Position Description?**

The City & County of Honolulu recruits for applicants based on class specifications, which provides the standard by which positions are evaluated and allocated. They are broader and may generally provide the parameters for a group of positions. A position description describes the specific duties and responsibilities assigned to a position or job.



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# Mahalo!

## BOARD OF WATER SUPPLY

Recruitment Status Update

Michele L. Thomas

(808) 748-5160, [mthomas@hbws.org](mailto:mthomas@hbws.org)

[boardofwatersupply.com](http://boardofwatersupply.com) for more information

July 26, 2021

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**ITEM FOR INFORMATION NO. 4**

**"July 26, 2021**

**PRESENTATION  
OF REPORT AND  
RECOMMEND-  
ATIONS TO THE  
BOARD BY THE  
HAWAII REVISED  
STATUTES  
§92-2.5  
PERMITTED  
INTERACTION  
GROUP ON THE  
REDEVELOPMENT  
OF THE BOARD  
OF WATER  
SUPPLY  
BERETANIA  
PROPERTY**

**Chair and Members  
Board of Water Supply  
City and County of Honolulu  
Honolulu, Hawaii 96843**

**Chair and Members:**

**Subject: Presentation of Report and Recommendations to the Board  
by the Hawaii Revised Statutes §92-2.5 Permitted  
Interaction Group on the Redevelopment of the Board of  
Water Supply Beretania Property**

Between December 2019 and May 2021, the Permitted Interaction Group met with myself, staff, the consultants hired to develop the Request for Proposals for the redevelopment of the Beretania Complex and the Department of Planning and Permitting to share, discuss and exchange ideas on the proposed redevelopment. Attached is the Permitted Interaction Group report describing the findings and recommendations from these meetings.

Please note that while you may ask questions of the BWS staff, myself, and Board members Soon and Sword who are members of the Permitted Interaction Group, Hawaii Revised Statutes §92-2.5(b)(1)(C) requires that Board discussion, deliberation, and decision-making occur at a subsequent meeting. This means that any questions should be limited to those that help you understand the attached report and not venture into a discussion of the merits of the report's findings and recommendations.

Respectfully submitted,

/s/ ERNEST Y. W. LAU, P.E  
Manager and Chief Engineer

Attachment"

The foregoing was for information only.

**DISCUSSION:**

Michael Matsuo, Land Administrator, Land Division, gave the report.

Mr. Matsuo gave Board Member Soon and Board Member Sword, who were members of the Beretania Redevelopment Permitted Interaction Group (PIG), the opportunity to add any comments or answer any questions.

Board Member Soon praised Mr. Matsuo for a great job of reviewing the information that was provided and compiled. He stated that both he and Board Member Sword agreed that the time isn't right to redevelop. They both felt that the options presented to the Board were limited by the current zoning of the Beretania property and the decision to expedite the

redevelopment without rezoning. He stated that when the economy is stable then the BWS can re-evaluate and discuss the redevelopment of the Beretania property.

Board Member Sword echoed Board Member Soon's comments.

Manager Lau stated that the Beretania Redevelopment PIG report will be placed on the Board's August meeting agenda as an Item for Action so the Board can officially receive the report, discuss its contents and make any necessary decisions on the report's recommendations.

Board Member Babcock inquired if the report provided to the Board members today is the entire report of the Beretania Redevelopment PIG.

Mr. Matsuo confirmed that what the Board members have is the complete report that was presented today.

Board member Soon inquired if the Environmental Impact Statement (EIS) that was prepared for the redevelopment could be provided to all Board members.

Manager Lau shared that the EIS is a public document and can be distributed so Board members could review it to obtain background information and discuss the PIG report at the August Board meeting.

Board Member Babcock responded that he would look for the EIS online.

Vice Chair Sproat asked when was the Final Environmental Impact Statement (FEIS) was posted so the Board Members can look for it online.

Mr. Matsuo replied that the FEIS was published on November 8, 2020, and is available for the public to view.

Vice Chair Sproat appreciated the information provided and thanked Mr. Matsuo for his presentation.



# Report of the Permitted Interaction Group

## Redevelopment of the Board of Water Supply Beretania Property

July 26, 2021

Members:  
Ray Soon  
Max Sword  
Kay C. Matsui

## Background

At the urging of the City Council, the Board of Water Supply (BWS) began an effort to redevelop its Beretania Complex in 2012. The primary purpose was to develop a revenue stream that could be used to offset a portion of BWS operating and capital improvement costs, while the secondary purpose was to maximize use of the property.

Thus, BWS released a Request for Proposals (RFP) for the redevelopment of the BWS Beretania Complex in March 2013. Ultimately, however, no developer was selected. Informal after-the-fact discussions with developers revealed that the redevelopment requirements under the RFP were deemed too risky.

It was therefore decided to identify the most likely redevelopment scenarios in order to lessen the risk for potential developers. Based on a market analysis prepared by a private development company, the following three redevelopment scenarios were put forward:

- Assisted Care Living Facility with multi-level parking structure
- Affordable Senior Rental Apartments with multi-level parking structure
- Multi-level Parking Structure

On October 22, 2018, a Permitted Interaction Group comprised of three Board members (Ray Soon, Max Sword and Kay C. Matsui) was approved by the Board to ensure that the long-term use of the Beretania Complex adequately serves the needs of both the BWS and its customers; and to serve as an avenue to freely discuss issues and exchange information and ideas without violating the Sunshine Law.

Because of the scale of the redevelopment and to identify the potential environmental issues and other development challenges of the redevelopment, it was decided that BWS would issue an Environmental Impact Statement (EIS) to evaluate the three redevelopment scenarios. The following is the timeline for the EIS:

- The proposed redevelopment project was presented to the Downtown-Chinatown Neighborhood Board at its November 1, 2018 meeting. The Neighborhood Board did not offer any comments.
- The proposed redevelopment project was presented to the general public at a meeting at Central Middle School on November 8, 2018. Eight people from the general public attended and had questions on who would evaluate proposals received in response to the RFP; what the redevelopment criteria would be; when the RFP would be released, if market rate rental housing



would be included; why the EIS is being prepared before the RFP is released; and why the 2013 RFP did not succeed and what's would be different when the new RFP is released. The RFP consultant and BWS provided responses to these questions.

- The EIS Preparation Notice was published in the Office of Environmental Quality Control's (OEQC) *The Environmental Notice* on November 23, 2018
- The Draft EIS was published in OEQC's *The Environmental Notice* on May 23, 2020
- The Final EIS was published in OEQC's *The Environmental Notice* on September 23, 2020
- The Final EIS was accepted by Mayor Caldwell via his appointed representative, the Department of Planning and Permitting (DPP) on October 23, 2020
- Acceptance of the Final EIS was published in OEQC's *The Environmental Notice* on November 8, 2020
- The 60-day challenge period to the Final EIS ended on January 7, 2021, with not challenges received

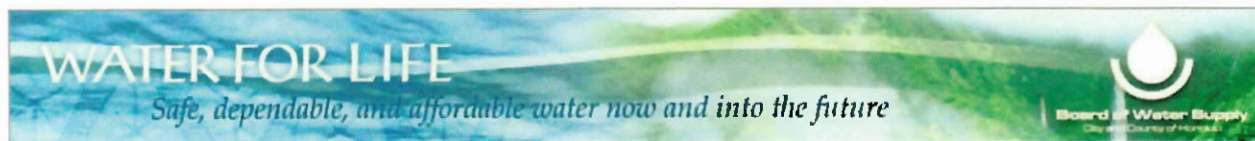
## Permitted Interaction Group Meetings

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The Permitted Interaction Group met with the BWS Manager and Chief Engineer, BWS staff, the RFP consultants and the City Department of Planning and Permitting (DPP) as a group and individually when schedules did not permit such a gathering. Said meetings occurred in December 2018 (exact date unavailable) and on February 5, 2019, March 7, 2019 and May 26, 2021.

During the December 2018 meeting, it was mentioned that it might be wise to consider including medical research facilities and offices as opposed to commercial and public office space (since the Beretania Complex is located next door to Queen's Medical Center); rezoning the property and offering both affordable and market price rentals in the redevelopment plan. The members also cautioned too heavy a reliance on parking revenues as the nature of in-town transportation is evolving with the popularity of ride-sharing, Uber, Lyft, bicycling and other options.

At the February 2019 meeting, the RFP consultants shared that the redevelopment scenarios were chosen because all were allowed under the Beretania Complex's current A-2 Medium Density Apartments zoning; would increase the rental housing inventory in a centrally located area, and would provide a public benefit at reasonable cost for assisted care patients and Oahu's aging population. In addition, since assisted care patients and seniors need access to health care, developing facilities at the Beretania Complex, which is near Queen's Medical Center and Straub



Clinic, made sense. They also shared that rezoning was not pursued because based on their past experience such an action would require amending the Primary Urban Center development plan, which could take a long time to accomplish. While the Permitted Interaction Group felt it was okay to proceed with the recommended redevelopment scenarios, they did not entirely agree with the reasons for not considering rezoning as part of the redevelopment plan. Thus, a meeting with the City Department of Planning and Permitting (DPP) to discuss rezoning was requested.

At the March 2019 meeting, DPP shared that they have 90 days to process the rezoning request, followed by a review by the Planning Commission, which takes approximately 45 days. Thereafter, rezoning requires City Council approval, which typically takes 3 full Council meetings to accomplish. Lastly, a development plan amendment would be required and can be performed concurrently with the rezoning process described above. DPP did not mention how long the process to amend the development plan takes or what is required. DPP did mention that the renting of parking stalls in the proposed parking structure would be considered as commercial and would not be allowed under the current A-2 zoning. DPP also shared that if BWS want to redevelop using Chapter 201H, Hawaii Revised Statutes (HRS), 51-percent of the units will have to be affordable, an application will have to be processed through the Hawaii Housing Finance Development Corporation if BWS or its developer want to use tax credits or Hawaii Housing Finance Development Corporation funding. Like rezoning, redevelopment under Chapter 201H has to go through the Planning Commission and City Council approval processes.

At the May 2021 meeting, the Permitted Interaction Group agreed that it remains unconvinced that BWS should proceed with the redevelopment under the recommended scenarios. Given current economic turmoil and uncertainty, the time is not right and the Permitted Interaction Group is not convinced that the recommended uses maximize the property. The Permitted Interaction Group discussed the likelihood that the highest and best future uses will probably be hospital- and medical-related, such as long-term care, expanded hospital services, medical research and geriatrics, but that BWS is not yet in a position to capitalize on such opportunities. The Permitted Interaction Group also pointed out that BWS may find it more advantageous to partner with medical providers, such as Queen's, but that their needs should not drive the redevelopment. Instead, the partnership and subsequent redevelopment has to be beneficial to BWS's ratepayers and provide a rate of return that makes working together "win-win" for both sides. It should be noted that the Permitted Interaction Group is not rejecting the RFP consultants' recommended redevelopment scenarios. Instead, the Permitted Interaction Group believes BWS must put itself in a better position for when the time is ripe for redevelopment. The first step in that effort should be to rezone the property to a use that maximizes BWS' options in the future.



## Recommendations

---

Based on the above, the Permitted Interaction Group makes the following recommendations:

- Ask the RFP consultant to evaluate and assess what would be required to rezone the Beretania Complex from its current A-2 zoning to a higher zoning, such as BMX-3, Community Business Mixed Use, and if it would require updating or revising the EIS.
- Rezone the Beretania Complex if doing so makes economic sense and will expand the opportunities for BWS in the future.
- Obtain an opinion from the Department of Corporation Counsel as to whether the redevelopment of the Beretania Complex has to be through a competitive process in compliance with HRS, Chapter 103D (Procurement Code) or whether BWS can approach Queen's to discuss their long-term vision and the possibility of a partnership with BWS where Queen's objectives are met and BWS' return is maximized.
- Re-establish the Permitted Interaction Group when the economy and State have recovered to the point that redevelopment of the Beretania Complex can proceed with a higher level of confidence of success.

