

MINUTES

WORKSHOP MEETING OF THE BOARD OF WATER SUPPLY

May 11, 2020

At 2:00 PM on May 11, 2020, in the Board Room of the Public Service Building at 630 South Beretania Street, Honolulu, Hawaii, Board Chair Andaya called to order the Workshop Meeting to Discuss the Proposed FY 2020-2021 Operating and Capital Improvement Program Budget.

Present: Bryan P. Andaya, Board Chair
Kapua Sproat, Vice Chair *via WebEx*
Kay C. Matsui *via WebEx*
Ray C. Soon
Max J. Sword
Jade T. Butay *via WebEx*
Ross S. Sasamura *via WebEx*

Also Present: Ernest Lau, Manager and Chief Engineer
Ellen Kitamura, Deputy Manager and Chief Engineer
via WebEx
Raelynn Nakabayashi
Michele Thomas *via WebEx*
Jason Takaki
Joe Cooper *via WebEx*
Kathleen Elliott-Pahinui *via WebEx*
Barry Usagawa *via WebEx*
Erwin Kawata *via WebEx*
Mike Matsuo *via WebEx*
Mike Fuke *via WebEx*
Jennifer Elflein *via WebEx*
Henderson Nuuhiwa *via WebEx*
Kevin Ihu *via WebEx*
Deanna Thyssen, Board Secretary
Steven Nordstrom, Information Specialist II,
Communications

Others Present: Jeff Lau, Deputy Corporation Counsel
via conference call
Moana A. Yost, Deputy Corporation Counsel
via conference call

Absent:

ITEM FOR INFORMATION NO. 1

Chair Bryan Andaya announced that there is only one item on the Agenda for May 11, 2020, Budget Workshop on the Proposed Fiscal Year 2020-2021 Operating and Capital Improvement Program Budget for the Board of Water Supply.

Manager Ernest Lau introduced Raelynn Nakabayashi, Executive Assistant, Executive Support Office, to give the presentation.

Moana Yost, Deputy Corporation Counsel, asked that Chair Andaya take a roll call of the Board Members that are present.

Chair Andaya requested that each Board Member respond verbally and say "aye" when their name is called. Vice Chair Kapua Sproat, aye; Member Kay Matsui, aye; Member Ray Soon, aye; Member Max Sword, aye; Member Ross Sasamura, aye; and Member Jade Butay, aye. Chair Andaya thanked the Board Members for being here today.

Manager Lau verified that Jeff Lau, Deputy Corporation Counsel, is joining via conference call. Also joining via WebEx, is Ellen Kitamura, Deputy Manager, and all the Program Administrators and Staff Officers for the Board of Water Supply.

Chair Andaya reminded the public that the phone lines are open for anyone who would like to call in with a testimony.

Ms. Rae Nakabayashi started the presentation with a brief overview of the Fiscal Year 2021 Operating and Capital Improvement Program (CIP) budget and to allow the Board as well the Board of Water Supply (BWS) staff the opportunity to ask in-depth questions on the proposed budget. Responses to any outstanding questions from today's workshop will be provided at the next board meeting, scheduled for May 26, 2020.

Ms. Nakabayashi indicated that the proposed budget is in alignment with the Board's priorities and Department's plans. The proposed Operating budget also carefully considered the unprecedented economic situation due to the COVID-19 pandemic. The CIP budget aligns with the goals developed in the BWS 30-Year Water Master Plan and Long Range Financial Plan.

Ms. Nakabayashi continued through the presentation of the Operating budget highlighting changes in the Operating and CIP budget from previous fiscal years, proposed Operating fund expenditures, and anticipated revenues projections.

Board Member Max Sword inquired about the number of vacant positions.

Ms. Nakabayashi responded that there are currently 185 positions that we need to fill, and some are back-filled by personal services contracts. Other positions are pending recruitment and are funded based on anticipated employment dates.

Ms. Nakabayashi concluded the presentation on the Operating Budget for Fiscal Year 2021 and introduced Jason Takaki, Program Administrator, Capital Projects Division, to present the Capital Improvements Program (CIP) Budget. Before moving onto the CIP budget presentation, Manager Lau inquired if there were any questions for Ms. Nakabayashi regarding the Operating budget.

Board Member Soon asked about the waivers for affordable and homeless housing projects and if funds were included in the budget for the continuation of the program.

Ms. Nakabayashi responded that the cost of the waivers is not shown as a budget item.

Manager Lau added that this project is in the adopted rate schedule and will continue until the rate schedule has ended. Manager Lau also confirmed that the program would be continuing. The program is based on 500 dwelling units, which will be either affordable housing or homeless dwelling units per year. This program will waive the costs for the meter, meter connections, and the collection of impact fees; the water system facilities charge.

Board Member Soon asked what has been the contribution to the program?

Ms. Nakabayashi responded these fees do not get represented in the budget as they are not collected. There is no reimbursement to the Operating fund because the funds are waived. In Fiscal Year 2019, the lost fees were \$103,000, and the actual expenditures coming out of the operating funds with no reimbursement were approximately \$55,000. For Fiscal Year 2020 to date, \$489,000 were in lost fees. The expenditures from the Operating fund were about \$56,000-\$57,000. To date, for this Fiscal Year, 302 waivers were issued.

Board Member Max Sword indicated that there is a cost for this program and wanted clarification on why this program is not reflected in the budget.

Ms. Nakabayashi clarified the expenditures that come out of the Operating fund would not be recovered. The revenue that goes into the Special Expendable fund is not captured because it is waived.

Board Member Sword expressed his concern about paying for this program and commented that there should be a way to account for the lost cost in the budget.

Manager Lau mentioned that the largest impact is the lost opportunity to collect Water System Facilities Charges (WSFC). There is no actual annual cost, and we collect less revenue and impact fees, the BWS currently absorbs the meter and installation costs.

Board Member Soon asked if BWS approved 480 dwelling units for either affordable or homeless projects.

Manager Lau confirmed that the current count is 480 dwelling units.

Board Member Soon asked if the BWS would be coming back to the Board and asking for approval for more dwelling units, or will it stop at 500.

Manager Lau responded that the Board gave the BWS the authority to waive up to 500 dwelling units per fiscal year, however if a project exceeds the cap, the Manager has the discretion to increase the limit beyond 500 dwelling units. BWS has approved 480 dwelling units to date. For Fiscal Year 2020, we have issued 302 waivers, and we have 198 left until the BWS has reached its annual cap.

Manager Lau stated since Fiscal Year 2019, the amount of qualified dwelling units has been gradually increasing and foresees an upward trend for years to come.

Board Member Sword commented that it is the Board's duty to make sure that the funds are not depleted. With the program growing each year, is there a timeframe that it will end?

Manager Lau responded that the estimated timeframe would be in Fiscal Year 2023.

Chair Andaya suggested that a line item be added after the revenues to reflect the funds used for this program.

Manager Lau stated there is a footnote in the proposed budget that indicates the costs to show the activity of the fund.

Ms. Nakabayashi added that previously the estimated cost was shown in the budget book as a transfer from the Operating Fund to the Special Expendable Fund, however, it was determined that this might not be the appropriate mechanism to account for the cost. Ms. Nakabayashi mentioned that the costs would be placed in a footnote in the budget book. Also, the expansion projects are within the budget resources of the Special Expendable fund. Ms. Nakabayashi clarified that the Operating fund is not absorbing the expansion programs.

Board Member Sword agreed with Chair Andaya that the budget should show how the ratepayer's money is being allocated.

Manager Lau indicated that based on the concerns raised by the Board Members, he would have internal discussions with staff to account for the cost of the waivers.

Board Member Soon commented that when this program first started, there were estimates that significantly more than 500 dwelling units would qualify for the program. However, the current count is less than 500 dwelling units. Board Member Soon thanked the BWS for continuing to monitor this program.

Manager Lau mentioned that the BWS estimated the impact of about \$900,000, which would include fees and meter costs. To date, BWS hasn't reached that amount. However, the program is working and has received a lot of attention. The contractors understand that the program is on a first-come, first-serve basis when applying for the permit.

Board Member Soon inquired about the budget study to update of the Long Range Financial Plan to understand and adjust to the impacts of the COVID-19 pandemic and the cost of the budget study.

Ms. Nakabayashi responded that currently, there is a contract to update the Long-Range Financial Plan. The initial award is not to exceed \$300,000.

Manager Lau explained that this update to the existing Long Range Financial Plan will reflect the impact of the COVID-19 on our delinquencies, budget, and water usage. This situation may be continuing for an extended period. The BWS will have to analyze available data both on a short term and long term basis. The water meters are read once a month, and it will take time to obtain data on trends. We see a rise in delinquencies. Once we get the statistics, BWS would like to come back and share it with the Board.

Manager Lau shared that consistent with the Governor's proclamation, and the BWS has suspended disconnecting water service due to unpaid bills. The BWS will be working with affected ratepayers to develop payment plans for their water bill. BWS will submit revisions to the Long Range Financial Plan for approval by the Board.

Chair Andaya expressed that a study would help understand how the pandemic affects our ratepayers and water usage.

Chair Andaya asked if the federal stimulus money program affects the BWS?

Manager Lau explained that through the Cares Act, the City and County of Honolulu received funds, and it is up to their discretion on how the monies will benefit the community and government. Other potential stimulus programs, geared toward infrastructure, will be coming forth that will help our State.

Chair Andaya inquired about personnel decisions and if the BWS is in lockstep with the City?

Manager Lau responded that we are in lockstep. However, we have implemented some differences to protect our workforce. One of the policies that we implemented is the sick leave policy. We do not want an employee to come to work if they are ill or experiencing any symptoms of COVID-19.

Chair Andaya asked if there has been a freeze on hiring or furloughs?

Manager Lau, currently, we are not experiencing either one of the two.

Manager Lau shared that in looking at the proposed Fiscal Year 2021 compared to Fiscal Year 2020, this year's budget increases only slightly. Due to the pandemic, BWS divisions were asked to cut their budget requests by 15%, resulting in a budget just slightly higher than Fiscal Year 2020. Fiscal Year 2021 reflects a much more conservative budget.

Chair Andaya confirmed that the BWS is budgeting for 700 full-time equivalents (FTE) positions.

Ms. Nakabayashi clarified it is 741 full-time equivalent (FTE) positions.

Chair Andaya asked for how long will the positions be partially funded?

Manager Lau responded that not all 741 FTE are funded for an entire fiscal year. The number is the authorized count. The BWS has tried to be realistic when positions are filled within the fiscal year. Should the Department determine that a position may not be filled within that fiscal year, a single dollar was budgeted as a placeholder to keep the position in budget. Also, if the position seemed like it would not be filled until the fourth quarter, we only budgeted enough funds for one quarter.

Board Member Soon asked what portion of the BWS employees are not working?

Manager Lau commented that there were some of the staff on administrative leave. When the stay at home order came down from the Mayor's office, some people were sent home. Currently, all employees were requested to return to work.

Ms. Nakabayashi stated that while all BWS employees are back at work, some employees are teleworking. The Department of Homeland Security (DHS) listed water as critical infrastructure, and thus the BWS needs to continue to perform its full functions while implementing safety mitigation measures.

Manager Lau explained that there are about 141 employees that are teleworking. All positions at the BWS are significant to the community and provides essential service.

Board Member Max Sword asked with the 185 vacant positions, what is the strategy in filling those positions? With all the retirements, there will be more vacant positions.

Manager Lau asked Michele Thomas, Executive Assistant, Human Resource Office, to answer the question.

Ms. Thomas responded there had been a rise in retirements over the last few weeks. Which is understandable, as those who are eligible for retirement may be part of the most vulnerable groups in this pandemic and are considering their current situations to determine whether or not they should continue to be in the workplace. The BWS is looking for innovative ways to capitalize on the fact that there may be quite a few people looking for jobs right now to fill our positions. BWS has been creative and conducting virtual interviews and creating different avenues to facilitate recruitment. The vacancies are in various stages of the recruitment and classification process. Some are being revised so that the positions will fit in with our particular operations. Some positions are difficult to recruit due to the positions being specialized and their specific qualifications.

Manager Lau asked how many positions out of the 185 have no action attached to it.

Ms. Thomas responded that there are about 30 positions that currently have no action.

Board Member Jade Butay observed that the decrease in revenues is only half of a percent taking into consideration the hotels, restaurants are closed down.

Ms. Nakabayashi commented that we expect a decrease in revenue of the potable water sales in the last quarter of this fiscal year and likely into the first and second quarters of Fiscal Year 2021. Even though some establishments are closed, they require water to operate for health and sanitation, and we do not expect usage to drop to zero. There will be a gradual re-opening, which will increase water usage and revenues will recover. Additionally, the revenue projection factored in the rate increase on July 1, 2020.

Manager Lau expressed that should the revenue decrease, BWS will make changes and adjustments as needed.

Board Member Butay asked, does the budget take into account for ratepayers unable to pay their water bill?