## Next Steps

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To comply with Hawaii Revised Statutes (HRS), Section 92.2.5(b)(1)(B), this report of the Permitted Interaction Group report describing their activities and recommendations will be presented at the July 26, 2021 Board Meeting. The Board may ask questions of the Permitted Interaction Group members to get a better understanding of the report, findings and recommendations. HRS, Section 92-2.5.(b)(1)(C), however, requires that Board discussion, deliberation and decision-making occur at a subsequent meeting.



ITEM FOR INFORMATION NO. 5

"July 26, 2021

FISCAL YEAR  
2021 CLAIMS  
MANAGEMENT  
SUMMARY

Chair and Members  
Board of Water Supply  
City and County of Honolulu  
Honolulu, Hawaii 96843

Chair and Members:

Subject: Fiscal Year 2021 Claims Management Summary

Raelynn Nakabayashi, Executive Assistant I, Executive Support Office, will provide information on Fiscal Year 2021 Claims Management.

Respectfully submitted,

/s/ ERNEST Y. W. LAU, P.E  
Manager and Chief Engineer

Attachment"

The foregoing was for information only.

DISCUSSION:

Raelynn Nakabayashi, Executive Assistant I, Executive Support Office gave the report.

Board Member Jade Butay mentioned that if there is a claim against the Department of Transportation (DOT) the settlement or judgment is paid utilizing a separate appropriation from the legislature. He asked if claim settlements are included in the BWS budget.

Ms. Nakabayashi responded that the BWS has a separate budget for settlements to pay for any claims or litigated matters. She explained that because the BWS is semi-autonomous funding for settlements comes from the BWS revenues. The BWS doesn't receive a general fund appropriation from the C&C for settlements.

Board Member Soon inquired on the cost to insure the BWS at an appropriate level.

Ms. Nakabayashi replied that the BWS has property, general liability, and excess insurance coverage. The BWS's general liability coverage is at \$10 million per occurrence. The reason the BWS must also budget for claims and settlement though is that the BWS has a \$1 million Self Insured Retention (SIR) which means that settlement or judgment must exceed \$1 million, paid by the BWS, before being able to seek insurance coverage through its general liability policy.

Vice Chair Kapua Sproat asked if there was any further discussion or comments. Since there was no further discussion or comments, Vice Chair

asked Ms. Tracy Burgo if there was anyone on the telephone to testify. Ms. Burgo responded there were no telephone testifiers.

Vice Chair Sproat and Manager Lau thanked Ms. Nakabayashi for her presentation.



# FISCAL YEAR 2021 CLAIMS MANAGEMENT SUMMARY

Raelynn Nakabayashi

July 26, 2021

[boardofwatersupply.com](http://boardofwatersupply.com)



## LEGAL FRAMEWORK - WATER RESEARCH FOUNDATION

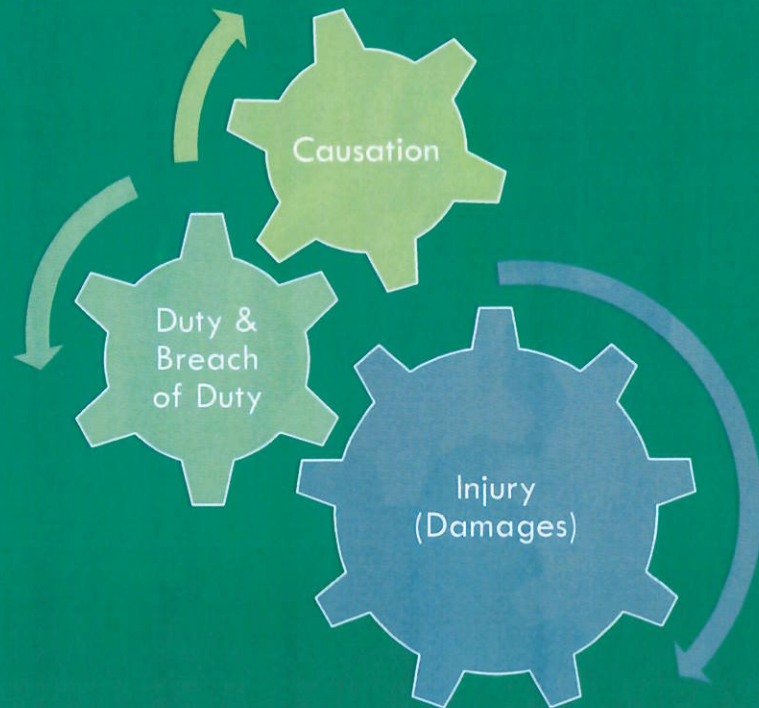
“...Tort law holds a person or entity to a defined and certain standard of care. When other persons or property are injured because of a failure to uphold that standard of care, the result is that the person who failed is held liable.”

...

“The matter of whether a water utility can be held liable for infrastructure failures is unique to the state or province where the utility is located because the standard of care that a utility is held to changes from jurisdiction to jurisdiction.”



# HAWAII CIVIL JURY INSTRUCTIONS



“Plaintiff(s) must prove by a preponderance of the evidence that defendant(s) was/were negligent and that such negligence was a legal cause of plaintiff’s(s’) injuries and/or damages. Plaintiff(s) must also prove the nature and extent of his/her/their injuries and/or damages.”

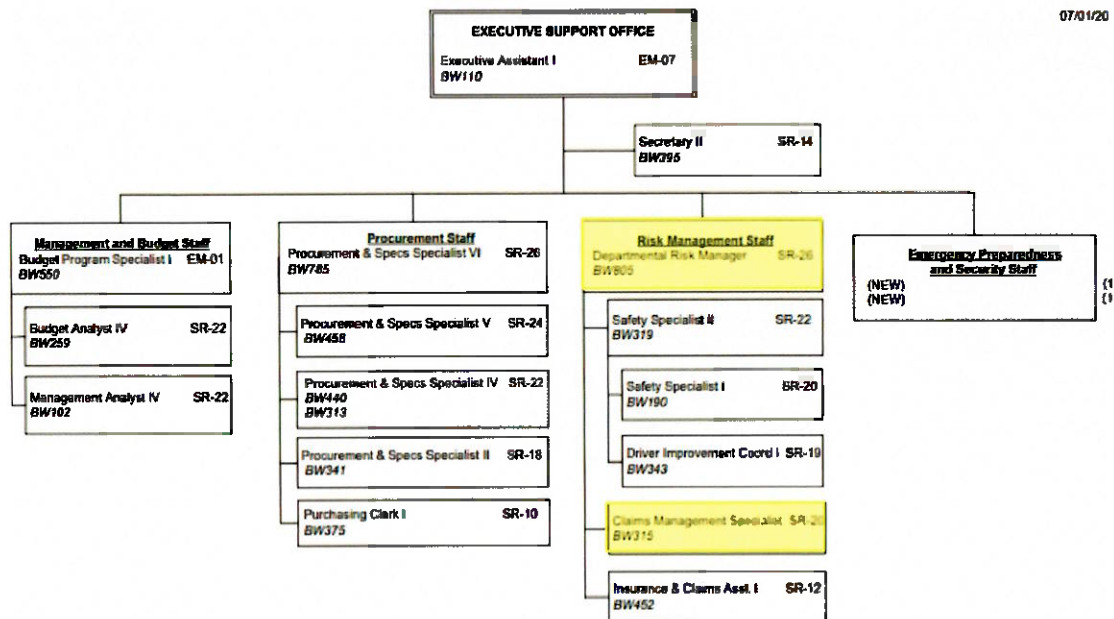




# BOARD OF WATER SUPPLY – RISK MANAGEMENT

BOARD OF WATER SUPPLY  
Office of Manager and Chief Engineer  
Executive Support Office  
Chart I-B

07/01/20



(1) To be established

FTE 19.0

## Board of Water Supply Operating Budget Fiscal Year 2022

### ESO - Executive Support Office 8110 - Risk Management

#### Section's Activity

The Risk Management section provides risk management services that ensure the business and operational exposures of the BWS are covered through either insurance or self-retention policies. Oversees the department's workers' compensation program. Additionally, the section ensures the safety and well-being of our employees through a comprehensive safety program and return-to-work program.

Account	FY2020 Actual	FY2020 Adopted Budget	FY2021 Adopted Budget	FY2022 Proposed Budget	Change
4110 - Salaries & Wages	311,893	327,600	336,400	336,200	800
4120 - Overtime	4,896	5,000	6,950	6,000	(950)
4130 - Miscellaneous (Payroll)	0	0	0	0	0
Personnel Services	316,879	332,600	342,350	342,200	(150)
4180 - Meals, Mileage & Uniform Allowances	361	1,200	1,200	750	(450)
4250 - Other Contractual Services	11,598	3,199	17,999	17,730	(169)
4265 - Printing	44	0	0	0	0
4270 - Professional Services	947,677	1,420,000	1,060,000	1,170,000	120,000
4430 - Miscellaneous Supplies	4,517	6,272	7,300	7,800	300
4480 - Other Materials & Supplies	1,575	0	0	0	0
4500 - Education and Training	2,901	3,000	2,750	2,900	150
4720 - Conference Travel & Expenses	0	20,800	10,000	3,500	(6,500)
4910 - Miscellaneous Fees & Registration	2,404	1,280	1,250	3,860	2,400
5700 - Insurance	751,055	860,000	860,000	1,110,835	260,835
6340 - Workers Compensation Benefits	1,247,185	1,200,000	1,316,000	1,316,000	0
6350 - Claims for Pers Injuries & Prop Damage	592,729	1,000,000	1,250,000	1,000,000	(250,000)
8050 - Equipment (under \$5,000)	4,115	0	0	0	0
Materials, Supplies and Services	3,865,786	4,585,781	4,506,549	4,832,568	126,566
1270 - General Plant & Equip (over \$5,000)	22,074	0	0	0	0
Equipment	22,074	0	0	0	0
Total Risk Management	3,903,738	4,838,251	4,848,749	4,975,165	126,416



# CLAIMS FOR PERSONAL INJURIES / PROPERTY DAMAGES

TOTAL EXPENDED FY 2019 – 2021

Fiscal Year	Total Amount Paid (Object Code 6350)
2019	\$2,098,107.57
2020	\$592,728.00
2021	\$997,393.60



## Pipelines

Some of the features we love most about Hawai'i – the tropical climate, the ocean, the mountains, the lush vegetation – are really hard on water infrastructure.

The BWS water system includes pipelines of varied materials, sizes, and ages. Most pipelines are buried and all are pressurized, making it challenging to evaluate their condition. As a result, multiple approaches were applied for pipeline condition assessments:

- Analytical tools were used to identify which stretches of pipeline are most critical for dependable service as well as which are more likely to fail. Statistical analyses included information on lifespan, water-main break history, and factors that contributed to failure.
- State-of-the-art pipeline-wall analysis tools were applied to test selected pipelines under normal conditions. While expensive and difficult to implement, these in-pipe electromagnetic and acoustic tools can locate leaks (even small ones), as well as air pockets and localized corroded areas that could lead to breaks, all while the pipeline remains in service.



Advanced pipeline condition assessment requires traffic control, excavation, construction of a vault, tapping into water-filled pressurized pipe, and installation of a valve. The testing team tracks a probe inserted into the pipeline, propelled by the moving flow of water, up to a distance of 1/2 mile.

- Forensic analyses were conducted at main breaks, in an effort to identify common factors among the sites. Remnants of broken pipes were carefully examined, including sandblasting to reveal underlying conditions, as well as laboratory testing of material properties.
- The BWS's dedicated Leak Detection Team surveys about 360 miles of pipe each year, proactively searching for leaks.

## FINDINGS

*Water main breaks in the BWS system, overall, have been on the decline for several years. This reduction of water main breaks, from about 500 down to about 300 per year, is due largely to the BWS's proactive efforts, including changes in operational practices, pressure management, leak detection, and renewal and replacement of selected sections of pipes. Breaks in large pipelines 16 inches or more in diameter are relatively small in number, but the break rate has been trending upward. Causes are being studied.*

*The analyses identified several factors that make pipelines more prone to breaks: age of the pipes, corrosion, smaller diameters with thinner pipe walls, higher pressures, placement in certain soil types or in areas of dredged fill, and location in coastal zones or near stream crossings.*

*State-of-the-art pipeline assessment technology including closed-circuit television, acoustics, and electromagnetic sensors has a role in future decision-making about pipeline renewal and replacement, if used selectively. These technologies are currently too costly to assess all of the BWS pipes, however they can be of significant value when used to confirm where and when to make major investments in replacing sections of larger water mains that have high consequence of failure.*

*The BWS leak detection program contributes system-wide assessment information to decision making about pipeline renewal and replacement. The team inspects the entire 2,100-mile pipeline system over a 6-year cycle.*





## MAIN BREAKS RECORDED – FY 2016 - 2021

Fiscal Year	# of Water Main Breaks
2016	326
2017	346
2018	322
2019	328
2020	348
2021	343





# GENERAL LIABILITY\* LOSS RUNS

FISCAL YEAR 2019 - 2021

Fiscal Year	Total Claims	Main Break Related Claims	Closed Claims	Amount Paid to Date	Open Claims
2019	106	38	99	\$393,576.11	7
2020	134	66	116	\$735,363.59	18
2021	77	36	25	\$125,212.92	52

\*This does not include Auto claims.

\*This also does not include all Litigated Matters (Settlements or Orders) as not all lawsuits are preceded by a Claim







# Mahalo!

## BOARD OF WATER SUPPLY

Fiscal Year 2021 Claims Management Summary

Raelynn Nakabayashi

(808) 748-5177, [rnakabayashi@hbws.org](mailto:rnakabayashi@hbws.org)

[boardofwatersupply.com](http://boardofwatersupply.com) for more information

July 26, 2021

Providing safe, dependable, and affordable  
drinking water, now and into the future.

ITEM FOR INFORMATION NO. 6

"July 26, 2021

UPDATE ON FEE  
WAIVERS FOR  
AFFORDABLE,  
HOMELESS AND  
FIRE SPRINKLER  
RETROFIT  
PROJECTS

Chair and Members  
Board of Water Supply  
City and County of Honolulu  
Honolulu, Hawaii 96843

Chair and Members:

Subject: Update on Fee Waivers for Affordable, Homeless and  
Automatic Fire Sprinkler Retrofit Projects

Ellen Kitamura, Deputy Manager, will present an update on the Board of Water Supply's Fee Waivers for Affordable Housing, Homeless and Automatic Fire Sprinkler Retrofit Projects.

Respectfully submitted,

/s/ ERNEST Y. W. LAU, P.E  
Manager and Chief Engineer

Attachment"

The foregoing was for information only.

DISCUSSION:

Ellen Kitamura, Deputy Manager gave the report.

Board Member Soon inquired, if there were other projects that could have had fees waived if the 500 dwelling unit cap was not set for each fiscal year.

Manager Lau responded that the BWS was able to waive fees for 578 dwelling units according to the policy that was set by the Board.

Deputy Kitamura added that all eligible projects were granted fee waivers in the current fiscal year. However, due to the popularity of the program, with the 500 dwelling unit cap, it may be possible that some projects may not be able to participate in the waiver program in the next fiscal year.

Board Member Babcock commented that the Residential Fire Sprinkler Retrofit Program is progressing slowly. However, if in the Fiscal Year 2022 as the program advances, he suggested that the BWS could approach the Board to reconsider the cap extending this program.

Deputy Kitamura agreed that the program had a slow start. However, projects that are undergoing life safety evaluations may decide that installing a fire sprinkler system is the best option. In 2018 the fee waiver program for affordable, homeless, and fire sprinkler retrofit projects was approved with the schedule of rates and charges. She stated any changes to the program would need to go through a public hearing process.



Manager Lau added that any changes are also required to go before the Small Business Regulatory Review Board. He mentioned the current program is good until 2023, but the BWS is beginning a rate study in Fiscal Year 2022 to determine whether there should be any changes to the current water rates and charges. Any changes to the fee waiver program can be considered by the Board during this time. Manager Lau indicated that the BWS will need to incorporate any increase in fee waivers into the revenue projections for the development of the rates and charges to fund capacity expansion projects.

Vice Chair Sproat thanked Deputy Kitamura for her presentation.



# UPDATE ON FEE WAIVERS FOR AFFORDABLE, HOMELESS AND AUTOMATIC FIRE SPRINKLER RETROFIT PROJECTS

Ellen E. Kitamura

July 26, 2021

[boardofwatersupply.com](http://boardofwatersupply.com)



## WAIVER OF FEES FOR AFFORDABLE, HOMELESS AND FIRE SPRINKLER RETROFIT PROJECTS UPDATE SUMMARY

Fiscal Year	# Affordable Dwelling Units	# Homeless Dwelling Units	# Total Qualified Units	\$ Waived WFSC	\$ Waived Meter Costs	\$ Waived Fire Sprinkler Meter	\$ Annual Fees Waived
FY 2018 – 2019	76	102	178	\$103,432.03	\$10,332.00		\$113,764.03
FY 2019 – 2020	302	0	302	\$489,770.41	\$14,608.00		\$504,378.41
FY 2020 – 2021	578	0	578	\$789,665.47	\$10,675.00		\$800,340.47
FY 2021 – 2022							
FY 2022 – 2023							
<b>TOTALS to date</b>	<b>956</b>	<b>102</b>	<b>1,058</b>	<b>\$1,382,867.91</b>	<b>\$35,615.00</b>		<b>\$1,418,482.91</b>





# WAIVER OF FEES FOR AFFORDABLE, HOMELESS AND FIRE SPRINKLER RETROFIT PROJECTS UPDATE FY 2018-2019

Project Name	Type	# Qualified Units	\$ WSFC Fees Waived	\$ Meter Fees Waived	\$ Fire Sprinkler Fees Waived	\$ Total Fees Waived
Kauhale Kamaile Modular Homes	Affordable	16	\$14,455.74			\$14,455.74
1902 Young Street Multi-Family Housing	Affordable	30	\$35,543.55	\$1,702.00		\$37,245.55
Kahauiki Village	Homeless	24	\$35,583.36	\$7,304.00		\$42,887.36
Hale Mauiola	Homeless	78	\$7,357.61			\$7,357.61
1936 Citron Street	Affordable	30	\$10,491.77	\$1,326.00		\$11,817.77
TOTALS		178	\$103,432.03	\$10,332.00		\$113,764.03



# WAIVER OF FEES FOR AFFORDABLE, HOMELESS AND FIRE SPRINKLER RETROFIT PROJECTS UPDATE FY 2019-2020

Project Name	Type	# Qualified Units	\$ WSFC Fees Waived	\$ Meter Fees Waived	\$ Fire Sprinkler Fees Waived	\$ Total Fees Waived
Queen Emma Building	Affordable	71	\$79,708.87			\$79,708.87
Azure	Affordable	78	\$87,567.48			\$87,567.48
Maunakea Marketplace	Affordable	38	\$46,069.90			\$46,069.90
Hale Makana O Maili	Affordable	51	\$106,934.65	\$7,304.00		\$114,238.65
The Elemental (Phase 1)	Affordable	42	\$112,794.08	\$7,304.00		\$120,098.08
The Elemental (Phase 2)	Affordable	22	\$56,695.43			\$56,695.43
TOTALS		302	\$489,770.41	\$14,608.00		\$504,378.41





## WAIVER OF FEES FOR AFFORDABLE, HOMELESS AND FIRE SPRINKLER RETROFIT PROJECTS UPDATE FY 2020-2021

Project Name	Type	# Qualified Units	\$ WSFC Fees Waived	\$ Meter Fees Waived	\$ Fire Sprinkler Fees Waived	\$ Total Fees Waived
Halewaiolu Senior Residences	Affordable	155	\$174,012.31	\$7,304.00		\$181,316.31
902 Alder Street Project	Affordable	200	\$237,958.00			\$237,958.00
West Loch Modular Housing Project	Affordable	58	\$87,620.21	\$376.00		\$87,996.21
Ililani	Affordable	165	\$290,074.95	\$2,995.00		\$293,069.95
TOTALS		578	\$789,665.47	\$10,675.00		\$800,340.47





# WAIVER OF FEES FOR AFFORDABLE, HOMELESS AND FIRE SPRINKLER RETROFIT PROJECTS UPDATE

## **Waiver of Water System Facilities Charge for Qualified Affordable and Homeless Dwelling Units**

The Board of Water Supply may waive the Water Systems Facilities Charges and new meter cost for qualified on-site affordable and homeless dwelling units, up to 500 dwelling units per year. The waivers will be granted when the building permit is submitted for approval. To qualify, the dwelling units must be certified as either affordable or homeless dwelling units by the appropriate agency of the City and County of Honolulu. Waiver of the Water System Facilities Charge will apply only to fixture units associated with the certified dwelling units. The amount of the meter waiver shall be calculated as a percentage of the number of certified dwelling units to the total number of dwelling units in the project. If the annual cap of 500 dwelling units has not been reached and a project is proposed that would qualify for more than the remaining number of dwelling units in that year, the Manager and Chief Engineer has the discretion to increase that year's limit. This waiver provision shall expire on June 30, 2023.

## **Waiver of Meter Charges for Residential Fire Sprinkler Retrofits**

The Board of Water Supply may waive the new meter charges for high rise multi-unit residential fire sprinkler retrofits. This waiver provision shall expire on June 30, 2023.

Revision to the Schedule of Rates and Charges for the Furnishing of Water Service

Amended by Resolution No. 889, 2018, effective September 15, 2018



## FEE WAIVERS – ADDITIONAL INFORMATION

- To be eligible for the fee waivers, the developer must obtain a letter from the City certifying that the project is an affordable housing or homeless project.
- Eligible fees will be waived when the building permits are submitted for review and approval.
- Fee waivers will not be retroactive. Only projects submitting building permits on or after the effective date will be considered unless the project obtained prior approval from BWS for the fee waiver.
- Fee waivers will apply only to fixture units associated with the affordable housing and homeless dwelling units.
- Only costs associated with the one-time charge for the fire sprinkler meter will be waived for the residential fire sprinkler retrofit projects.
- The BWS will report annually on the amount of dwelling units and all fee waivers approved by BWS.
- The effective date of the fee waiver program is September 15, 2018 Revision to the Schedule of Rates and Charges for the Furnishing of Water Service, amended by Resolution No. 889, 2018
- Unless extended by the Board the fee waiver program will expire on June 30, 2023.







# Mahalo!

## BOARD OF WATER SUPPLY

Affordable/Homeless/Fire Sprinkler Project Update

Ellen E. Kitamura

(808) 748-5066, [ekitamura@hbws.org](mailto:ekitamura@hbws.org)

[boardofwatersupply.com](http://boardofwatersupply.com) for more information

July 26, 2021

Providing safe, dependable, and affordable  
drinking water, now and into the future.



ITEM FOR INFORMATION NO. 7

"July 26, 2021

2021 WATER  
CONSERVATION  
PROGRAM  
UPDATE

Chair and Members  
Board of Water Supply  
City and County of Honolulu  
Honolulu, Hawaii 96843

Chair and Members:

Subject: 2021 Water Conservation Program Update

Lorna Heller, Water Resources and Kathleen Pahinui, Communications will provide an informational update on our Conservation Programs and the impact of COVID-19 on those programs for CY 2021.

Respectfully submitted,

/s/ ERNEST Y. W. LAU, P.E  
Manager and Chief Engineer

Attachment"

The foregoing was for information only.

DISCUSSION:

Lorna Heller, Civil Engineer VI, Water Resources Division, and Kathleen Pahinui, Information Officer, Communications Office, gave the report.

Board Member Babcock commented he looked forward to participating in the next Imagine the Day Without Water event. He asked Ms. Heller through the rebate system if 37 million gallons of water was saved per year at the cost of \$5.25 per gallon the amount of water that could be saved would equal a couple of years.

Ms. Heller agreed with Board Member Babcock, that if the cost per gallon of water was \$5.25.