Manager Lau replied that the ratepayer's water service would not be shut off. The water meter will continue to measure how much water has been used. The BWS will work with the ratepayer to set up payment arrangements to pay their bill.

Vice Chair Kapua Sproat inquired about the working capital budget. It appeared to be below the target and concerned that BWS has planned for it and will have sufficient supplies.

Manager Lau expressed concern about not having the targeted number of days but indicated should we be challenged with a hurricane we have Capital Improvement Project funds (CIP) funded by rate revenue that could be deferred. If we were to need more capital to operate after the disaster, we could defer the CIP projects and use that to money for operations.

Vice Chair Sproat asked how is BWS accounting for supplies such as hand sanitizers, masks, and whatever else is needed to keep our employees safe?

Ms. Nakabayashi responded that BWS currently purchased a large number of supplies out of the Fiscal Year 2020 budget. With the stay-at-home, work-at-home order in place, BWS has sufficient stock for our employees to continue to do their required work safely.

Manager Lau reported that the BWS lobby is currently closed and undergoing renovation. This will ensure the safety of the community and workers to exercise social distancing and taking all the precautions when entering the lobby. There are various signs posted that reminds everyone of the safety measures.

Vice Chair Sproat asked has the BWS addressed the equipment that is needed for an employee to work remotely. Such as upgrading equipment, a laptop that would be assigned to an employee. Is that built into the budget to purchase such equipment?

Manager Lau replied that BWS currently has approximately 30 laptops that have been assigned to staff to use while working remotely. An order has been placed for more laptops so that we have a sufficient amount of equipment for everyone that will work outside the office. This will help with the social distancing in the office as well.

Chair Andaya asked if the maintenance and security budget for Ha'iku Stairs is in the water resources budget?

Ms. Nakabayashi responded that it falls under the Executive Support Office (ESO) in the security section. Security falls under ESO, and there is an increase in other contractual services, which reflects the guard services at BWS and special duty police officers for locations such as Ha'iku Stairs.

Since there were no further questions on the Operating budget, Manager Lau introduced Mr. Jason Takaki, Program Administrator, Capital Projects Division, to present the proposed CIP budget.

Mr. Takaki shared the highlights of the Fiscal Year 2021 CIP budget. The proposed CIP budget supports the Department's vision and mission and is aligned with the BWS 30-Year Water Master Plan, Strategic Plan, the goals and objectives of the Divisions, and the long-range CIP.

Mr. Takaki reported that the proposed \$170 million CIP carefully balances the needs of the system in providing reliable water service and cost-effective management of assets and funding. The CIP is comprised of three project categories: Research and Development, Renewal and Replacement, and Capacity Expansion.

Mr. Takaki described the various funding sources that would be utilized for the projects – Operating funds, low interest loans from the Department of Health Safe Drinking Water State Revolving Fund (SRF), Special Expenditure fund, and Improvement Fund (bond funded projects). Each funding category identified designated amounts to be paid by federal stimulus funds. If the projects do not qualify or the stimulus funds are unavailable, the funds will revert back to the appropriate funding types.

Board Member Soon asked is it our goal to do 20 miles a year of pipe replacement.

Mr. Takaki responded our goal is to replace 21 miles per year until Fiscal Year 2028.

Board Member Soon mentioned the schedule projects 10 miles for next year; however, there are only 8 miles in design.

Mr. Takaki replied that it is all in the timing, and the projects are still on course as planned. With each project being different, the process is critical. It can be challenging to meet the scheduled plan; however, we are still on schedule to ramp up to 21 miles of pipe replacement.

Board Member Sword asked if there is a delay in design or construction because of the pandemic?

Mr. Takaki responded that the projects have not been put on hold or slowed down the construction. Water is an essential operation, and there have been no shortages of materials delivered. Projects are continuing and on schedule.

Board Member Sword asked if the Halawa Xeriscape Garden Improvement is a high priority project.

Manager Lau responded that it is an important project since it is an essential part of our education program.

Mr. Takaki added that the improvements are also accessibility upgrades for visitors to the garden.

Chair Andaya asked how much of the CIP is funded by bond revenue funds CIP?

Mr. Takaki replied that potentially \$7.3 million in bond revenue funds.

Board Member Soon asked if the proposed budget will come before the Board for adoption.

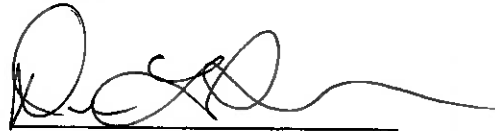
Manager Lau responded that we hope to hold a Public Hearing on the budget at the end of the month and that the Board will consider adopting the proposed budget during the Regular Meeting. The new fiscal year starts on July 1, 2020, and it is very important that the Board take action to adopt the budget for the next fiscal year.

Chair Andaya noted that no calls were received during the workshop to provide public testimony, and no written testimonies were submitted.

**MOTION TO
ADJOURN**

There being no further business, Chair Andaya at 3:25 PM called for a motion to adjourn the Workshop Meeting. Max Sword so moved; seconded by Ray Soon and unanimously carried.

Respectfully submitted,



DEANNA THYSSEN

APPROVED:



BRYAN P. ANDAYA
Chair of the Board

MAY 26 2020

Date

THE MINUTES OF THE BUDGET WORKSHOP BOARD MEETING ON MAY 11, 2020 WERE APPROVED AT THE MAY 26, 2020 BOARD MEETING			
	AYE	NO	COMMENT
BRYAN P. ANDAYA	X		
KAPUA SPROAT	X		
KAY C. MATSUI	X		
RAY C. SOON	X		
MAX J. SWORD	X		
ROSS S. SASAMURA	X		
JADE T. BUTAY	X		

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FY 2021 Budget Presentation

Board of Water Supply
May 11, 2020



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Board of Water Supply
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FY 2021 Operating Budget and Capital Improvement Program Budget





FY 2021 Operating and Capital Improvement Program Budget Summary

	FY 2020 – Adopted	FY 2021 – Proposed	\$ Change	% Change
Operating Budget	\$204,460,138	\$207,848,937	\$3,388,799	1.7%
Capital Improvement Program Budget	\$166,305,000	\$170,127,500	\$3,822,500	2.3%
Total	\$370,765,138	\$377,976,437	\$7,211,299	1.9%





FY 2021 Budget

- Operating Budget increases by \$3.5 million or 1.7% over FY 2020.
- Capital Improvement Program Budget increases by \$3.8 million or 2.3% over FY 2020.
- Consistent with the long-range financial plan, BWS intends to issue revenue bonds in the second half of FY 2021.
- The bond issue is anticipated to be \$72.9 million in the next fiscal year.





Operating Fund Revenue Expenditure Summary (millions of dollars)

	FY 2020	FY 2021	Change	
	Adopted	Proposed	\$ Mil.	%
Revenues	\$246.2	\$245.1	\$-1.1	-0.5%
Total Operating Expenditures	\$204.5	\$207.8	\$3.3	1.7%



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Operating Fund Resources and Expenditures

(millions of dollars)

	FY 2019	FY 2020	FY 2021
	Actual	Estimated Actual	Budget
Beginning Balance	\$ 87.7	\$ 51.8	\$ 49.9
Revenues	235.7	240.7	245.1
Lapses/ Adjustments	4.9	2.5	-
Total Resources	328.3	295.0	295.0
Operating Expenditures	169.4	177.8	207.8
Capital Improvement Program	107.1	67.3	63.6
Special Ex. Fund reimbursement (Affordable & Homeless Housing Waiver Program)		---	---
Total Expenditures	276.5	259.2	271.4
Ending Balance	\$ 51.8	\$ 49.9	\$ 23.6



Board Adopted Financial Policies

4.4.2 Debt Service Coverage – FY 21 **1.6x**

Per Board Resolution No. 873, 2017, the financial plan supports the BWS maintaining a minimum of 1.6x debt service coverage on total debt.

4.4.3 Working Capital – FY21 **41 Days**

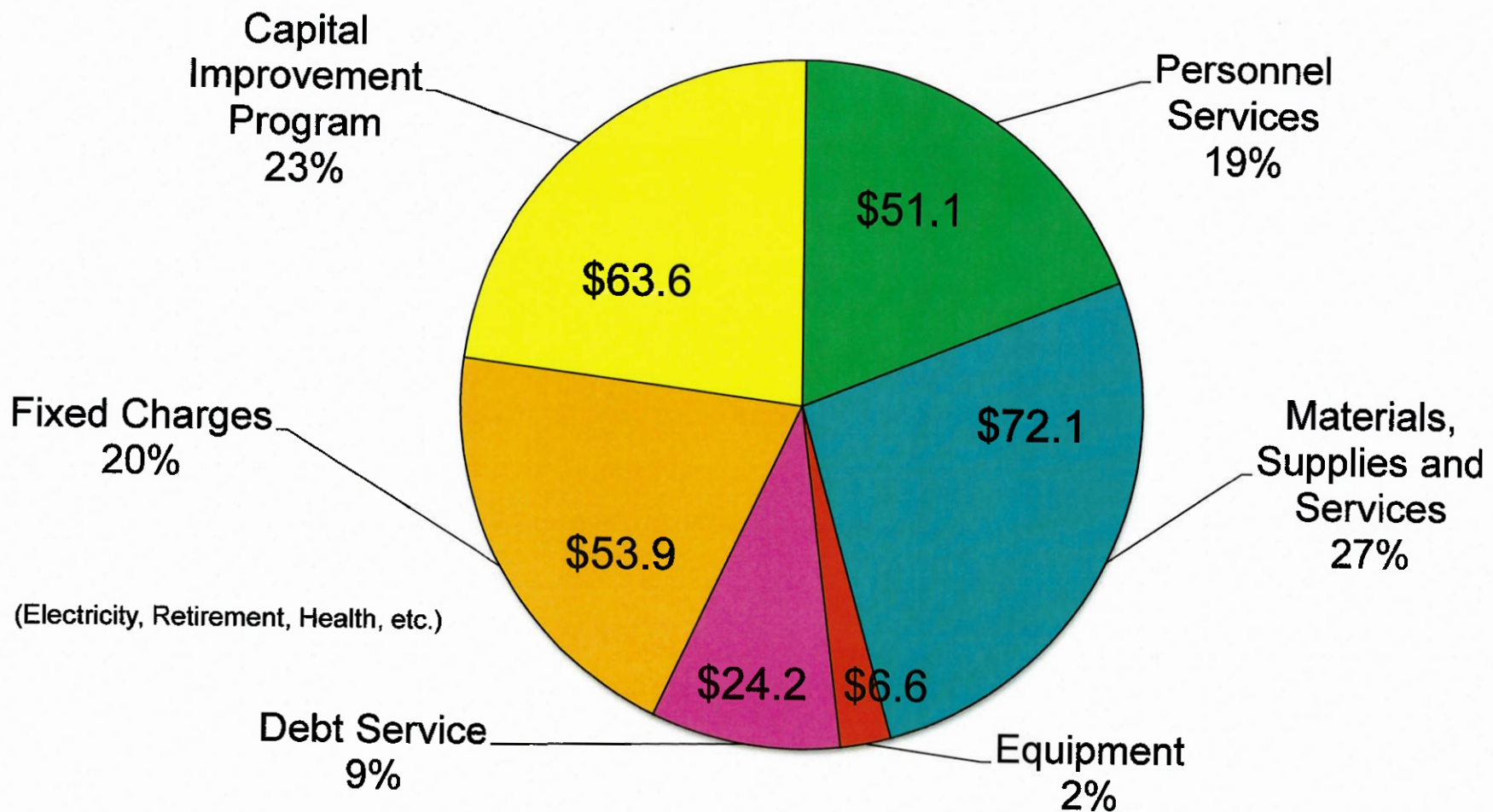
Revenue requirements include targeting 180 days of unencumbered working capital while never having less than 60 days.