Vice Chair Kapua Sproat asked if there was any further discussion or comments. Since there was no further discussion or comments, Vice Chair asked Ms. Tracy Burgo if there was anyone on the telephone to testify. Ms. Burgo responded there were no telephone testifiers.

Vice Chair Sproat thanked Ms. Pahinui and Ms. Heller for her presentation.



# CONSERVATION UPDATE

Kathleen M. Pahinui, Communications

Lorna Heller, Water Resources

July 26, 2021

[boardofwatersupply.com](http://boardofwatersupply.com)



# OVERVIEW

- Water Sensible Program
- Conservation Advertising
- WaterSmart
- Rain Barrel Workshops
- Calendar Contest
- Xeriscape Garden





# CURRENT PROGRAMS



## Water Sensible Monthly Dashboard June 2021

### Rebate Table

Metric	Cumulative Clothes Washers*	Cumulative Rain Barrels*	Cumulative WBIC**	Monthly Clothes Washers	Monthly Residential Rain Barrels	Monthly WBIC
Applications Received	6,124	247	242	106	32	10
Rebates Provided	5,494	237	180	71	33	3
Incentives	\$412,050	\$9,480	\$11,886	\$5,325	\$1,320	\$582
Gallons Saved/Day	93,925	1,428	6,658	1,214	199	111
Gallons Saved/Year	34,282,560	521,400	2,430,000	443,040	72,600	40,500
Lifetime Gallons Saved	479,955,840	10,428,000	12,150,000	6,202,560	1,452,000	202,500

\*Program inception-May 2018 \*\*WBIC inception-March 2019

### Food Service Incentives

Metric	Measures			
	Cumulative Aerators*	Cumulative Pre-Rinse Nozzles*	Monthly Aerators	Monthly Pre-Rinse Nozzles
Quantity	67	48	0	0
Locations Served	25	16	0	0
Gallons Saved/Day	1,126	1,290	0	0
Gallons Saved/Year	410,844	470,928	0	0
Lifetime Gallons Saved	2,054,220	2,354,440	0	0

\*Incentive inception - Jan 2019

### Direct Installation Incentives

Metric	Measures			
	Fixed Showerheads	Handheld Showerheads	Bathroom Aerators	Kitchen Aerators
Quantity Monthly	0	0	0	0
Cumulative	153	545	293	747
Gallons Saved/Day	1,224	4,360	586	1,494
Gallons Saved/Year	446,760	1,591,400	213,890	545,310
Lifetime Gallons Saved	2,233,800	7,957,000	1,069,450	2,726,550



WBIC applications and QR code signage at Home Depot Iwalei.

### Program Notes:

- Residential direct installations may proceed only in unoccupied, vacant units. Food service and direct installation programs will fully resume once COVID-19 related government restrictions are lifted.
- 14% of all apps received in June were submitted online. When Clothes Washer apps are disaggregated from the data, 21% of the remaining Rain Barrel and WBIC apps received were submitted online.



WATER CONSERVATION PROGRAM





# WATER SENSIBLE SOCIAL MEDIA

<p><b>\$75 Rebate</b> On A New Water-Saving, Energy-Efficient Washer</p> <p><b>Save Water &amp; Money</b></p>  <p>Board of Water Supply</p>	<p><b>\$100 Rebate</b> On A Weather-Based Irrigation Controller</p> <p><b>Is your watering under control?</b></p> <p>Take the guesswork out of how much to water.</p> <p>Automatically irrigate based on weather conditions.</p> <p>Save up to 7,600 gallons of water a year.</p>  <p>Board of Water Supply</p>	<p><b>\$40 Rebate</b> On A Rain Catchment Barrel</p> <p><b>Save Water &amp; Money</b></p>  <p>Board of Water Supply</p>
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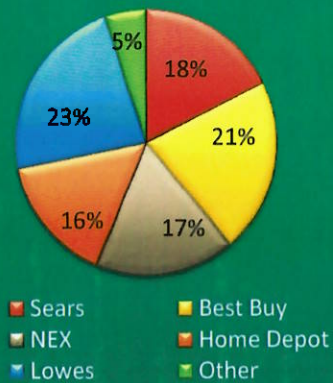


# MAIL-IN REBATES

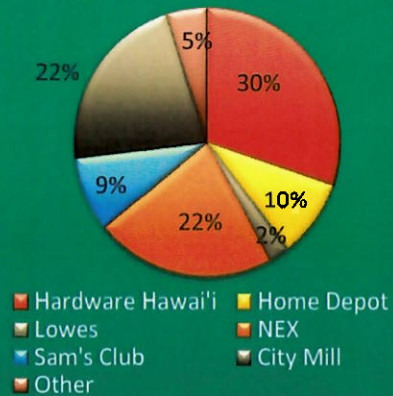
Measure	Quantity	Rebate (\$)	Total Annual Savings (gal/year)
Clothes Washers	5,494	\$412,050.00	34,282,560
Rain Barrels	237	\$9,480.00	521,000
WBIC's	180	\$11,886.00	2,430,000
<b>Totals</b>	<b>5,911</b>	<b>\$433,416.00</b>	<b>37,233,560</b>

## Participating Retailers

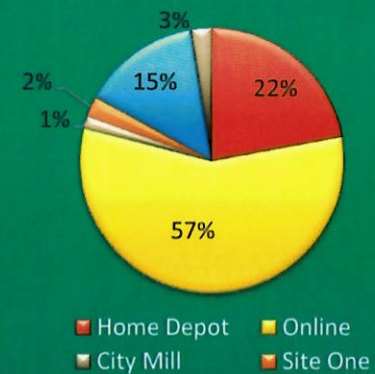
Clothes Washers



Rain Barrels



WBICs



# CUSTOMER SERVICE

Medallia survey on rebate experience (Scale of 1-10)



Application states 6-8 week processing time. Current average time is 4.85 weeks  
(date of receipt until date of check issuance)





# MULTI-FAMILY DIRECT INSTALL PROGRAM



**OVER 7,600 GALLONS SAVED/DAY**

**Direct Install Overall Results**

- 999 Units served
- 153 Fixed Showerheads
- 545 Handheld Showerheads
- 293 Bathroom Aerators
- 747 Kitchen Aerators
- 7,664 Gallons Saved per day

**Property Highlights**

245 water-saving measures serve residents at Chinatown Manor, an affordable housing community serving residents at or below 60% AMI (area median income).

In addition, 465 measures serve residents in West Lech Elderly and Westlake Apartments. These properties house residents who are seniors that earn under 60% AMI.

The MFDI Program retrofitted 29 units with water saving measures at Winslow Hale (pictured on the left), a re-imagined and renovated City-owned affordable housing property for veterans, previously homeless, and seniors.

**Why Multi-Family DI Matters?**

- Conserve water resources
- Improve affordability and efficiency
- No cost to customer
- Educate and engage residents

Photo Caption: (top) MFDI unit at Winslow Hale. (bottom) Coverage from the opening blessing at Winslow Hale, which welcomed the senior veteran resident above in 2017. (Source: Star Advertiser, 2017)





# WATER CONSERVATION SCORECARD



Indicator	Metric	Goal	Baseline FY 2016	FY 2017	FY 2018	FY2019	FY 2020	FY 2021	FY 2022
Conservation	\$ budgeted for conservation	4% of CIP \$3.35M	\$0.89 M ●	\$1.08 M ●	\$1.50 M ●	\$1.47 M ●	\$2.08 M ●	\$2.04 M ●	\$2.10 M ●
	Per capita consumption	< 145 gpcd (by 2040, starting at 155 gpcd in 2016)	155 gpcd ●						

● (miss by > 10% of goal)




# ADVERTISING

- June: Water Conservation / Disaster Preparedness
- July: Water Conservation / Smart Irrigation (Rebates)
- August: Water Conservation / Disaster Preparedness
- September: Water Conservation / Disaster Preparedness
- October: Water Conservation / Imagine A Day Without Water
- November: Water Conservation / Water Efficient Fixtures (Rebates)
- December: Water Conservation / Holiday Theme





# WATER SMART



**START SAVING TODAY WITH**

**WaterSmart**

**Learn more here!**

**WaterSmart**

Learn how you can take advantage of the WaterSmart portal - a FREE service.


What you'll get:

- Your water usage trends over the past year
- Alerts for possible leaks or unusual usage
- Rebate program information and tips on saving water

#bwehawaii #waterconservation #water #saving #life #precious

94 views


Add a comment...




**WaterSmart**

TRACK YOUR HOME WATER USAGE

**SET ALERTS FOR POSSIBLE LEAKS**





**IT'S EASY AND FREE!**

FIND OUT HOW AT

[honolulu.watersmart.com](http://honolulu.watersmart.com)



**WaterSmart**

SOFTWARE

**Create your free, personal WaterSmart account today!**

See how you use water & where you use it most

Find ways to save water & reduce your bill

Sign up for high usage & leak detection alerts

Compare your usage with similar households

H<sub>2</sub>O

Your information is always kept safe & secure. WaterSmart will never sell or provide your personal information to third party vendors.

Board of Water Supply

Create your account at: [honolulu.watersmart.com](http://honolulu.watersmart.com)

[www.honolulu.watersmart.com](http://www.honolulu.watersmart.com)





# WATER CONSERVATION EVENTS


- Detect-A-Leak Week
- World Water Day
- Ka Wai Wednesday
- BWS Water Conservation Week and National Drinking Water Week
- Imagine a Day Without Water




# WATER CONSERVATION EVENTS

**WORLD WATER DAY**  
*March 22, 2021*

What does  
**WATER**  
mean to  
you?



  
Board of Water Supply

**Replace Flapper Valves Every**

**2**  
Years



Running toilets are often caused by old, faulty flappers. A running toilet wastes up to **200** Gallons of water per day.

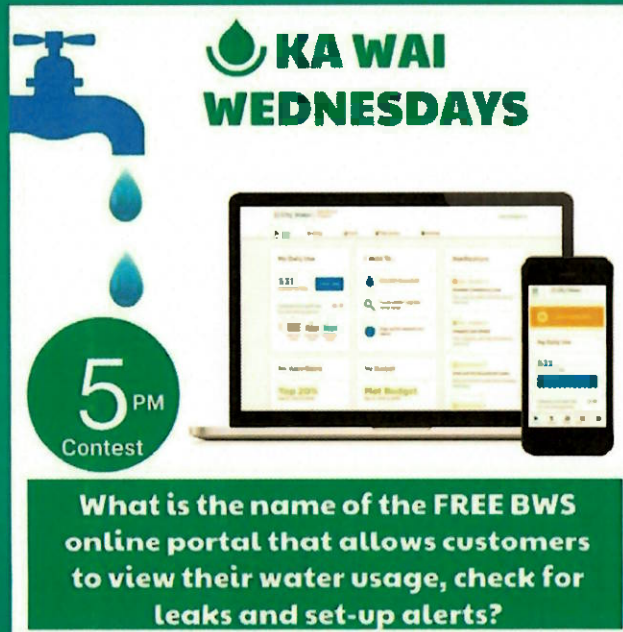
Source: EPA  
#DetectALeakWeek

[www.honolulu.watersmart.com](http://www.honolulu.watersmart.com)





# WATERCONSERVATION EVENTS



**KA WAI WEDNESDAYS**

**5 PM**  
Contest

What is the name of the **FREE BWS** online portal that allows customers to view their water usage, check for leaks and set-up alerts?

The graphic features a blue faucet icon with two water droplets falling from it. Below the faucet is a green circle containing the text '5 PM Contest'. To the right of the circle is a laptop and a smartphone, both displaying the BWS online portal interface. The laptop screen shows a 'My BWS' section with a '521' score and a 'What Budget' section. The smartphone screen also shows the 'My BWS' section with a '521' score.



**KA WAI WEDNESDAYS**

**GRAND PRIZE WINNER**

**Jamie Chun from Honolulu is just one of our winners!**

More winning this Wed., April 14 at 9 AM, 2PM, & 5PM


The photo shows two women standing behind a large white water cooler. The woman on the left is wearing a wide-brimmed straw hat and a face mask. The woman on the right is wearing a grey t-shirt and a face mask, and is giving a thumbs-up gesture. The water cooler has the 'KA WAI WEDNESDAYS' logo on it. The background is a chain-link fence and some greenery.






# WATER CONSERVATION EVENTS

- Board of Water Supply
- Dept of Facility Maintenance
- Dept of Environmental Services
- Office of Climate Change, Resiliency and Sustainability
- Commission of Water Resource Management
- Dept Forestry and Wildlife
- UH College of Tropical Agriculture and  
Human Resources
- Dept of Health
- Dept of Water on Kauai
- Dept of Water Supply on Maui



#Oahu #KaWaiOla  
#DrinkingWaterFacts



### #NoWaterNoRice

Did you know that one pound of rice requires 449 gallons of water?

Rice production accounts for 21% of the global water use for the planet's total agricultural crop production

#ValueWater #ValueWaterOahu  
#DrinkingWaterFacts  
#NoWaterNoRice  
#VirtualWaterFacts  
#RespectTheAina #KaWaiOla  
#ImagineADayWithoutWater

### #NoWaterNoCellPhone



#Oahu #KaWaiOla #ValueWater



**3**  
Days Until

**Imagine a Day Without Water**  
October 21, 2020

Did you know that it takes  
**240 gallons of water to**  
**manufacture a cell phone.**





# NEW INITIATIVES

- First time home buyer kit
- Work with Customer Care on a conservation program for over-due customers
- Look for more opportunities to talk to commercial properties – xeriscape, irrigation
- Partnerships with other environmentally-focused groups especially for watershed protection







# RAIN BARREL WORKSHOPS

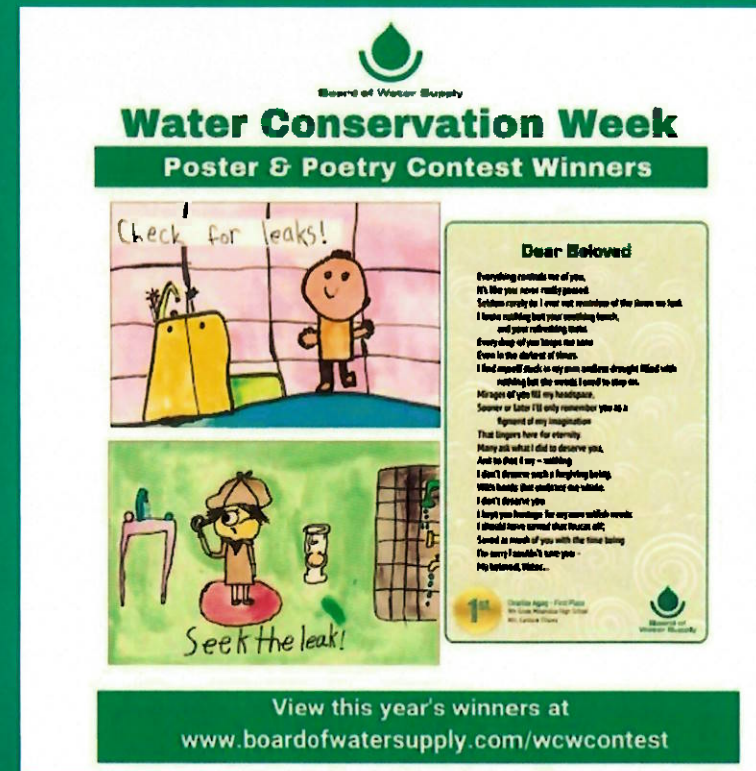
Number of Rain barrels sold since 2008 = 1,255





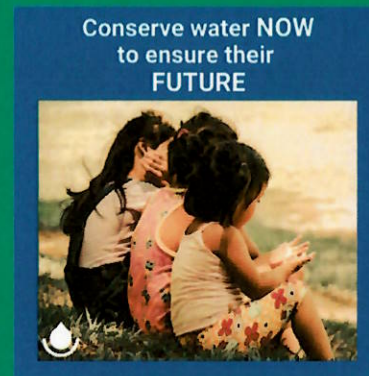
# ANNUAL CALENDAR CONTEST

- Posters and Poems
- 2022 Theme: Conserve Today for Tomorrow
- Number submitted:
  - Posters: 152
  - Poems: 131
- Number of schools participating: 11



# EVENTS / TOURS

- Covid-19 forced the cancellation of all events and tours
- Turned to more promoting programs on social media; increasing use of video:
  - Conservation
  - Workshops
  - Disaster Prep
  - Water Smart
  - Virtual Tours
  - Project WET videos





# XERISCAPE GARDEN

- 2020 Annual Plant Sale cancelled
- Doing workshop videos
- Promoting xeriscape online
- Garden revamp to start in FY 2022 with design
- Doing smaller 2021 Annual Plant Sale – registration for time slots, plant sales only, following COVID-19 protocols







# Mahalo!

BOARD OF  
WATER SUPPLY

Providing safe, dependable, and affordable  
drinking water, now and into the future.

ITEM FOR INFORMATION NO. 8

"July 26, 2021

STATUS  
UPDATE OF  
GROUNDWATER  
LEVELS AT ALL  
INDEX STATIONS

Chair and Members  
Board of Water Supply  
City and County of Honolulu  
Honolulu, Hawaii 96843

Chair and Members:

Subject: Status Update of Groundwater Levels at All Index Stations

There were three aquifer index stations in low groundwater condition for the production month of June 2021. Kaimuki and Waialua are in Caution Status. Punaluu is in Alert Status. The monthly production average for June 2021 was 149.97 million gallons per day.

The Board of Water Supply rainfall index for the month of June 2021 was 51 percent of normal, with a 5-month moving average of 97 percent. As of July 6, 2021, the Hawaii Drought Monitor showed abnormally dry conditions on most of the island of Oahu, except for the Koolau Area on the windward side; and moderate drought conditions along the leeward coast from Honolulu to Makaha. The National Weather Service (NWS) is forecasting below normal precipitation for the summer months. NWS (through a presentation to the Oahu Drought Committee) is also predicting a late start to the winter wet season which may bring above average rainfall as current ENSO neutral conditions possibly transition to increasing chances of La Nina conditions by winter.

Most monitoring wells exhibited decreased head levels for the month, likely due to increased pumping during the summer dry season. Average monthly Production for June 2021 was slightly higher compared to the previous year and the 5-year monthly average.

In order to help mitigate the declining head levels during the summer months we use social media outlets (Facebook, Twitter, Instagram), LIVE TV interviews, and our website to educate the public about water conservation. We also have the Water Sensible Program which offers rebates on clothes washers, rain barrels and weather-based irrigation controllers, and the Water Smart Program that gives customers access to their water use trends with conservation tips to reduce their water use.

Respectfully submitted,

/s/ ERNEST Y. W. LAU, P.E  
Manager and Chief Engineer

Attachment"

The foregoing was for information only.

**DISCUSSION:** Barry Usagawa, Program Administrator, Water Resources Division, gave the report. There were no comments or discussion.

Vice Chair thanked Mr. Usagawa for his presentation.



**PRODUCTION, HEAD AND RAINFALL REPORT  
MONTH OF JUNE 2021**

**POTABLE**

STATION	MGD
HONOLULU (1)	
KULIOUOU	0.00
WAILUPE	0.17
AINA KOA	0.06
AINA KOA II	0.69
MANOA II	0.95
PALOLO	1.10
KAIMUKI HIGH	1.69
KAIMUKI LOW	3.74
WILDER	8.18
BERETANIA HIGH	4.72
BERETANIA LOW	5.30
KALIHI HIGH	0.00
KALIHI LOW	0.00
KAPALAMA	1.06
KALIHI SHAFT	7.48
MOANALUA	1.90
HALAWA SHAFT	8.95
KAAMILO	0.84
KALAUAO	6.65
PUNANANI	10.45
KAHUMANU	0.27
HECO WAIU	2.51
MANANA	0.20
WELLS SUBTOTAL:	66.91
MANOA TUNNEL	0.17
PALOLO TUNNEL	0.00
GRAVITY SUBTOTAL:	0.17
HONO. SUBTOTAL:	67.08

STATION	MGD
WINDWARD (2)	
WAIMANALO II	0.36
WAIMANALO III	0.00
KUOU I	0.99
KUOU II	0.08
KUOU III	0.77
LULUKU	0.90
HAIKU	0.00
IOLEKAA	0.00
KAHALUU	0.71
KAHANA	1.01
PUNALUU I	0.00
PUNALUU II	3.99
PUNALUU III	1.02
KALUANUI	1.24
MAKUA	0.33
HAUULA	0.26
WELLS SUBTOTAL:	11.67
WAIM. TUNNELS I & II	0.00
WAIM. TUNNELS III&IV	0.19
WAIHEE INCL. WELLS	0.65
WAIHEE TUNNEL	3.68
LULUKU TUNNEL	0.23
HAIKU TUNNEL	0.48
KAHALUU TUNNEL	1.70
GRAVITY SUBTOTAL:	6.93
WIND. SUBTOTAL:	18.60

STATION	MGD
NORTH SHORE (3)	
KAHUKU	0.42
OPANA	0.21
WAIALEE I	0.44
WAIALEE II	0.66
HALEIWA	0.00
WAIALUA	2.42
N.SHORE SUBTOTAL:	4.16

STATION	MGD
MILILANI (4)	
MILILANI I	2.09
MILILANI II	0.00
MILILANI III	0.79
MILILANI IV	2.21
MILILANI SUBTOTAL:	5.09

STATION	MGD
WAIHAWA (5)	
WAIHAWA	1.03
WAIHAWA II	2.22
WAIHAWA SUBTOTAL:	3.25

STATION	MGD
PEARL CITY-HALAWA (6)	
HALAWA 277	0.71
HALAWA 550	0.00
AIEA	1.26
AIEA GULCH 497	0.21
AIEA GULCH 550	0.25
KAONOHI I	1.27
WAIMALU I	0.00
NEWTOWN	1.18
WAIU	0.94
PEARL CITY I	0.83
PEARL CITY II	1.24
PEARL CITY III	0.28
PEARL CITY SHAFT	0.92
PEARL CITY-HALAWA SUBTOTAL:	9.08

STATION	MGD
WAIPAHU-EWA (7)	
WAIPIO HTS.	2.16
WAIPIO HTS. I	0.11
WAIPIO HTS. II	0.32
WAIPIO HTS. III	1.22
WAIPAHU	5.61
WAIPAHU II	2.49
WAIPAHU III	4.03
WAIPAHU IV	2.97
KUNIA I	0.02
KUNIA II	2.30
KUNIA III	2.98
HOAEAE	8.23
HONOULIULI I	0.00
HONOULIULI II	4.43
MAKAKILO	0.58
WAIPAHU-EWA SUBTOTAL:	37.44

STATION	MGD
WAIANAE (8)	
MAKAHA I	0.00
MAKAHA II	0.00
MAKAHA III	1.17
MAKAHA V	0.87
MAKAHA VI	0.00
MAKAHA SHAFT	0.00
KAMAILE	0.17
WAIANAE I	0.07
WAIANAE II	0.68
WAIANAE III	0.71
WELLS SUBTOTAL:	3.67
WAI. C&C TUNNEL	1.40
WAI. PLANT. TUNNELS	0.21
GRAVITY SUBTOTAL:	1.61
WAIANAE SUBTOTAL:	5.28

**NONPOTABLE**

NONPOTABLE	MGD
KALAUAO SPRINGS	0.44
BARBERS POINT WELL	1.34
GLOVER TUNNEL NP	0.29
NONPOTABLE TOTAL:	2.07

**RECYCLED WATER (MAY 2021)**

RECYCLED WATER	MGD
HONOULIULI WRF R-1	7.56
HONOULIULI WRF RO	1.22
RECYCLED WATER TOTAL:	8.78

**PRODUCTION, HEAD AND RAINFALL REPORT  
MONTH OF JUNE 2021**

**PRODUCTION SUMMARIES**

TOTAL WATER	MGD
PUMPAGE	141.26
GRAVITY	8.71
POTABLE TOTAL:	149.97
NONPOTABLE	2.07
RECYCLED WATER	8.78
TOTAL WATER:	160.82