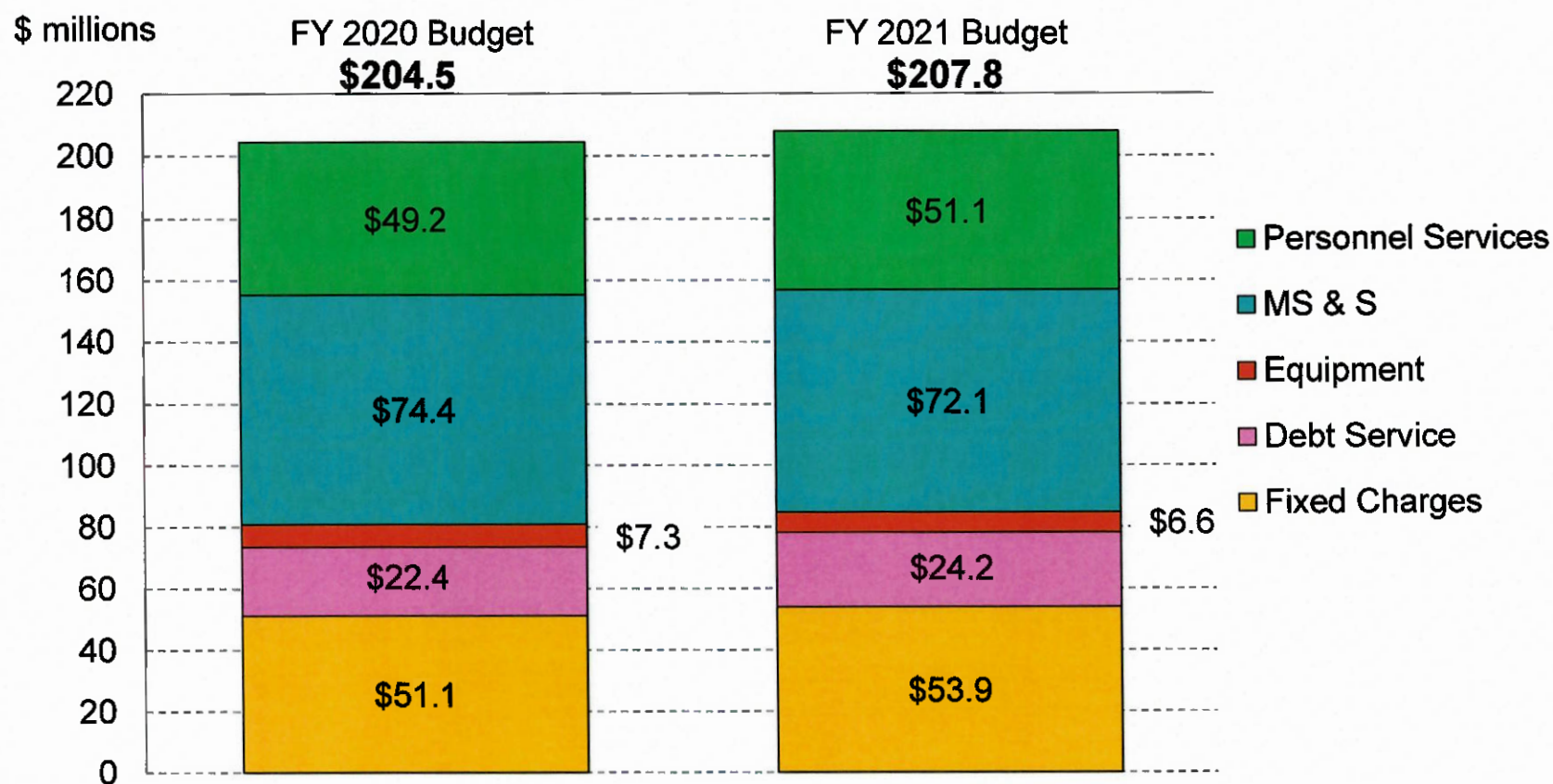
Operating Fund Expenditures for FY 2021

\$271.5 million





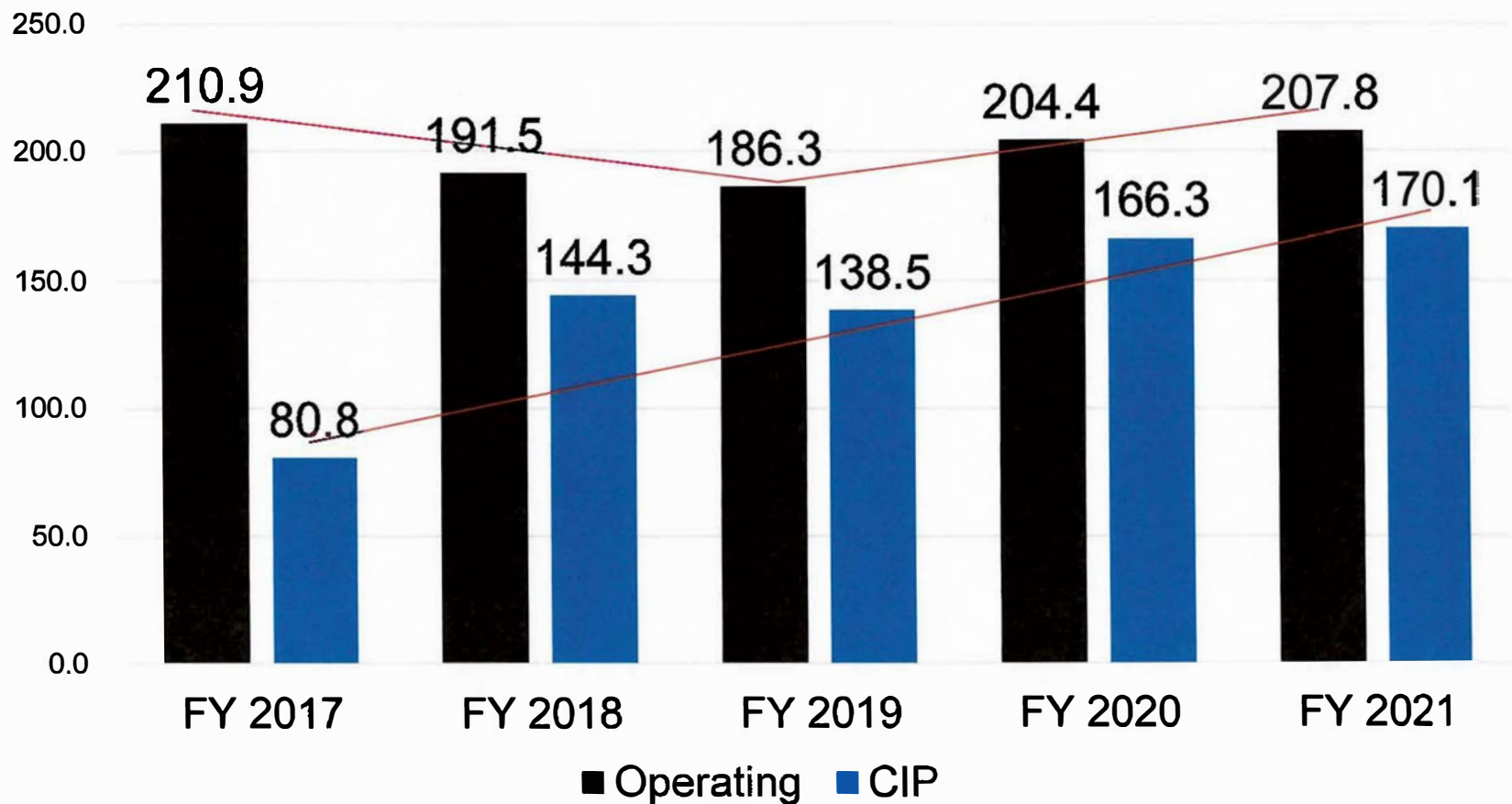
Operating Budget Expenditures Excluding CIP





Operating & CIP Budget

(millions of dollars)





Highlights of the Operating Budget

Operating Expenses:

Salaries

- No net increase in FTE. Remains at 741 FTE.
- \$1.8 million increase in salaries or +3.6%

Human Resources Initiatives:

- Optimize available staffing and create efficiencies through reorganization of functions
- Expand operational capacity through the leveraging of technology





Highlights of the Operating Budget

Operating Expenses (cont.):

Materials, Services & Supplies:

- **\$2.3 million decrease from the FY 2020 budget.**
 - Decreased funding for emergency and contracted road repairs (- \$1.7 million)
 - Less funding for AMR materials and supplies (- \$1.5 million)
 - Decreased funding for a drinking water system risk assessment study (- \$1.0 million)





Highlights of the Operating Budget

Operating Expenses (cont.):

Materials, Services & Supplies:

- And a reduction in funding for a document management system (- \$390 thousand).
- The decreases were offset by an increase in funding for sanitary survey inspection services of \$1 million and an increase of \$1.2 million for the Beretania Redevelopment Project.



Highlights of the Operating Budget

Operating Expenses (cont.):

Equipment

- \$682 thousand less for new and replacement vehicles.

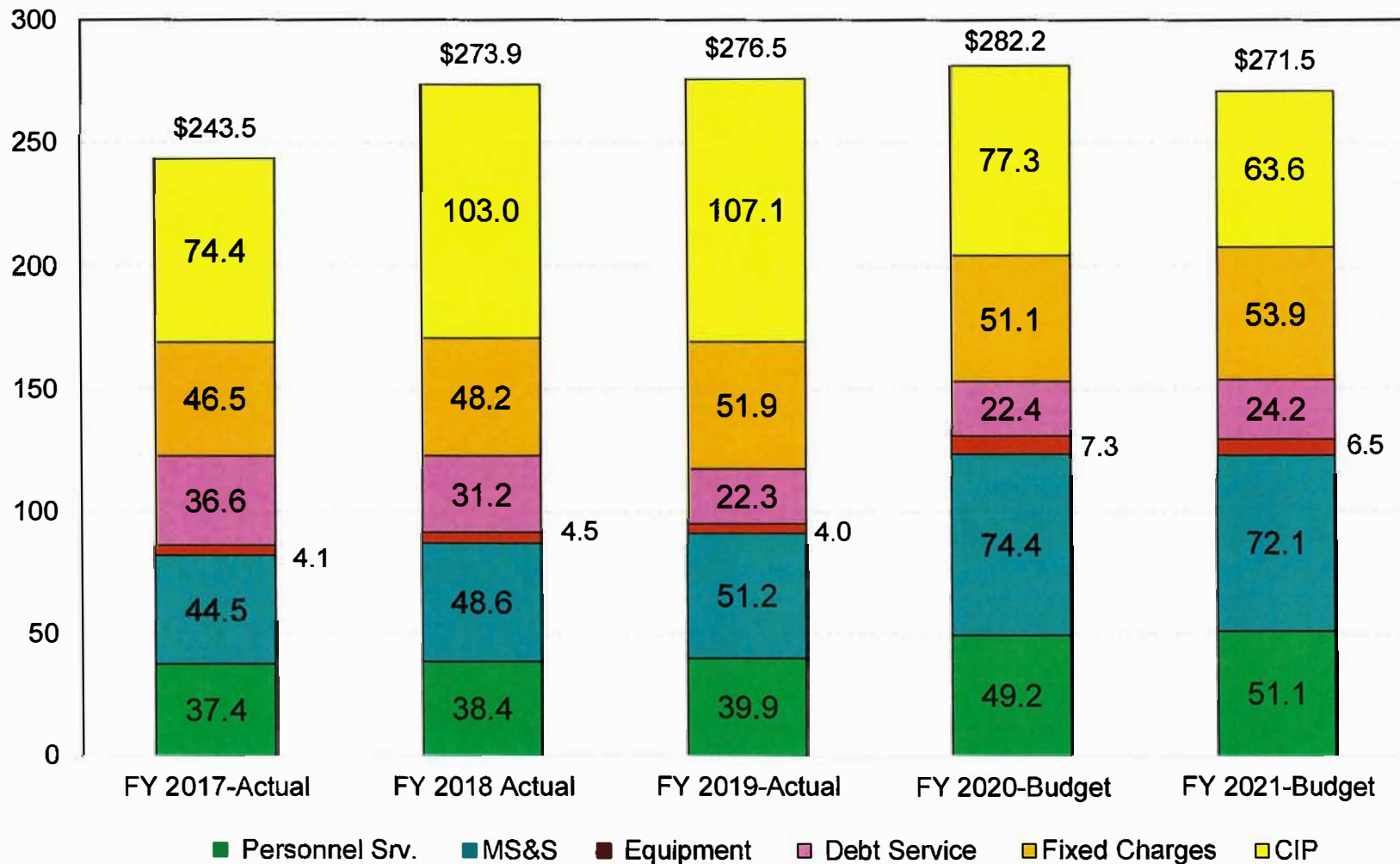
Fixed Charges

- \$725 thousand increase in EUTF and OPEB contributions
- \$2.0 million more for electricity expenses





Operating Fund Expenditures in millions



Revenues

- Total revenues are projected to be relatively flat as compared to FY 2020. Metered water sales are projected to have a slight decrease in FY 2021 (0.5%) due to the economic impact from the COVID 19 pandemic.
- Scheduled water rate increase in FY 2021



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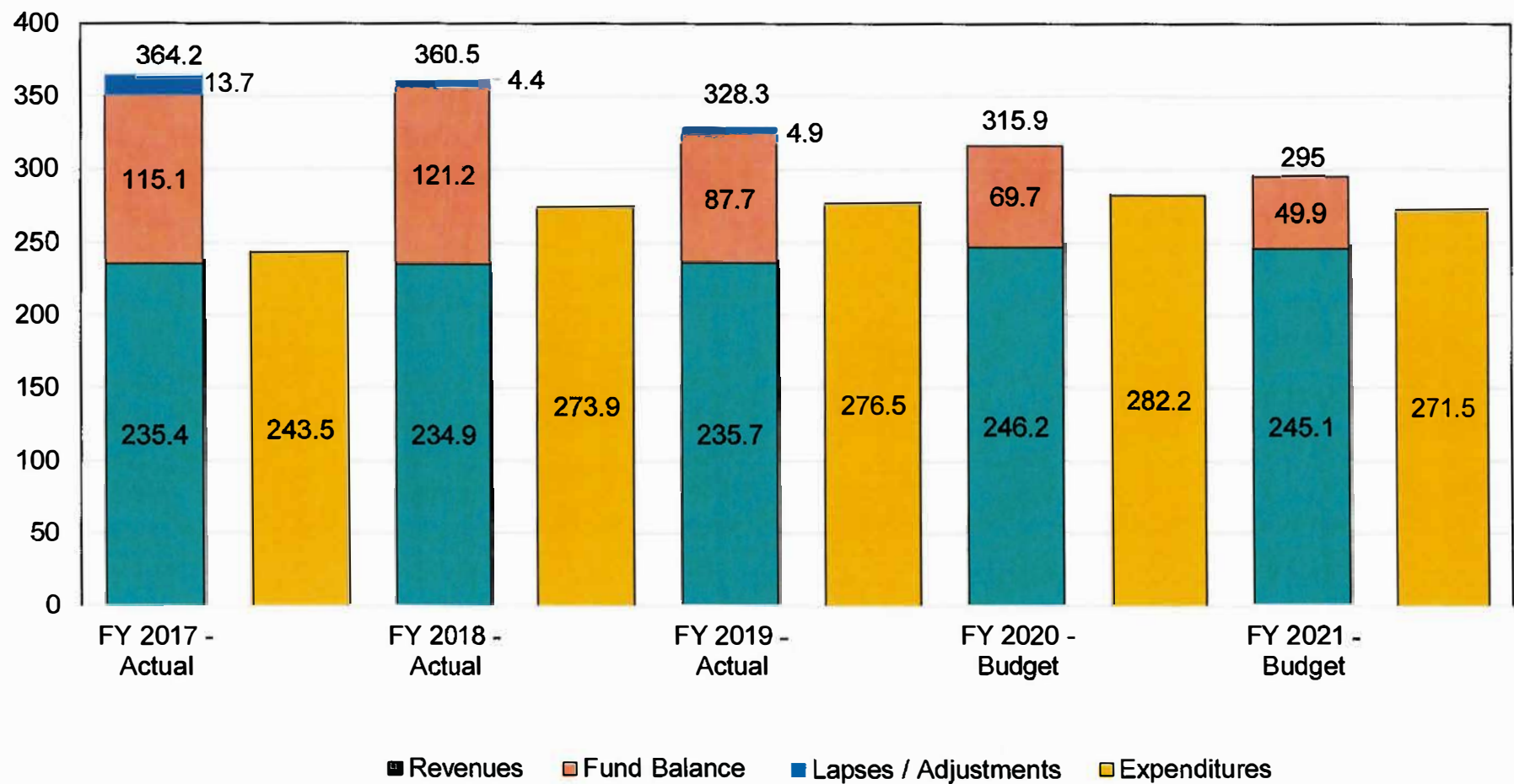
Revenue Projections FY 2021

Revenue Sources	FY 2020 Budget	FY 2021 Budget	Percent Change FY 2021 over FY 2020
Metered Sales			
Potable and Non-Potable Water	231,056,500	230,000,000	-0.5%
Recycled Water	6,275,300	6,361,000	1.4%
Other Revenues	8,905,100	8,728,300	-2.0%
Total Revenues	246,236,900	245,089,300	-0.5%

Ten Largest Users of System (As of June 30, 2019)				
Name	Estimated Revenues	Percentage of Total Revenue	Annual Water Sales (Thous. Gal)	Percentage of Total Sales
State of Hawaii	\$13,989,289	6.1%	2,881,813	6.1%
City & County of Honolulu	12,132,543	5.3%	3,459,473	7.3%
United States Government	5,991,267	2.6%	1,206,734	2.5%
Hilton Hotels Corporation	1,683,031	0.7%	336,950	0.7%
Island Energy Services, LLC	1,067,172	0.5%	215,053	0.5%
Marriott Resorts & Spas	930,053	0.4%	198,863	0.4%
GGP Ala Moana LLC (Ala Moana Shopping Center)	884,369	0.4%	178,000	0.4%
Tesoro Hawaii Corp (Par Petroleum)	797,449	0.3%	133,000	0.3%
Kalaeloa Partners LP	768,508	0.3%	141,625	0.3%
Sheraton Hotels Hawaii	706,004	0.3%	142,244	0.3%
Total	\$38,949,686	17.1%	8,893,755	18.7%

Total Resources vs. Total Expenditures

in millions



Operating Budget Summary

DECREASED RESOURCES

- Revenues are relatively flat with a 0.5% decrease forecasted
- The projected carryforward/beginning fund balance continues to decline

DECREASED TOTAL EXPENDITURES

- Annual operating expenditures were held almost flat with only a 1.7% increase
- Operating Funded CIP projects decreased



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A photograph of a water treatment facility with large circular tanks and industrial structures, serving as the background for the main title.

FY 2021 Capital Improvement Program Budget





FY 2021 CIP

- Supports the BWS vision and mission - **Water for Life: Safe, dependable and affordable water now and into the future**
- Aligned with the BWS Water Master Plan, Strategic Plan 2018-2022, Division Goals and Objectives, and the Six-Year Capital Improvement Program



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Water Service
Adequacy & Dependability

Infrastructure Costs
Rate Affordability



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Project Categories

Research and Development

Renewal and Replacement

Capacity Expansion



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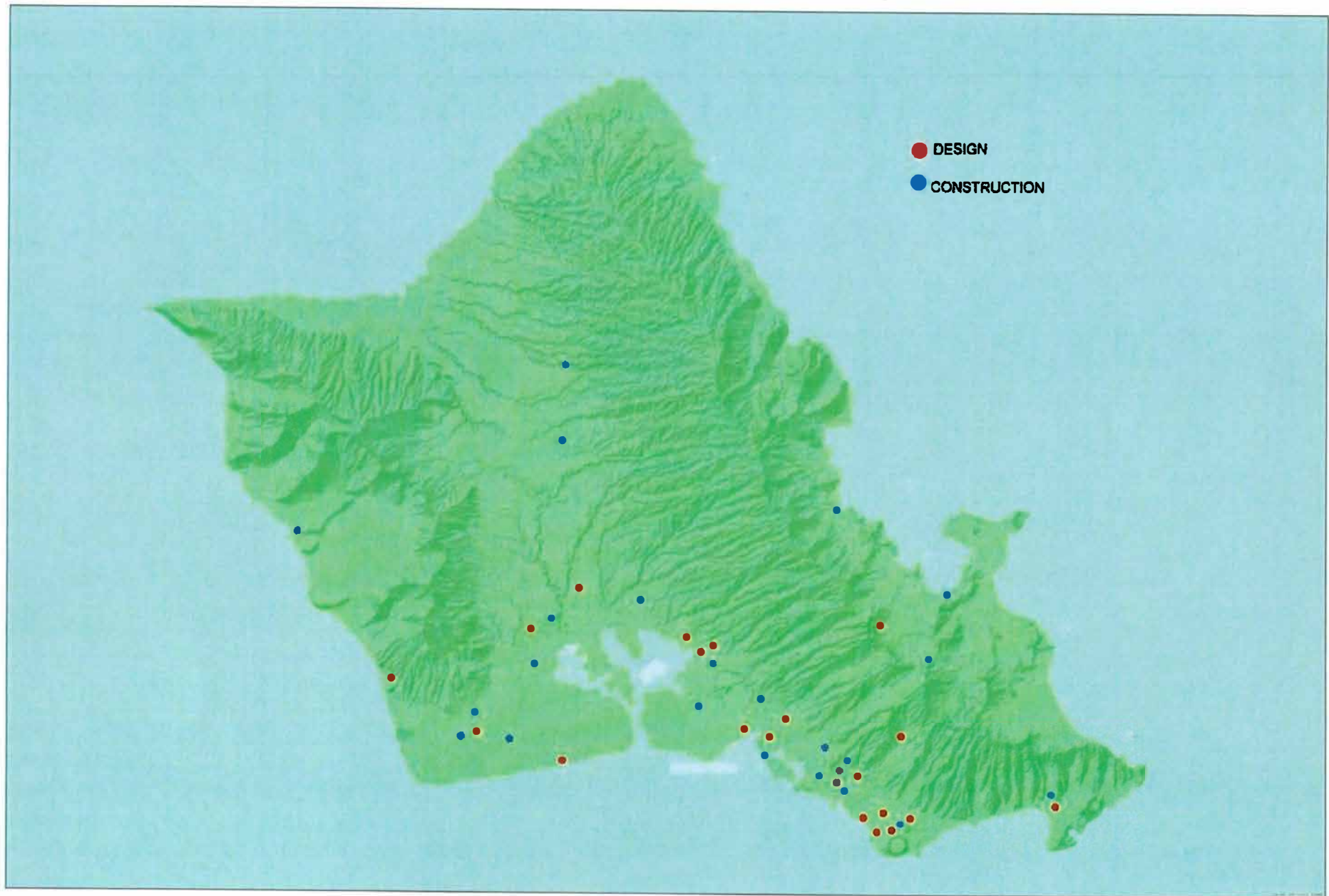
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Capital Improvement Program Budget FY 2021

	Categories	Operating Fund	Operating Fund (SRF Eligible)	Operating Fund (Federal Funds)	Special Expendable Fund	Special Expendable Fund (Federal Funds)	Improvement Fund	Improvement Fund (Federal Funds)	Total
I.	Research & Development	\$ 2,660,000	---		---		---		\$ 2,660,000
II.	Renewal & Replacement	32,975,000	3,100,000	6,300,000	---		60,850,000	2,500,000	105,725,000
III.	Capacity Expansion	---	---	---	20,050,000	10,700,000	3,500,000		34,250,000
	Subtotal	35,635,000	3,100,000	6,300,000	20,050,000	10,700,000	64,350,000	2,500,000	142,635,000
	Construction Cost Index	2,652,500	310,000	630,000	1,700,000	1,070,000	5,880,000	250,000	12,492,500
	Contract Adjustment	15,000,000	---		---		---		15,000,000
	Total	\$ 53,287,500	\$ 3,410,000	\$ 6,930,000	\$ 21,750,000	\$ 11,770,000	\$ 70,230,000	\$ 2,750,000	\$ 170,127,500





Project Category Highlights

Research and Development (\$2.66 million)

- Construction Management for Various BWS Construction Projects
- Kunia Wells IV Exploratory Wells
- Manoa Well II Exploratory Well
- Waikele Gulch Exploratory Well Environmental Assessment



Project Category Highlights

Renewal and Replacement (\$105.73 million)

- Waihee Line Booster: Replace Pumping Units
- Mariner's Ridge Booster No. 2 Renovation
- Kunia Wells III Renovation
- Kapaa 272 Reservoir Replacement

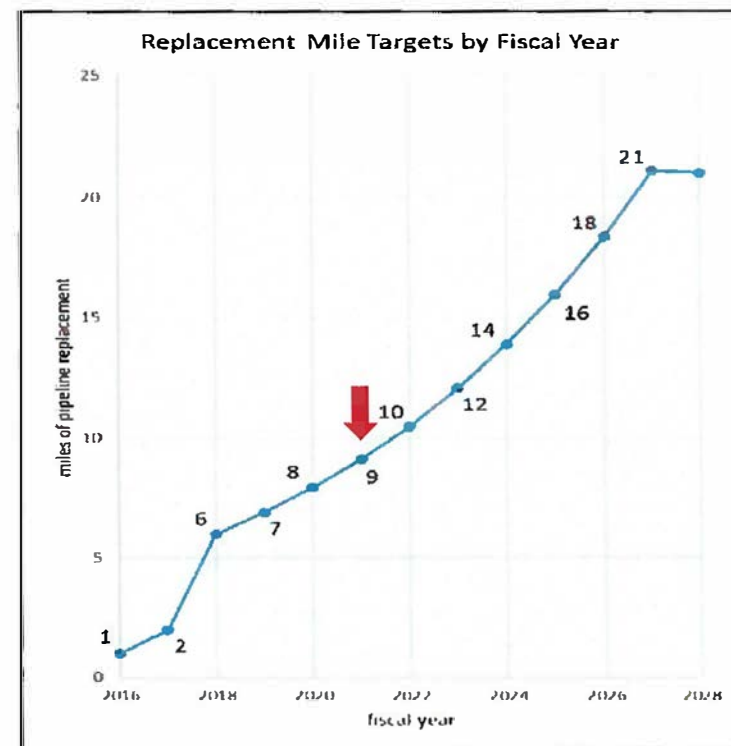




Project Category Highlights

Renewal and Replacement (continued)

- Main replacement construction in Wahiawa, Pearl City, Waianae and Kailua – **10.4 miles**
- Main replacement design in various locations including Kaimuki, Kapahulu, Hawaii Kai, and Ewa – **8.3 miles**