CWRM PERMITTED USE AND BWS ASSESSED YIELDS FOR BWS POTABLE SOURCES				
WATER USE DISTRICTS		A	B	C
		PERMITTED USE/ BWS YLDS	JUN 2021	DIFF. A-B
1	HONOLULU	82.93	66.91	16.02
2	WINDWARD	25.02	14.27	10.75
3	NORTH SHORE	4.70	4.16	0.54
4	MILILANI	7.53	5.09	2.44
5	WAHIAWA	4.27	3.25	1.02
6	PEARL CITY-HALAWA	12.25	9.08	3.17
7	WAIPAHU-EWA	50.63	37.44	13.19
8	WAIANAE	4.34	3.67	0.67
TOTAL:		191.67	143.86	47.81

CWRM PERMITTED USE FOR BWS NONPOTABLE SOURCES				
WATER USE DISTRICTS		A	B	C
		PERMITTED USE	JUN 2021	DIFF. A-B
7	WAIPAHU-EWA (BARBERS POINT WELL)	1.00	1.34	-0.34
TOTAL:		1.00	1.34	-0.34

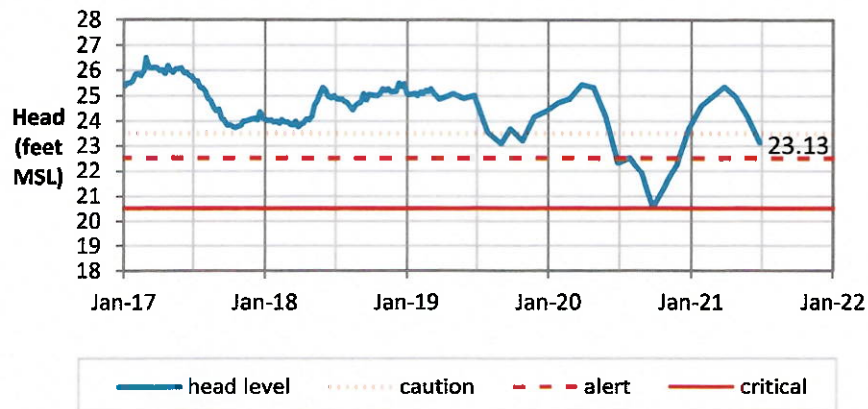
**EFFECTIVE WATER DEMAND PER DISTRICT**

IMPORT/EXPORT BETWEEN WATER USE DISTRICTS			
FROM	TO		MGD
2	1	WINDWARD EXPORT	0.58
7	8	BARBERS PT LB	5.89

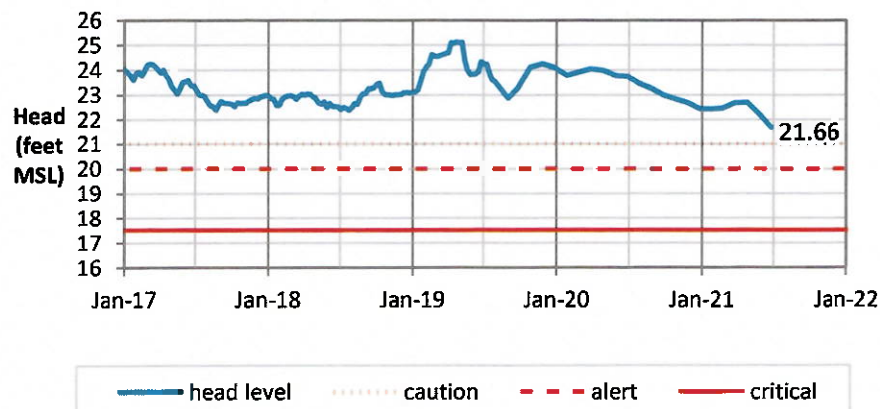
WATER USE DISTRICTS		SUBTOTAL	IMPORT	EXPORT	EFFECTIVE WATER DEMAND
1	HONOLULU	66.91	0.58	-	67.49
2	WINDWARD	14.27	-	0.58	13.69
3	NORTH SHORE	4.16	-	-	4.16
4	MILILANI	5.09	-	-	5.09
5	WAHIAWA	3.25	-	-	3.25
6	PEARL CITY-HALAWA	9.08	-	-	9.08
7	WAIPAHU-EWA	37.44	-	5.89	31.54
8	WAIANAE	3.67	5.89	-	9.57
TOTAL:		143.86	6.47	6.47	143.86

# Head Report

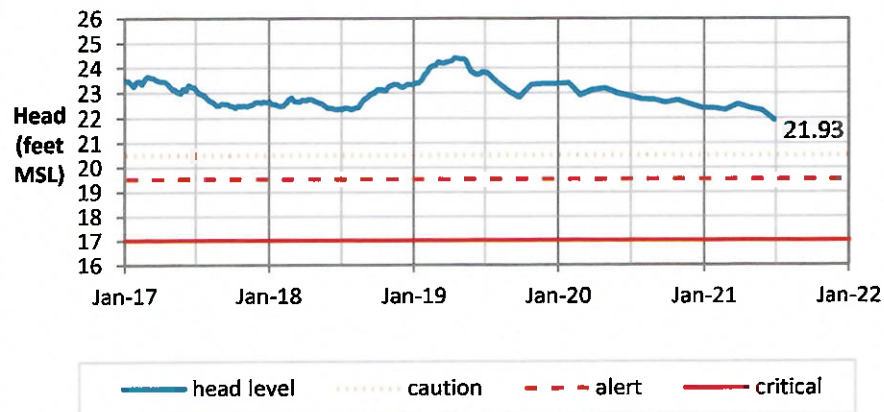
## Kaimuki 07/01/21



## Beretania 07/08/21



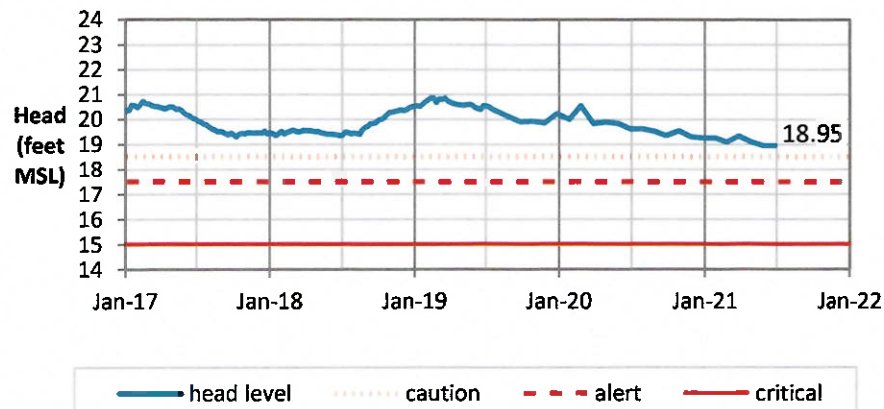
## Kalihi 07/01/21





## Head Report

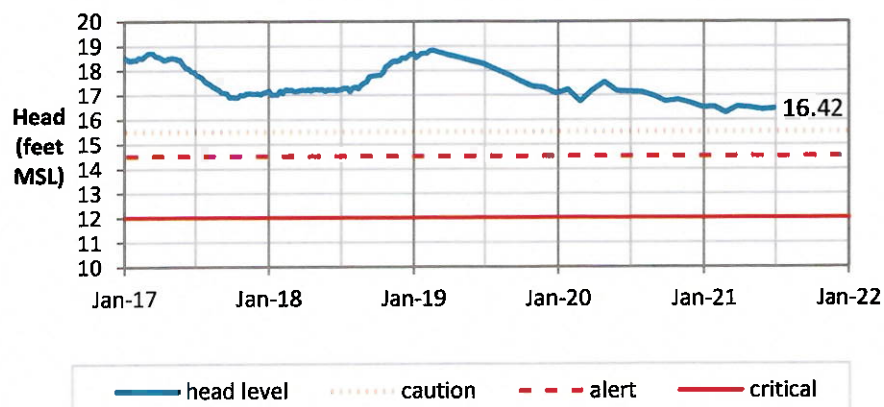
### Moanalua 07/01/21



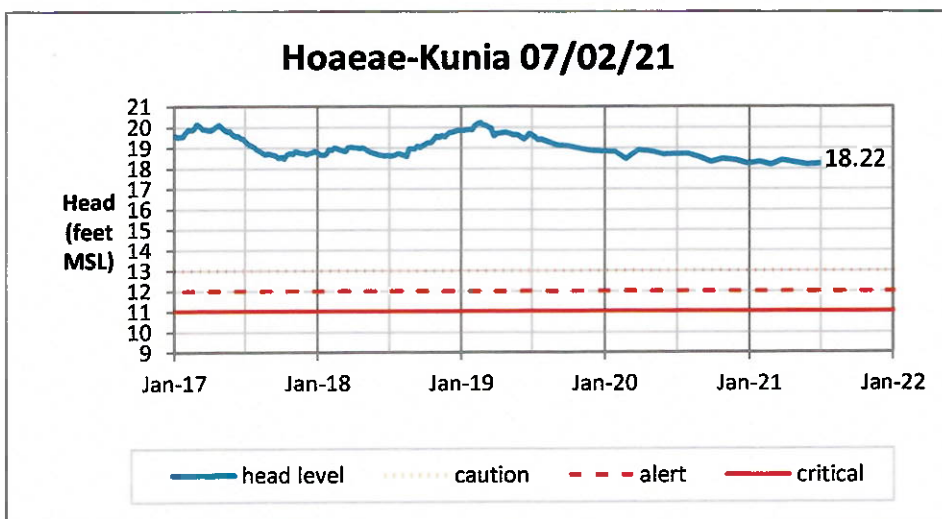
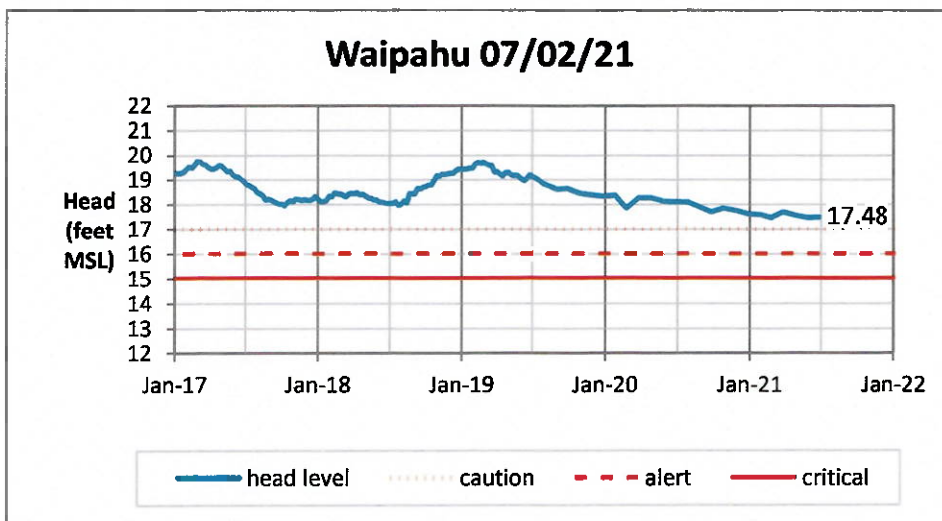
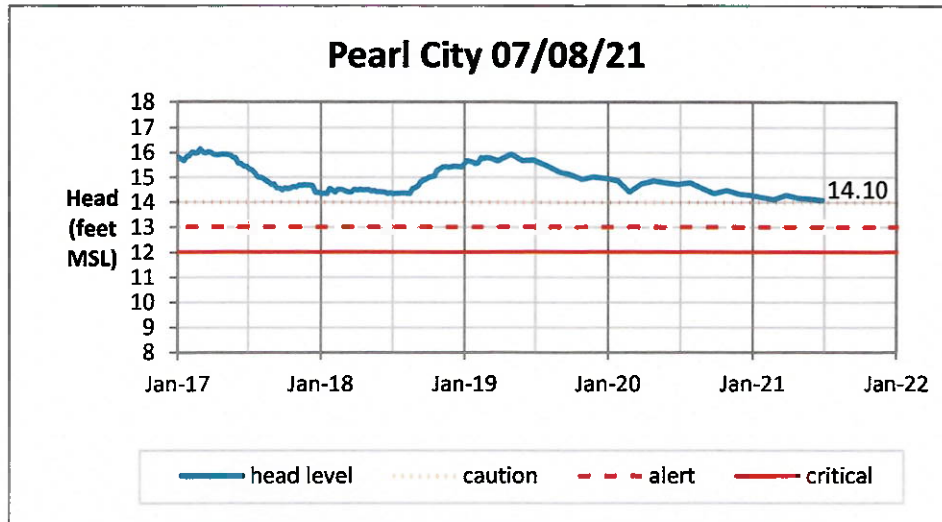
### Halawa 07/08/21