Project Category Highlights

Renewal and Replacement (continued)

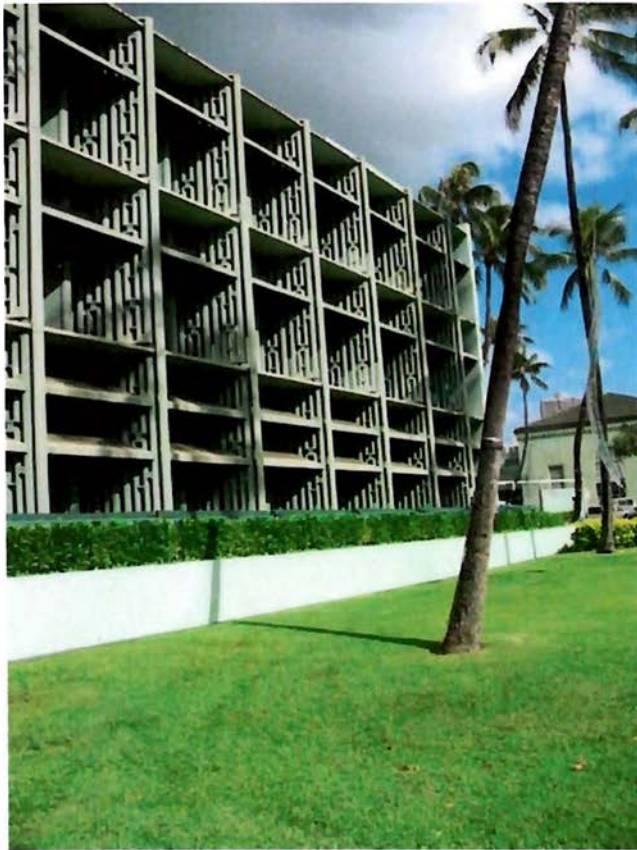
- Granular Activated Carbon (GAC) water treatment facility corrosion control
- Halawa Xeriscape Garden Improvements
- Rehabilitation of Pipeline Tunnels – Keanu and Fort Ruger Tunnels





Project Category Highlights

Renewal and Replacement (continued)



- Facility Reroofing, Repair and Renovations
- Security Improvements at Various Locations
- Beretania Public Service Building Exterior Improvements

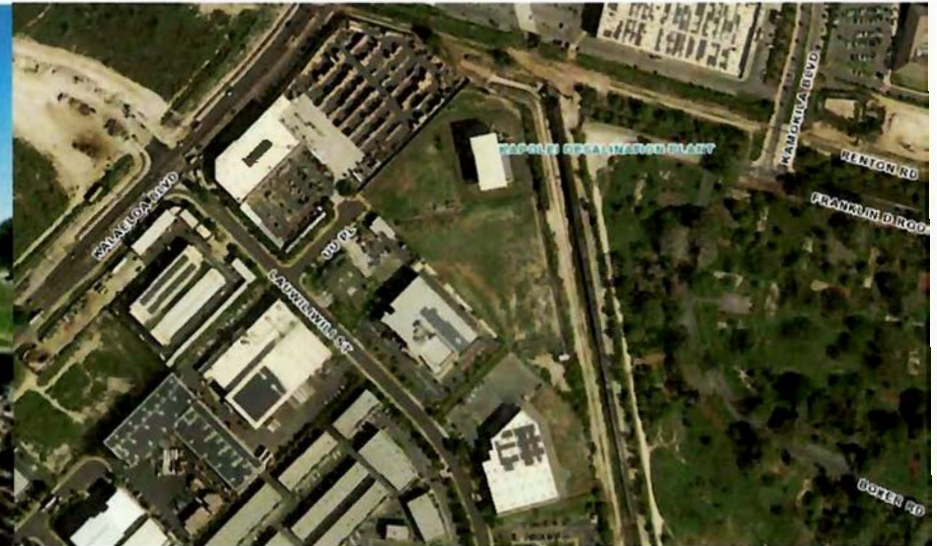




Project Category Highlights

Capacity Expansion (\$34.25 million)

- Kalawahine 180 2.0 MG Reservoir
- Water main upsizing in collaboration with City and State in Salt Lake and Sand Island
- Kapolei Base Yard Facility



WATER FOR LIFE

Safe, dependable, and affordable water now and into the future



Board of Water Supply
City and County of Honolulu

Questions?



BOARD OF WATER SUPPLY

City and County of Honolulu
Honolulu, Hawaii



2021 BUDGET

For the Fiscal Year Beginning July 1, 2020 and
Ending June 30, 2021

DRAFT

**BOARD OF WATER SUPPLY
City and County of Honolulu**

**OPERATING AND CAPITAL IMPROVEMENT PROGRAM BUDGET
For the Fiscal Year Beginning July 1, 2020 and Ending June 30, 2021**

BOARD MEMBERS

Bryan P. Andaya, Chair

Kapua Sproat, Vice-Chair

Kay C. Matsui, Member

Ray C. Soon, Member

Max J. Sword, Member

Ross S. Sasamura, Ex-Officio

Jade T. Butay, Ex-Officio

SUBMITTED BY:

APPROVED:

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

BRYAN P. ANDAYA, Chair
May 26, 2020

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May 26, 2020

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

Chair and Members:

In accordance with Section 7-106(i), Revised Charter of the City and County of Honolulu, we submit for your review and approval the proposed Operating and Capital Improvement Program Budget for fiscal year July 1, 2020 to June 30, 2021.

FINANCIAL PLAN

The proposed Operating Budget for FY 2021 is based upon total operating fund resources of \$295 million, to be derived from operating revenues of \$245.1 million and an estimated carryover balance from FY 2020 of \$49.9 million. The carryover balance results from the estimated operating fund balance that is unappropriated

The proposed operating fund expenditure allocations are \$207.8 million for operating expenses and \$63.6 million for the Capital Improvement Program (CIP) budget. A projected ending balance of \$23.6 million will be unappropriated.

The proposed CIP budget totals \$170.1 million and is funded by \$63.6 million from the Operating Fund¹; \$73 million from the Improvement Fund² and \$33.5 million from the Special Expendable Fund³. Of the \$63.6 million in Operating Funds proposed for the CIP, \$3.4 million is eligible for participation in the State of Hawaii, Department of Health State Revolving Fund (SRF) loan program and \$6.9 million is eligible for participation in Federal funding⁴. Of the \$73 million in CIP projects that will be funded through the Improvement Fund², \$2.7 million is eligible for participation in Federal funding⁴ and of the \$33.5 million in Special Expendable Funds³ proposed for the CIP, \$11.8 million is eligible for participation in Federal funding⁴.

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¹"Operating Fund" is defined as rate revenue or cash

²"Improvement Fund" is defined as the proceeds of Water System Revenue Bonds

³"Special Expendable Fund" is a restricted fund in which water system facilities charges are deposited and the funding reserved for water system expansion projects.

⁴"Federal funding" is defined as potential federal stimulus funds that may be released to stimulate the economy as it is impacted by the COVID-19 global health pandemic.

PART I. OPERATING BUDGET

Following are summaries of the proposed revenues and expenditures for the next fiscal year as well as the corresponding figures for the preceding two fiscal years.

A. REVENUES

For FY 2021, we are projecting total revenues of \$245.1 million; which is \$1.1 million or 0.5 percent less than total revenues budgeted for FY 2020.

Revenue Sources	FY 2019 Actual	FY 2020 Budget	FY 2021 Budget	Percent Change FY 2021 over FY 2020
Metered Sales				
Portable and Non-Potable Water	220,236,905	231,056,500	230,000,000	-0.5%
Recycled Water	6,645,794	6,275,300	6,361,000	1.4%
Other Revenues	8,681,331	8,905,100	8,728,300	-2.0%
Total Revenues	<u>235,564,030</u>	<u>246,236,900</u>	<u>245,089,300</u>	<u>-0.5%</u>

Metered Sales – Potable Water and Non-Potable

Potable and non-potable water sales are projected to decrease by \$1.1 million or 0.5 percent less than the FY 2020 budget amount of \$231.1 million. This decrease is primarily due to the economic impacts from the COVID-19 pandemic.

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Metered Sales – Recycled Water

Recycled water sales at \$6.4 million are projected to increase by 1.4 percent when compared to the FY 2020 budget. This increase is due to a scheduled rate adjustment in FY 2021 and an expected increase in consumption due to additional customers.

Other Revenues

Other Revenues of \$8.7 million will be \$0.2 million lower than the FY 2020 budget amount due to an anticipated decrease in interest income of \$176 thousand. Interest income is interest revenue earned on the Board's investments. Other Revenues category is comprised of sources such as interest income on investments, ocean cooling revenues, automatic fire sprinkler charges, rental income, and miscellaneous billing charges.

B. EXPENDITURES

The proposed total operating fund expenditures for FY 2021 are budgeted at \$271.5 million. This represents a decrease of \$10.8 million, or 3.8 percent less than the amount budgeted for the current fiscal year. This change is attributable to a decrease in cash funding the Capital Improvement Program of \$13.7 million and a decrease in funding for materials, supplies and services of \$2.4 million. These decreases are offset primarily by an increase in funding the departments fixed charges of \$2.8 million; an increase in funding for debt service of \$1.8 million and an increase in funding the departments personnel services of \$1.8 million.

Highlights of the proposed Operating Budget for FY 2021 are presented following the next table.

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Summary of Proposed Operating Budget, by Major Cost Categories

<u>Major Cost Category</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Budget</u>	<u>FY 2021 Budget</u>	<u>FY 2021 over FY 2020 Amount</u>	<u>Percent</u>
Personnel Services	39,905,890	49,266,363	51,061,230	1,794,867	3.6%
Materials, Supplies & Services	51,196,320	74,442,975	72,085,907	-2,357,068	-3.2%
Equipment	4,014,558	7,260,800	6,578,800	-682,000	-9.4%
Debt Service	22,340,818	22,382,000	24,214,000	1,832,000	8.2%
Fixed Charges	51,974,491	51,108,000	53,909,000	2,801,000	5.5%
Total Operating Expenditures	169,432,077	204,460,138	207,848,937	3,388,799	1.7%
Transfer to the Special Expendable Fund - Affordable & Homeless Housing Waiver Program*	-	500,000	-	(500,000)	-100.0%
Transfer to the CIP Program	107,076,772	77,355,000	63,627,500	(13,727,500)	-17.7%
Total Expenditures	276,508,849	282,315,138	271,476,437	(10,838,701)	-3.8%

*Note: The \$500,000 transfer from the Operating Fund to the Special Expendable Fund was an estimated figure and does not represent the cost of the Affordable & Homeless Housing Waiver Program.

In FY2019, \$103,432.03 of Fees to the Special Expendable Fund was waived and \$55,632.00 of meter costs were incurred and waived by the Operating Fund.

In FY2020 (to date), \$489,770.41 of Fees to the Special Expendable Fund was waived and \$56,808.00 of meter costs were incurred and waived by the Operating Fund

Personnel Services

The proposed personnel services budget of \$51.1 million is \$1.8 million or 3.6 percent more than personnel services budgeted for the current year. The proposed operating budget includes the creation of one (1) position that is needed to undertake new initiatives. This new position is being offset by the abolishment of an existing position, which is no longer needed. The departmental staffing levels remains at 741 authorized positions. The one new position proposed is a:

(1) Microbiologist I

The one position to be abolished is a:

(1) Senior Clerk-Typist

Materials, Supplies and Services (MS&S)

The proposed MS&S budget of \$72.1 million is \$2.4 million or 3.2 percent less than the expenditures budgeted for the current year. This is primarily due to a decrease in funding for emergency and contracted road repairs of \$1.7 million; a decrease in funding for AMR (Automated Meter Reading) materials and supplies of \$1.5 million; a decrease in funding for a drinking water system risk assessment study of \$1 million; a decrease in funding for CIS consulting services of \$325 thousand; a decrease in funding for a document management system of \$390 thousand; a reduction in funding for contractual services for the maintenance of the wireless system and reduced funding for the electronic security systems of \$230 thousand. These decreases were offset by an increase in funding for sanitary survey inspection services of \$1 million and an increase in funding for the Beretania Redevelopment Project of \$1.2 million.

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Equipment

The proposed equipment budget of \$6.6 million is \$682 thousand or 9.4 percent less than the amount budgeted in FY 2020. This change is due to the deferred purchase of some replacement and new vehicles and equipment.

Debt Service

The total debt service requirement for FY 2021 is \$24.2 million, which is \$1.8 million or 8.2 percent more than the amount budgeted in FY 2020. In FY 2021, payments to the State of Hawaii/Department of Health State Revolving Fund (SRF) loan program is scheduled to increase by \$1.5 million.

Fixed Charges

The proposed fixed charges budget of \$53.9 million is \$2.8 million, or 5.5 percent more than the amount budgeted for FY 2020. This increase of \$2.8 million is due to an increase of \$2.1 million for electricity costs to power the department's pumping stations, reservoirs and facilities; and an increase in funding of \$660 thousand to the State Employer-Union Trust Fund (EUTF) and Other Post-Employment Benefits (OPEB) plan.

PART II. CAPITAL IMPROVEMENT PROGRAM (CIP) BUDGET

A CIP budget of \$170.1 million is proposed for FY 2021 to be funded as follows: Operating Fund -- \$63.6 million; Improvement Fund -- \$73 million and the Special Expendable Fund -- \$33.5 million. Of the \$63.6 million in CIP projects that will be funded through the Operating Fund; \$3.4 million is eligible for participation in the State Department of Health's State Revolving Fund (SRF) loan program and \$6.9 million is eligible for participation for Federal funding. Of the \$73 million in CIP projects that will be funded through the Improvement Fund, \$2.7 million is eligible for Federal funding. Of the \$33.5 million in Special Expendable Funds proposed for the CIP, \$11.8 million is eligible for participation in Federal funding.

Chair and Members
Board of Water Supply
May 26, 2020
Page 7

Highlights of the proposed CIP for next year includes \$2.7 million for research and development, \$105.7 million for the renewal and replacement of various BWS pipelines, facilities and pumping stations, and \$34.3 million for capacity expansion. The CIP cost categories and project descriptions are summarized starting on page CIP-SUMM.

Respectfully submitted,

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

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SUMMARY OF ALL FUNDS

OPERATING BUDGET

**CAPITAL IMPROVEMENT
PROGRAM BUDGET**

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**Board of Water Supply
Summary of All Funds
Fiscal Year 2021**

	Operating Fund - SRF Eligible	Operating Fund - Federal Funds	Special Expendable Fund	Special Expendable Fund - Federal Funds	Improvement Fund	Improvement Fund - Federal Funds	Total - All Funds
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Operating Budget	207,848,937	-	-	-	-	-	-	207,848,937
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Capital Improvement Program	53,287,500	3,410,000	6,930,000	21,750,000	11,770,000	70,230,000	2,750,000	170,127,500
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Total - All Funds	261,136,437	3,410,000	6,930,000	21,750,000	11,770,000	70,230,000	2,750,000	377,976,437
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**BOARD OF WATER SUPPLY
OPERATING AND CAPITAL IMPROVEMENT PROGRAM BUDGET
FISCAL YEAR 2021
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II. CAPITAL IMPROVEMENT PROGRAM (CIP) BUDGET

Summary	CIP-SUMM
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**Board of Water Supply
Operating Budget
Fiscal Year 2021**

Department Summary

Resources and Expenditures	FY2019 Actual	FY2020 Adopted Budget	FY2021 Proposed Budget
Beginning Balance	87,668,483	69,658,009	49,908,250
Revenues	235,705,749	246,236,900	245,091,300
Lapses/Adjustments	4,910,020	0	0
Total Resources	328,284,252	315,894,909	294,999,550
Operating Expenditures	169,432,076	204,460,138	207,848,937
Capital Program	107,076,772	77,355,000	63,627,500
Transfer to Special Expendable Fund	0	500,000	0
Total Expenditures	276,508,848	282,315,138	271,476,437
Ending Balance	51,775,403	33,579,772	23,523,113

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**Board of Water Supply
Operating Budget Revenues
Fiscal Year 2021**

Department Summary

Revenues	FY2019 Actual	FY2020 Adopted Budget	FY2021 Proposed Budget
Metered Revenue - Potable Water	220,236,905	231,056,500	230,000,000
Metered Revenue - Recycled Water (R-1)	3,370,021	3,389,800	3,347,000
Metered Revenue - Recycled Water (RO)	3,275,773	2,885,500	3,014,000
Private Fire Protection	670,834	692,000	692,000
Ocean Cooling Revenues	1,220,922	1,353,100	1,354,000
Other Water Revenues	209,578	320,000	320,000
Revenues from Water Service Installations	511,960	550,000	550,000
Revenues from Merchandising & Jobbing (M&J)	332,916	280,000	280,000
Interest Income - Operating	5,493,165	5,340,000	5,164,300
Miscellaneous Non-Operating Revenue	149,691	120,000	120,000
Non-Operating Rental Income	233,982	250,000	250,000
Total	235,705,749	246,236,900	245,091,300

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**Board of Water Supply
Operating Budget Expenditures
Fiscal Year 2021**

Department Summary

Expenditure Classification	FY2019 Actual	FY2020 Adopted Budget	FY2021 Proposed Budget
Personnel Services	39,905,890	49,266,363	51,061,230
Materials, Supplies and Services	51,196,320	74,442,975	72,085,907
Equipment	4,014,558	7,260,800	6,578,800
Departmental Fixed Charges	51,974,491	51,108,000	53,909,000
Debt Service	22,340,818	22,382,000	24,214,000
Operating Expenditures	169,432,076	204,460,138	207,848,937
Transfer to Capital Improvement Program	107,076,772	77,355,000	63,627,500
Transfer to Special Expendable Fund	0	500,000	0
Total Expenditures	276,508,848	282,315,138	271,476,437

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**Board of Water Supply
Operating Budget Expenditures
Fiscal Year 2021**

Department Summary by Division/Office

Expenditure Classification (Personnel Services, Materials, Supplies and Services, and Equipment)	FY2019 Actual	FY2020 Adopted Budget	FY2021 Proposed Budget
Manager's Office	904,071	854,240	1,071,450
Executive Support Office	7,452,165	8,486,451	8,692,737
Communications Office	1,207,494	1,446,687	1,301,677
Human Resources Office	627,784	782,050	808,600
Water Quality	7,238,850	10,235,950	12,221,600
Customer Care	4,053,550	5,623,140	5,691,805
Land	353,539	820,600	1,769,340
Water Resources	9,892,281	15,661,587	14,161,619
Field Operations	23,929,027	36,257,750	34,534,815
Capital Projects	6,799,830	7,531,000	7,710,500
Water System Operations	14,749,615	21,951,050	20,447,800
Information Technology	13,597,563	16,178,733	15,503,294
Finance	4,299,147	5,140,900	5,810,700
Total of Divisions and Offices	95,104,916	130,970,138	129,725,937
Materials, Supplies and Services	11,852	0	0
Departmental Fixed Charges	51,974,491	51,108,000	53,909,000
Debt Service	22,340,818	22,382,000	24,214,000
Total Operating Expenditures	169,432,076	204,460,138	207,848,937

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**Board of Water Supply
Expenses by Account Type
Fiscal Year 2021**

Department Summary by Division/Office

Division and Offices	Personnel Services	Materials, Supplies, and Services	Equipment	Debt Service and Dept Fixed Charges	FY2021 Proposed Budget
Manager's Office	621,100	450,350	0	0	1,071,450
Executive Support Office	1,259,638	7,408,099	25,000	0	8,692,737
Communications Office	854,600	447,077	0	0	1,301,677
Human Resources Office	586,000	221,100	1,500	0	808,600
Water Quality	2,247,000	9,941,600	33,000	0	12,221,600
Customer Care	4,595,900	1,085,905	10,000	0	5,691,805
Land	309,600	1,459,740	0	0	1,769,340
Water Resources	2,652,892	11,418,727	90,000	0	14,161,619
Field Operations	18,344,500	16,085,315	105,000	0	34,534,815
Capital Projects	5,416,300	2,044,200	250,000	0	7,710,500
Water System Operations	7,414,000	7,304,500	5,729,300	0	20,447,800
Information Technology	4,118,900	11,049,394	335,000	0	15,503,294
Finance	2,640,800	3,169,900	0	0	5,810,700
Total:	51,061,230	72,085,907	6,578,800	0	129,725,937
Fixed Charges and Debt Service	0	0	0	78,123,000	78,123,000
Grand Total	51,061,230	72,085,907	6,578,800	78,123,000	207,848,937

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**Board of Water Supply
Position Budgets
Fiscal Year 2021**

Department Summary by Division/Office

Division Name	Positions				Salary			
	Perm	LTA	PSC	Total	Perm	LTA	PSC	Total
Manager's Office	5.0	0.0	1.0	6.0	535,117	0	85,000	620,117
Executive Support Office	20.0	0.0	7.5	27.5	1,120,840	0	107,273	1,228,113
Communications Office	12.0	0.0	0.0	12.0	779,768	0	0	779,768
Human Resources Office	10.0	0.0	0.0	10.0	580,996	0	0	580,996
Water Quality	30.0	0.0	3.0	33.0	1,758,957	0	97,896	1,856,853
Customer Care	71.0	2.0	11.0	86.0	3,506,231	68,040	378,321	4,028,865
Land	5.0	0.0	0.0	5.0	285,336	0	0	285,336
Water Resources	35.0	0.0	2.0	37.0	2,445,652	0	48,540	2,494,193
Field Operations	258.0	0.0	12.0	270.0	14,296,612	0	584,136	14,880,748
Capital Projects	81.0	0.0	1.0	82.0	4,914,639	0	9,880	4,924,519
Water System Operations	106.0	0.0	10.0	116.0	6,489,720	0	101,340	6,591,060
Information Technology	54.0	0.0	7.0	61.0	3,705,909	0	230,748	3,936,657
Finance	43.0	9.0	0.0	52.0	2,267,411	225,718	0	2,493,129
Total	730.0	11.0	54.5	797.5	42,687,186	293,758	1,643,134	44,700,353

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Board of Water Supply
Operating Budget
Debt Service
Fiscal Year 2021

DEBT SERVICE

ISSUE	FY 2019 Actual	FY 2020 Budget	FY 2021 Budget
Water System Revenue Bonds:			
Series 2012A	3,589,425	7,703,000	10,092,000
Series 2014 A & B	5,466,373	10,157,000	7,837,000
Debt Service - Bonds Payable	9,055,798	17,860,000	17,929,000
Notes Payable:			
SRF Loans	3,843,991	4,522,000	6,285,000
Debt Service - Notes Payable	3,843,991	4,522,000	6,285,000
Total	12,899,789	22,382,000	24,214,000

Bond Issues:

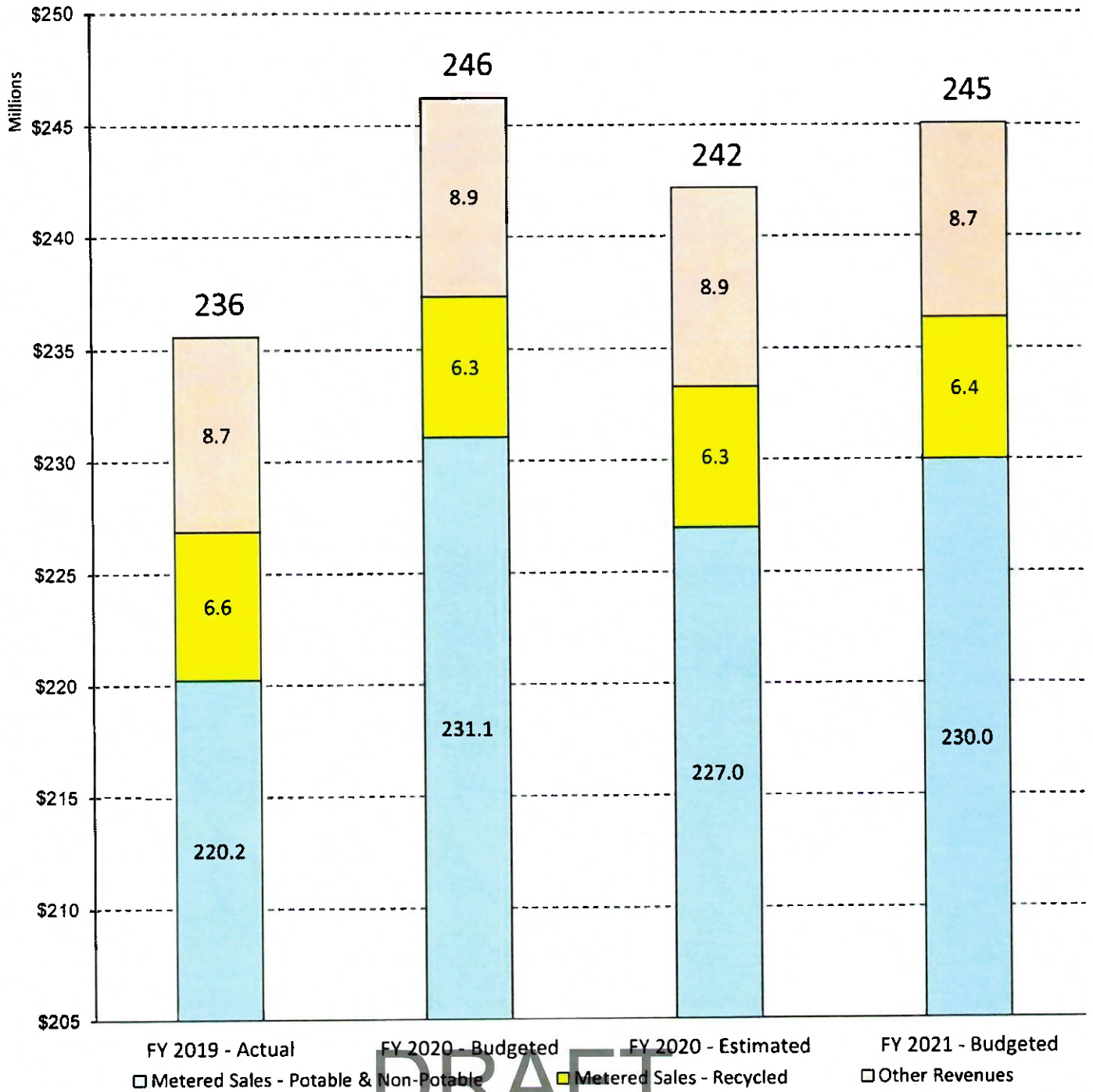
<u>Year Issued</u>	<u>Amount</u>	<u>Year Expires</u>	<u>Years</u>
2012A	\$ 27,115,000	2033	21
2014A	\$ 101,655,000	2036	22
2014B	\$ 25,085,000	2031	17
2020A	\$ 59,105,000	2050	30
2020B	\$ 47,530,000	2050	30