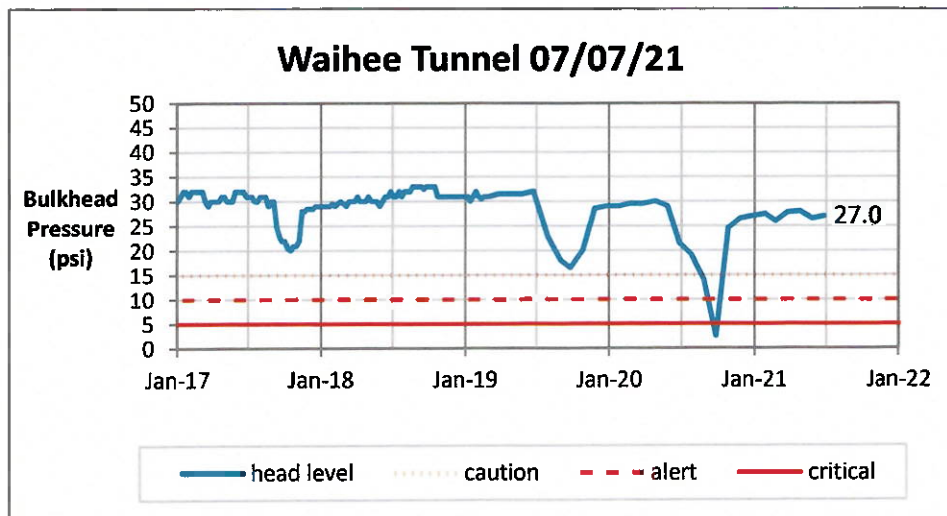
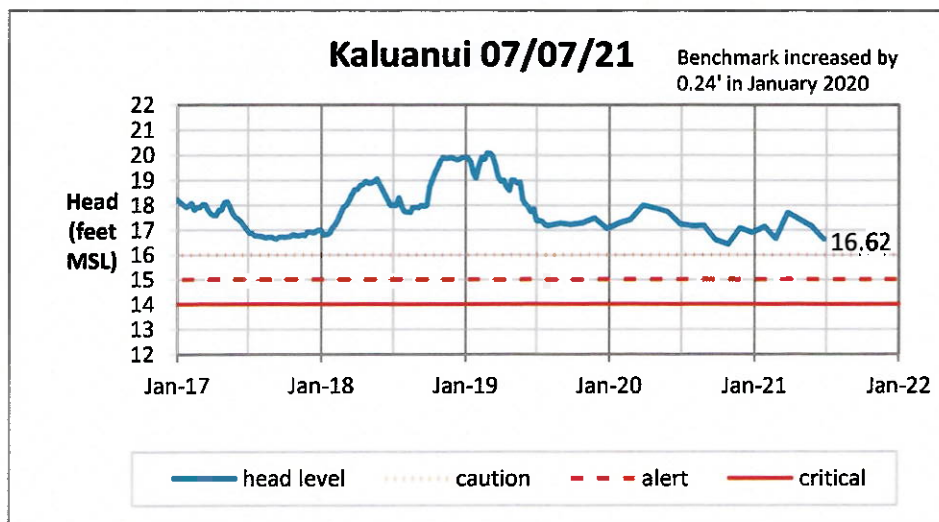
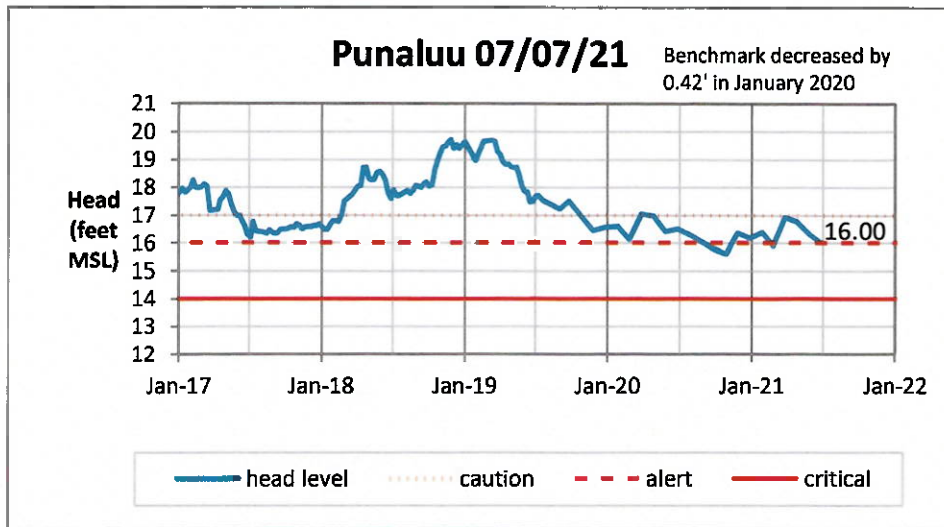
### Kalauao 07/07/21



## Head Report

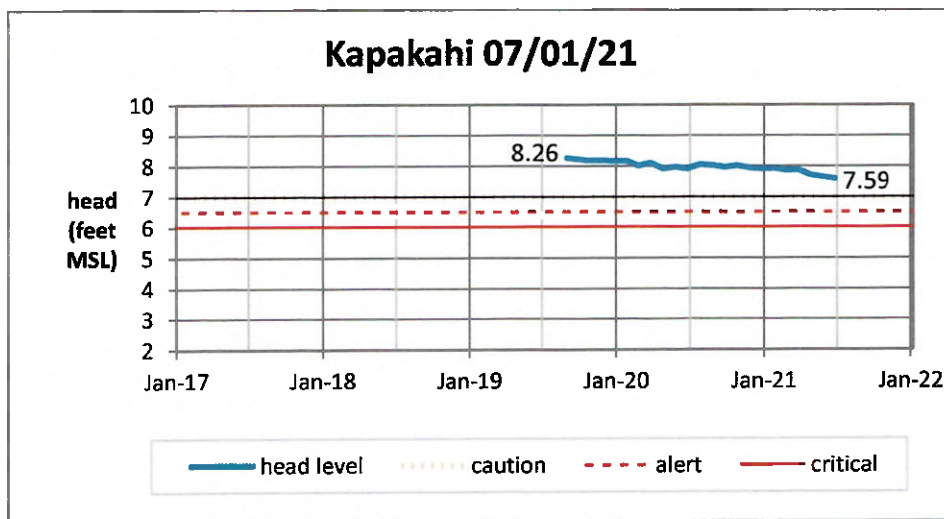
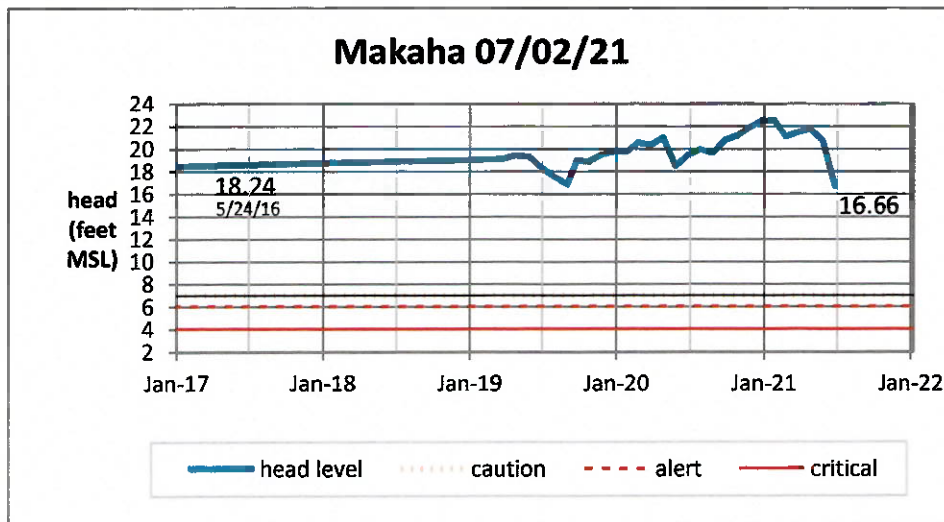
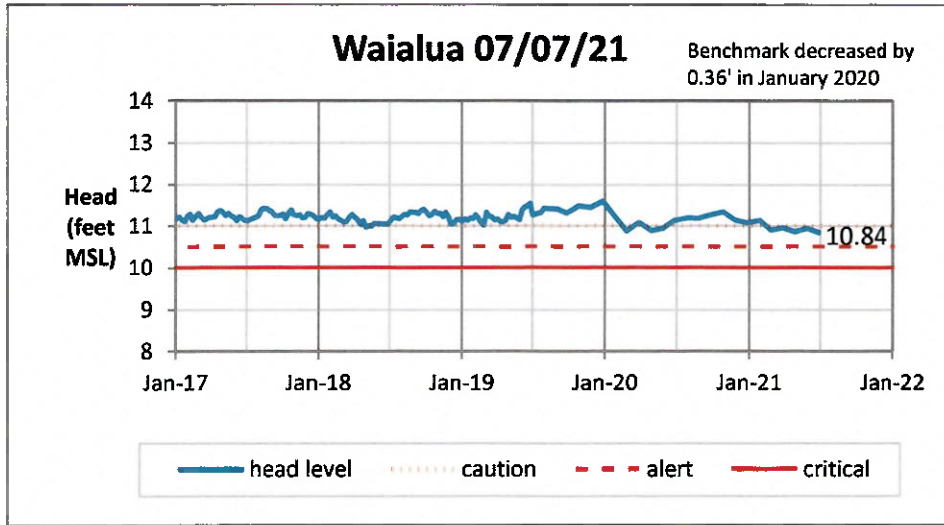