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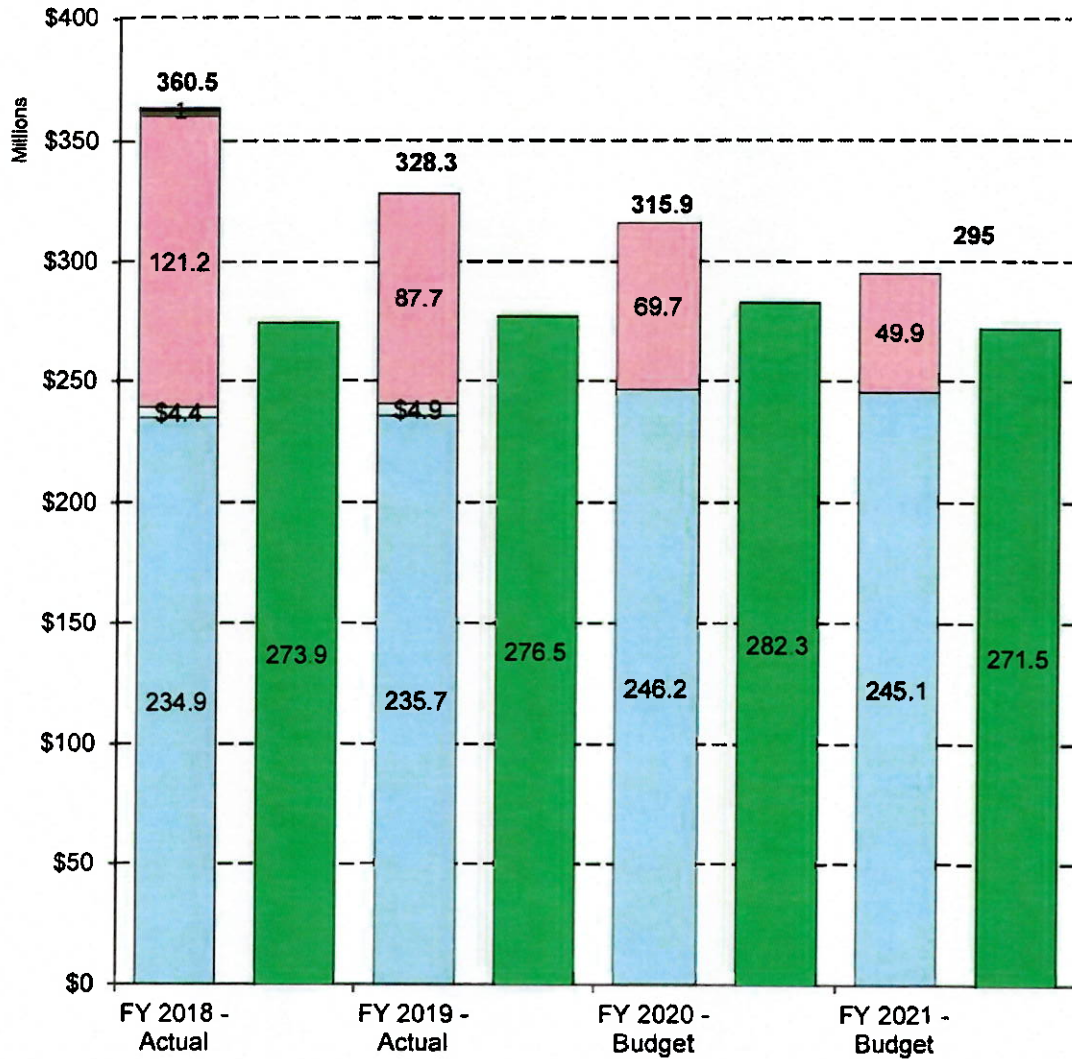
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**BOARD OF WATER SUPPLY
OPERATING FUND REVENUES
FISCAL YEAR 2021**



**BOARD OF WATER SUPPLY
TOTAL RESOURCES VS. TOTAL EXPENDITURES
FISCAL YEAR 2021**



□ Revenues

□ Lapses / Adjustments

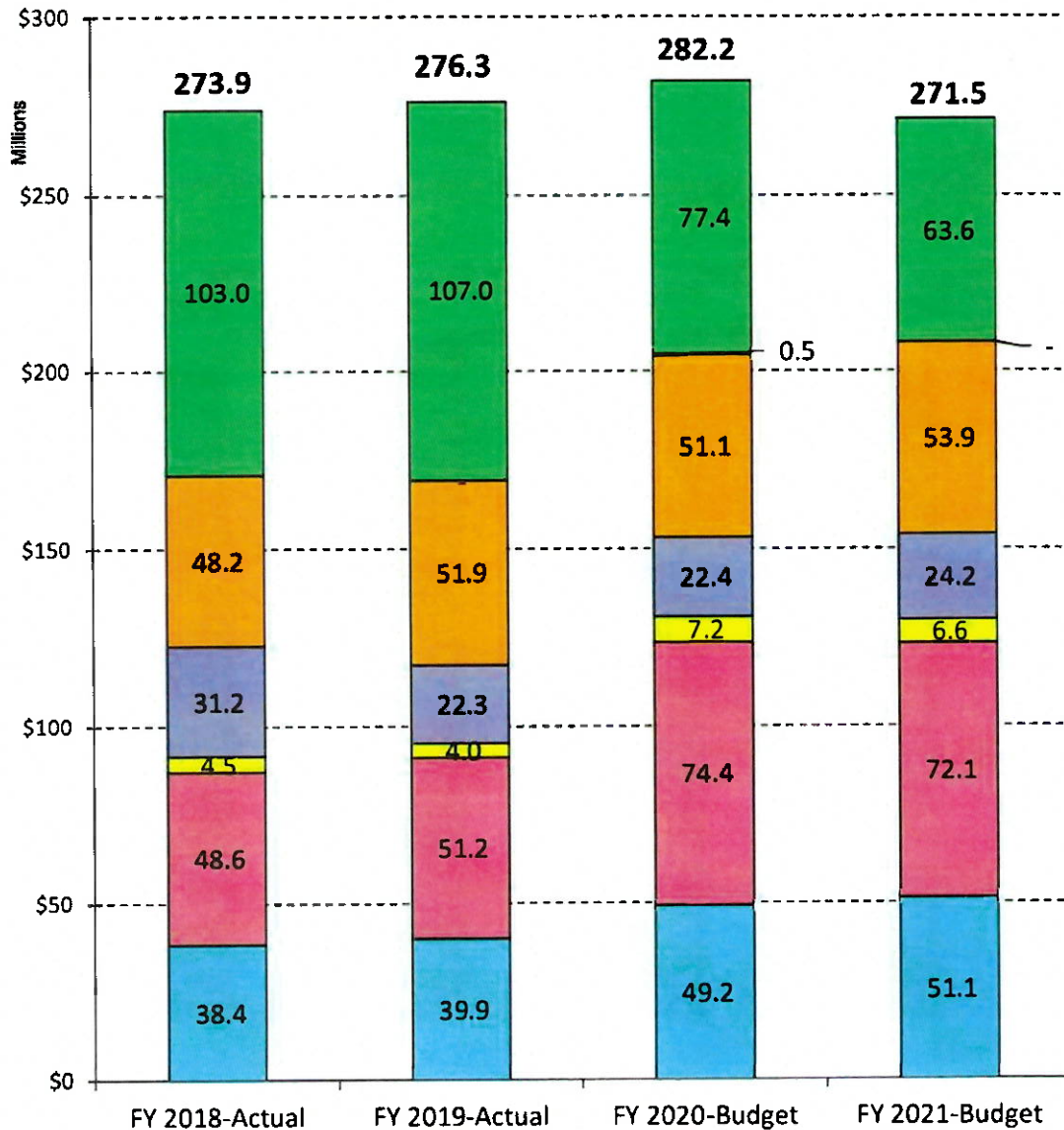
□ Fund Balance

■ Expenditures

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Fiscal Year 2021	
Fund Balance 7/1/2020	\$ 49,908,250
Revenues	<u>245,091,300</u>
Total Resources	\$294,999,550
Total Expenditures	<u>-271,476,437</u>
Fund Balance 6/30/2021	<u>\$ 23,523,113</u>

**BOARD OF WATER SUPPLY
OPERATING BUDGET EXPENDITURES (INCLUDING CIP)
FISCAL YEAR 2021**



- Personnel Srv.
- MS&S
- Equipment
- Debt Service
- Fixed Charges
- Waivers-Sp. Ex. Fund
- CIP

Fiscal Year 2021	
CIP	\$ 63,627,500
Fixed Charges	53,909,000
Debt Service	24,214,000
Equipment	6,578,800
MS&S	72,085,907
Personnel Svcs.	51,061,230
Transfer to Spec Ex	-0-
Total	\$271,476,437

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PART I

**OPERATING
BUDGET**

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**Board of Water Supply
Operating Budget
Fiscal Year 2021**

OMCE - Manager's Office

Section's Activity

The Manager and Chief Engineer is the executive head of the Board of Water Supply who administers the affairs of the department in accordance with policies and regulations adopted by the Board and the provisions of the City Charter.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	647,873	540,400	495,000	620,100	125,100
4120 - Overtime	736	0	0	1,000	1,000
4130 - Miscellaneous (Payroll)	147	0	0	0	0
Personnel Services	648,756	540,400	495,000	621,100	126,100
4160 - Meals, Mileage & Uniform Allowances	22	0	0	0	0
4250 - Other Contractual Services	3,714	4,600	4,600	4,600	0
4255 - Other Services	2,346	57,000	58,800	31,300	(27,500)
4260 - Advertising & Publication of Notices	15,571	500	500	500	0
4265 - Printing	0	1,000	1,000	1,000	0
4270 - Professional Services	30,915	35,000	35,000	135,000	100,000
4430 - Miscellaneous Supplies	4,197	5,000	5,000	5,000	0
4460 - Other Materials & Supplies	31,342	10,000	10,000	10,000	0
4480 - Postage	0	0	0	0	0
4500 - Education and Training	900	0	0	0	0
4720 - Conference Travel & Expenses	25,250	38,240	38,240	49,240	11,000
4815 - Repair & Maint - Equipment	1,265	3,000	3,000	3,000	0
4910 - Miscellaneous Fees & Registration	138,644	184,220	203,100	210,710	7,610
8050 - Equipment (under \$5,000)	1,152	0	0	0	0
Materials, Supplies and Services	255,316	338,560	359,240	450,350	91,110
Total Manager's Office	904,071	878,960	854,240	1,071,450	217,210

Budget Highlights

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**Board of Water Supply
Operating Budget
Fiscal Year 2021**