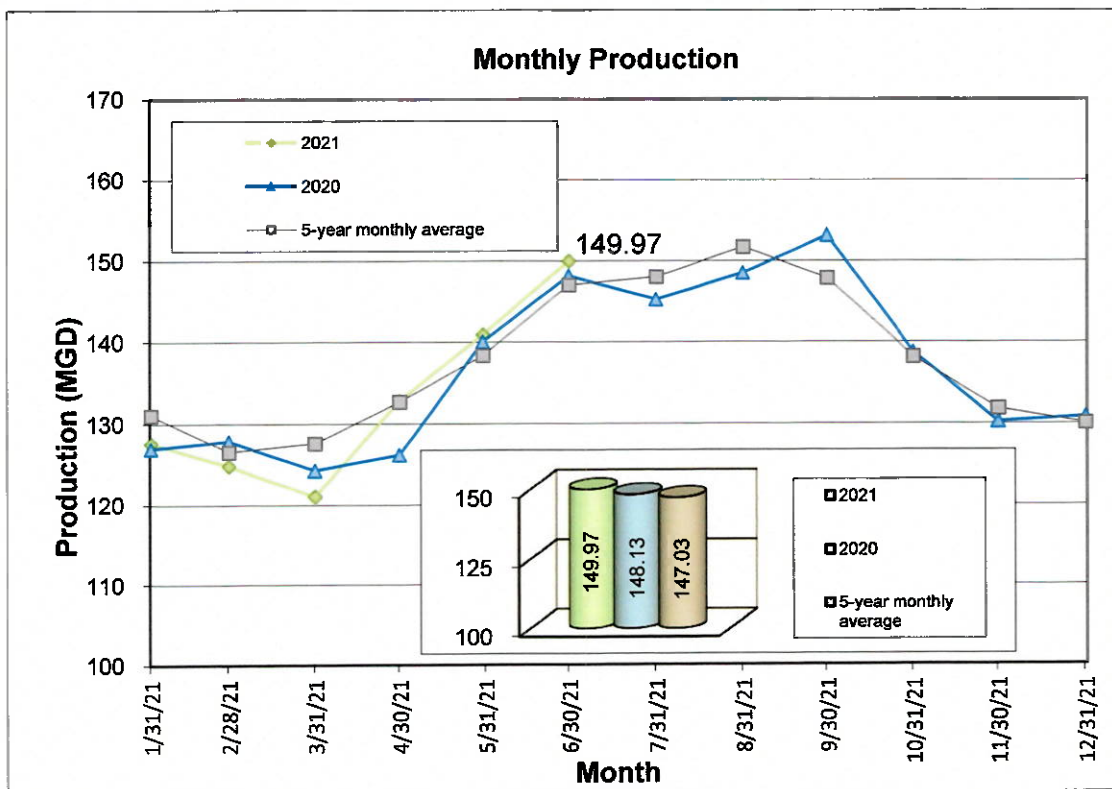
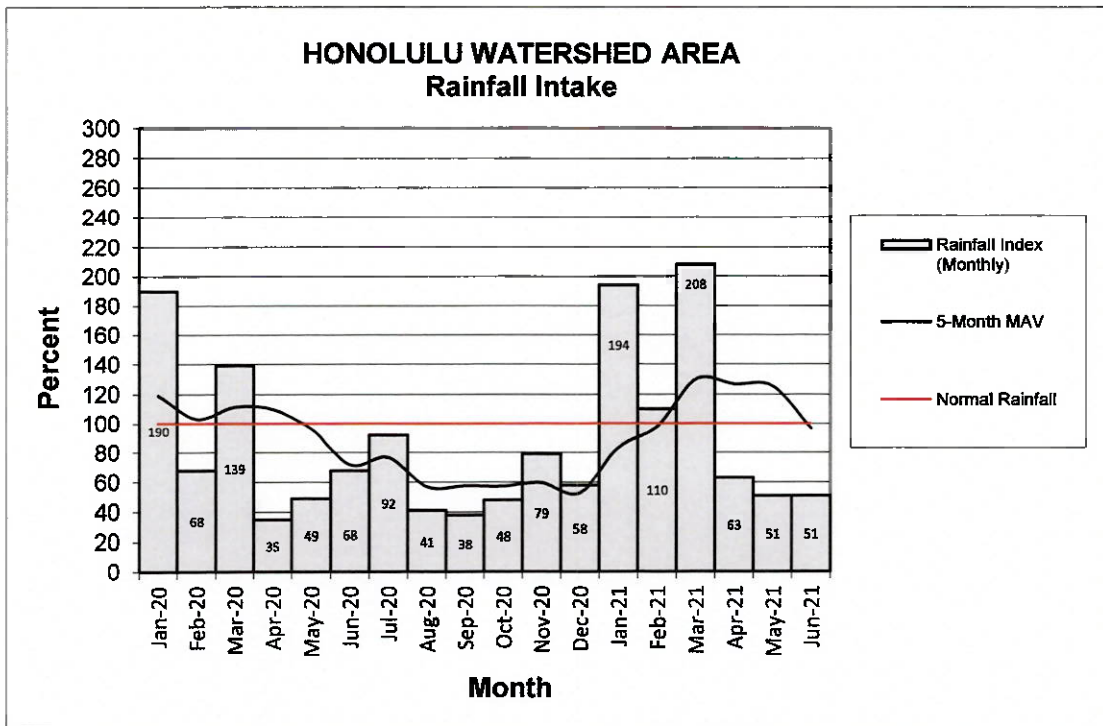
## Head Report





## Head Report





**ITEM FOR INFORMATION NO. 9**

**"July 26, 2021**

**WATER MAIN  
REPAIR  
REPORT FOR  
JUNE 2021**

**Chair and Members  
Board of Water Supply  
City and County of Honolulu  
Honolulu, Hawaii 96843**

**Chair and Members:**

**Subject:      Water Main Repair Report for June 2021**

**Jason Nikaido, Acting Program Administrator, Field Operations Division,  
will report on water main repair work for the month of June 2021.**

**Respectfully submitted,**

**/s/      ERNEST Y. W. LAU, P.E  
Manager and Chief Engineer**

**Attachment"**

**The foregoing was for information only.**

**DISCUSSION:**

**Jason Nikaido, Acting Program Administrator, Field Operations Division,  
gave the report.**

**Since there were no questions on the Water Main Repair Report Mr.  
Nikaido shared a short presentation to give an update on the 42-inch main  
break at the westbound Fort Shafter on-ramp.**

**Mr. Nikaido stated on Friday, June 18, 2021, the BWS reported the United  
States (U.S.) Army Corps of Engineers struck a 42-inch main while drilling  
for a new sewer line. By June 27, 2021, the water main was completely  
repaired. On June 30, 2021, the water main was being flushed and  
disinfected, then put back into service. Three weeks after the main break  
on July 8, 2021, the affected lane was repaved and all freeway lanes were  
open to the public for use again.**

**Mr. Nikaido shared photos of the damaged pipe, the equipment, and  
materials that were used to repair the main, the depth and location of  
where the main was located, and how it affected the freeway.**

**Board Member Sword inquired about who would be responsible to pay for  
the bills to repair the damages caused.**

**Mr. Nikaido responded that the Finance Division was working on tallying all  
of the expenses.**



Manager Lau mentioned that the original pipeline was installed in the 1940s before the freeway was built, therefore pipelines and drains had to be relocated and deepened to allow the freeway to be built.

Manager Lau recognized Mr. Nikaido for his great leadership and his team. He expressed his appreciation to the Field Operations Division, Communications Office, Water System Operations Division, Water Quality Division, and Capital Projects Division for working together to repair the water main break. Manager Lau recognized Board Member Butay, Director, State of Hawaii Department of Transportation (HDOT) whose team, Ed Sniffen, Ryan Nakata, and Shelly Kunishige helped coordinate and supported the BWS complete the repair. He also recognized the C&C Department of Transportation Services (DTS) for their support and coordination. The teamwork with the BWS, State, and Army demonstrated helped complete repair this challenging main break.

Mr. Nikaido gave praise and credit to his staff for all the hard work that was done to complete the job.

Manager Lau also gave credit to Mr. Michael Fuke who had retired as of July.

Board Member Soon stated he understands that by using Utilis the BWS has been able to detect 500 leaks and 343 main breaks have been repaired throughout the year. He inquired if the BWS anticipates the number of main breaks to lessen.

Mr. Nikaido replied as more leaks are repaired and the water main replacement program moves forward the number of water main breaks should go down.

Board Member Sword asked with the use of Utilis and the BWS working diligently there would be fewer breaks.

Manager Lau and Mr. Nikaido responded that they were optimistic.

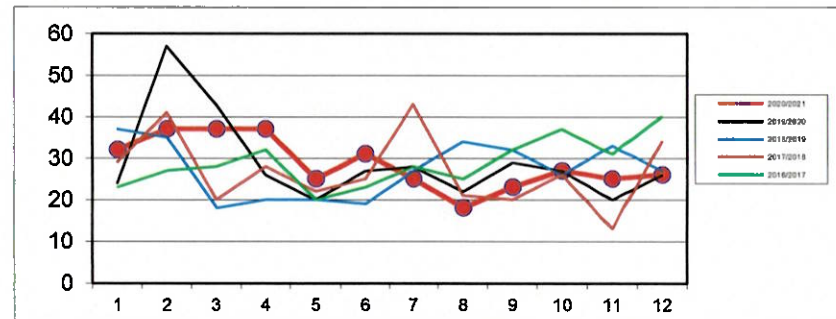
Vice Chair Kapua Sproat asked if there was any further discussion or comments. Since there was no further discussion or comments, Vice Chair Sproat expressed her appreciation for the excellent work and update to the board on the 42-inch main break. She commented that it is really helpful to discuss issues that concern the community together.

# WATER MAIN REPAIR REPORT

for June 2021

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Total
2020/2021	32	37	37	37	25	31	25	18	23	27	25	26	343
2019/2020	24	57	43	26	20	27	28	22	29	27	20	26	349
2018/2019	37	35	18	20	20	19	27	34	32	26	33	27	328
2017/2018	29	41	20	28	22	25	43	21	20	26	13	34	322
2016/2017	23	27	28	32	20	23	28	25	32	37	31	40	346

Date	Address	Size (In)	Pipe Type
6/2/2021	87-121 Hookele St, Waianae	6	CI
6/2/2021	45-326 Grote Rd, Kaneohe	6	CI
6/4/2021	599 Keolu Dr, Kailua	12	CI
6/4/2021	45-850 Keneke St, Kaneohe	8	CI
6/5/2021	1522 Monte St, Honolulu	4	DI
6/8/2021	2228 Apaakuma St, Pearl City	8	CI
6/8/2021	98-810 Moanalua Rd, Aiea	36	CC
6/9/2021	2425 Holomua Pl, Honolulu	4	CI
6/12/2021	826 Alahaki St, Kailua	12	PVC
6/14/2021	66-1140 Kaukonahua Rd, Wahiawa	12	PVC
6/15/2021	17 Aikahi Loop, Kailua	12	AC
6/16/2021	761 Kamehameha Hwy, Kaaawa	6	CI
6/16/2021	455 Kauhane St, Honolulu	6	CI
6/17/2021	91-1403 Farrington Hwy, Ewa Beach	36	CC
6/17/2021	150 S Cane St, Wahiawa	6	CI
6/18/2021	Moanalua Fwy W, Honolulu	42	CC
6/18/2021	2502 Henry St, Honolulu	6	CI
6/20/2021	905 Ahua St, Honolulu	12	CI
6/23/2021	99-1284 Aiea Heights Dr, Aiea	6	CI
6/23/2021	812 Kauai St, Honolulu	4	CI
6/23/2021	231 Auwailimu St, Honolulu	6	CI
6/24/2021	94-229 Kipou St, Waipahu	4	CI
6/27/2021	730 Wilikina Dr, Wahiawa	8	CI
6/27/2021	2274 Amokemoke St, Pearl City	8	CI
6/29/2021	955 Ala Kapua St, Honolulu	8	CI
6/30/2021	1015 Wilder Ave, Honolulu	4	CI



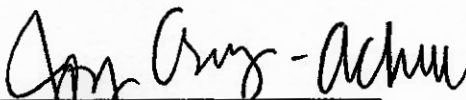
15 miles of pipeline were surveyed by the Leak Detection Team in the month of June.

**MOTION TO  
ADJOURN**


There being no further business Vice Chair Sproat at 4:20 PM called for a motion to adjourn the Regular Session. Max Sword so moved; seconded by Ray Soon and unanimously carried.

The minutes of the Regular Meeting held on July 26, 2021 are respectfully submitted,

THE MINUTES OF THE REGULAR SESSION BOARD MEETING ON JULY 26, 2021 WERE APPROVED AT THE AUGUST 23, 2021 BOARD MEETING			
	AYE	NO	COMMENT
BRYAN P. ANDAYA	X		
KAPUA SPROAT	X		
RAY C. SOON			ABSENT
MAX J. SWORD			ABSENT
NA'ALEHU ANTHONY	X		
JADE T. BUTAY	X		
ROGER BABCOCK JR.			ABSENT

  
JOY CRUZ-ACHIU

APPROVED:

  
BRYAN P. ANDAYA  
Chair of the Board  
**AUG 23 2021**

Date