ESO - Executive Support Office

Division/Office's Activity

The Executive Support Office is responsible for the development of the annual departmental operating budget ; ensures that procurement of all goods and services and construction are in compliance with Hawaii Revised Statutes (HRS)103D; administers the department's safety, risk management, and security programs.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	1,087,856	1,409,800	1,310,700	1,228,100	(82,600)
4120 - Overtime	23,455	20,000	21,500	31,538	10,038
4130 - Miscellaneous (Payroll)	21,070	83,750	25,000	0	(25,000)
Personnel Services	1,132,381	1,513,550	1,357,200	1,259,638	(97,562)
4160 - Meals; Mileage & Uniform Allowances	1,374	2,700	1,500	1,500	0
4250 - Other Contractual Services	17,189	52,240	2,250,399	2,379,399	129,000
4251 - Software Licenses and Maintenance	31,204	36,000	38,000	30,000	(8,000)
4260 - Advertising & Publication of Notices	0	300	0	0	0
4265 - Printing	0	1,500	1,000	850	(150)
4270 - Professional Services	2,451,983	2,592,000	1,520,000	1,489,200	(30,800)
4430 - Miscellaneous Supplies	49,953	10,050	34,272	14,800	(19,472)
4460 - Other Materials & Supplies	4,479	70,000	50,000	0	(50,000)
4500 - Education and Training	4,371	6,000	4,000	4,500	500
4720 - Conference Travel & Expenses	3,503	19,000	28,800	12,000	(16,800)
4805 - Repair & Maint - Structures	0	50,000	20,000	20,000	0
4910 - Miscellaneous Fees & Registration	13,597	1,320	2,280	1,250	(1,030)
5700 - Insurance	924,630	850,000	850,000	850,000	0
6340 - Workers Compensation Benefits	717,930	1,340,000	1,200,000	1,316,000	116,000
6350 - Claims for Pers Injuries & Prop Damage	2,098,108	1,000,000	1,000,000	1,250,000	250,000
8050 - Equipment (under \$5,000)	1,462	32,000	4,000	38,600	34,600
Materials, Supplies and Services	6,319,783	6,063,110	7,004,251	7,408,099	403,849
1270 - General Plant & Equip (over \$5,000)	0	20,000	125,000	25,000	(100,000)
Equipment	0	20,000	125,000	25,000	(100,000)
Total ESO - Executive Support Office	7,452,165	7,596,660	8,486,451	8,692,737	206,287

Notes

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**Board of Water Supply
Operating Budget
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ESO - Executive Support Office

5105 - Executive Support Office

Section's Activity

The Executive Support Office (ESO) administers and manages programs in areas such as budget, position management, reorganization, procurement, security, risk management and safety.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	224,978	259,700	238,400	148,800	(89,600)
4120 - Overtime	3,340	1,000	1,000	650	(350)
4130 - Miscellaneous (Payroll)	158	42,000	0	0	0
Personnel Services	228,477	302,700	239,400	149,450	(89,950)
4160 - Meals; Mileage & Uniform Allowances	24	0	0	0	0
4250 - Other Contractual Services	858	50,000	249,200	17,500	(231,700)
4265 - Printing	0	500	500	250	(250)
4270 - Professional Services	170,000	140,000	100,000	209,200	109,200
4430 - Miscellaneous Supplies	8,096	8,050	3,000	1,500	(1,500)
4460 - Other Materials & Supplies	0	0	0	0	0
4500 - Education and Training	0	1,000	1,000	500	(500)
4720 - Conference Travel & Expenses	58	0	0	2,000	2,000
4910 - Miscellaneous Fees & Registration	10,000	1,000	1,000	0	(1,000)
8050 - Equipment (under \$5,000)	1,372	0	0	0	0
Materials, Supplies and Services	190,408	200,550	354,700	230,950	(123,750)
Total Executive Support Office	418,884	503,250	594,100	380,400	(213,700)

Budget Highlights

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**Board of Water Supply
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ESO - Executive Support Office

5110 - 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	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	283,484	323,300	327,500	335,400	7,900
4120 - Overtime	6,065	5,000	5,000	6,950	1,950
4130 - Miscellaneous (Payroll)	50	0	0	0	0
Personnel Services	289,599	328,300	332,500	342,350	9,850
4160 - Meals; Mileage & Uniform Allowances	803	1,200	1,200	1,200	0
4250 - Other Contractual Services	9,501	2,000	3,199	17,899	14,700
4265 - Printing	0	0	0	0	0
4270 - Professional Services	1,028,328	1,152,000	1,420,000	1,050,000	(370,000)
4430 - Miscellaneous Supplies	839	0	6,272	7,300	1,029
4460 - Other Materials & Supplies	4,479	0	0	0	0
4500 - Education and Training	4,371	4,500	3,000	2,750	(250)
4720 - Conference Travel & Expenses	0	12,000	20,800	10,000	(10,800)
4910 - Miscellaneous Fees & Registration	3,597	0	1,280	1,250	(30)
5700 - Insurance	924,630	850,000	850,000	850,000	0
6340 - Workers Compensation Benefits	717,930	1,340,000	1,200,000	1,316,000	116,000
6350 - Claims for Pers Injuries & Prop Damage	2,098,108	1,000,000	1,000,000	1,250,000	250,000
8050 - Equipment (under \$5,000)	90	15,000	0	0	0
Materials, Supplies and Services	4,792,676	4,376,700	4,505,751	4,506,399	649
1270 - General Plant & Equip (over \$5,000)	0	0	0	0	0
Equipment	0	0	0	0	0
Total Risk Management	5,082,275	4,705,000	4,838,251	4,848,749	10,499

Budget Highlights

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**Board of Water Supply
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Fiscal Year 2021**

ESO - Executive Support Office

5120 - Security Office

Section's Activity

Security section develops, coordinates, and maintains security measures and systems to protect BWS employees and facilities. It conducts vulnerability assessments, installs detection systems, and develops emergency response plans. It oversees the development and installation of security enhancements and equipment for BWS facilities. It monitors facilities from the central security center through the use of security guards, cameras, sensor alarms, and ID cards. The unit coordinates protective activities with external agencies such as the Honolulu Police and Fire Departments, State Civil Defense and Honolulu Department of Emergency Services, and other Homeland Security organizations.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	222,617	248,900	245,900	159,000	(86,900)
4120 - Overtime	2,897	10,000	10,000	6,250	(3,750)
Personnel Services	225,513	258,900	255,900	165,250	(90,650)
4160 - Meals; Mileage & Uniform Allowances	131	1,500	300	300	0
4250 - Other Contractual Services	6,231	0	1,998,000	2,344,000	346,000
4270 - Professional Services	1,253,655	1,300,000	0	100,000	100,000
4430 - Miscellaneous Supplies	39,951	2,000	25,000	6,000	(19,000)
4460 - Other Materials & Supplies	0	70,000	50,000	0	(50,000)
4500 - Education and Training	0	500	0	0	0
4805 - Repair & Maint - Structures	0	50,000	20,000	20,000	0
8050 - Equipment (under \$5,000)	0	1,000	4,000	35,000	31,000
Materials, Supplies and Services	1,299,967	1,425,000	2,097,300	2,505,300	408,000
1270 - General Plant & Equip (over \$5,000)	0	0	0	25,000	25,000
Equipment	0	0	0	25,000	25,000
Total Security Office	1,525,481	1,683,900	2,353,200	2,695,550	342,350

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**Board of Water Supply
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ESO - Executive Support Office

5125 - Management and Budget

Section's Activity

The Management and Budget section is responsible for the development and execution of the annual operating budget. Develops water and other revenue projections and conducts various revenue, budgetary, financial and statistical studies of the department.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	95,860	194,200	160,500	213,000	52,500
4120 - Overtime	4,648	4,000	4,000	3,688	(312)
Personnel Services	100,509	198,200	164,500	216,688	52,188
4160 - Meals; Mileage & Uniform Allowances	230	0	0	0	0
4250 - Other Contractual Services	180	0	0	0	0
4251 - Software Licenses and Maintenance	31,204	36,000	38,000	30,000	(8,000)
4260 - Advertising & Publication of Notices	0	300	0	0	0
4265 - Printing	0	1,000	500	600	100
4910 - Miscellaneous Fees & Registration	0	320	0	0	0
8050 - Equipment (under \$5,000)	0	1,000	0	3,600	3,600
Materials, Supplies and Services	31,615	38,620	38,500	34,200	(4,300)
1270 - General Plant & Equip (over \$5,000)	0	20,000	45,000	0	(45,000)
Equipment	0	20,000	45,000	0	(45,000)
Total Management and Budget	132,123	256,820	248,000	250,888	2,888

Budget Highlights

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**Board of Water Supply
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ESO - Executive Support Office

5140 - Procurement

Section's Activity

The Procurement section assists all BWS divisions and offices with the procurement of construction, goods, services, and professional services and to ensure that such procurements are conducted in accordance with Hawaii Revised Statutes Chapter 103D and the Hawaii Administrative Rules.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	260,917	383,700	338,400	371,900	33,500
4120 - Overtime	6,505	0	1,500	14,000	12,500
4130 - Miscellaneous (Payroll)	20,862	41,750	25,000	0	(25,000)
Personnel Services	288,284	425,450	364,900	385,900	21,000
4160 - Meals; Mileage & Uniform Allowances	186	0	0	0	0
4250 - Other Contractual Services	419	240	0	0	0
4270 - Professional Services	0	0	0	130,000	130,000
4430 - Miscellaneous Supplies	1,068	0	0	0	0
4460 - Other Materials & Supplies	0	0	0	0	0
4500 - Education and Training	0	0	0	1,250	1,250
4720 - Conference Travel & Expenses	3,445	7,000	8,000	0	(8,000)
4805 - Repair & Maint - Structures	0	0	0	0	0
8050 - Equipment (under \$5,000)	0	15,000	0	0	0
Materials, Supplies and Services	5,118	22,240	8,000	131,250	123,250
1270 - General Plant & Equip (over \$5,000)	0	0	80,000	0	(80,000)
Equipment	0	0	80,000	0	(80,000)
Total Procurement Section	293,401	447,690	452,900	517,150	64,250

Budget Highlights

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**Board of Water Supply
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COMM - Communications Office

Section's Activity

The Communications Office develops departmental policies and programs for strategic internal and external communications, including: community relations, water education and public information, including news releases, speeches, bulletins, advertisements, public service announcements, brochures, annual and special reports; notifies news media of water emergencies; coordinates and maintains effective media communications programs for the department; receives, processes and resolves complaints; develops and produces the employee newsletter; conducts orientations and manages the department's water education and facility tour program; coordinates community affairs programs and special events; and provides executive level strategic communications counsel and assistance to the Board, Manager, and departmental units in public affairs matters.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	757,564	796,300	774,600	779,800	5,200
4120 - Overtime	37,017	38,978	62,035	48,000	(14,035)
4130 - Miscellaneous (Payroll)	0	65,125	50,532	26,800	(23,732)
Personnel Services	794,581	900,403	887,167	854,600	(32,567)
4160 - Meals; Mileage & Uniform Allowances	1,625	957	1,053	2,500	1,447
4250 - Other Contractual Services	283,620	304,290	347,944	348,378	434
4251 - Software Licenses and Maintenance	5,874	10,940	24,531	9,469	(15,062)
4260 - Advertising & Publication of Notices	2,064	11,550	16,940	0	(16,940)
4265 - Printing	50,834	39,500	66,000	43,900	(22,100)
4410 - Gasoline	10	0	0	0	0
4430 - Miscellaneous Supplies	9,857	4,000	4,800	3,000	(1,800)
4460 - Other Materials & Supplies	23,982	41,800	55,000	35,644	(19,356)
4480 - Postage	0	39,100	15,600	660	(14,940)
4500 - Education and Training	448	5,000	11,200	250	(10,950)
4720 - Conference Travel & Expenses	1,669	6,000	0	0	0
4815 - Repair & Maint - Equipment	0	850	932	1,032	100
4910 - Miscellaneous Fees & Registration	8,977	14,620	10,520	684	(9,836)
8050 - Equipment (under \$5,000)	18,921	5,000	5,000	1,560	(3,440)
Materials, Supplies and Services	407,880	483,607	559,520	447,077	(112,443)
1270 - General Plant & Equip (over \$5,000)	5,032	30,274	0	0	0
Equipment	5,032	30,274	0	0	0
Total Communications Office	1,207,494	1,414,284	1,446,687	1,301,677	(145,010)

Budget Highlights

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**Board of Water Supply
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Fiscal Year 2021**

HRO - Human Resources Office

Section's Activity

The BWS Human Resources Office administers and manages BWS human resources programs in areas including recruitment, examination, and selection, employee benefits, transactions and personnel record maintenance, labor relations, performance evaluation, classification and compensation, and staff development. In addition, BWS HRO provides staff support for position management and review of reorganizations.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	470,953	584,600	568,900	581,000	12,100
4120 - Overtime	4,529	5,000	5,000	5,000	0
Personnel Services	475,483	589,600	573,900	586,000	12,100
4160 - Meals; Mileage & Uniform Allowances	310	300	300	300	0
4250 - Other Contractual Services	13,868	50,000	100,000	130,000	30,000
4260 - Advertising & Publication of Notices	249	5,000	5,000	5,000	0
4430 - Miscellaneous Supplies	1,455	2,500	2,500	2,500	0
4460 - Other Materials & Supplies	2,995	6,000	6,000	6,000	0
4480 - Postage	60	100	100	100	0
4500 - Education and Training	25,496	71,200	71,200	60,000	(11,200)
4720 - Conference Travel & Expenses	4,653	15,300	15,800	16,100	300
4815 - Repair & Maint - Equipment	848	1,250	1,250	550	(700)
4910 - Miscellaneous Fees & Registration	453	500	500	550	50
6340 - Workers Compensation Benefits	51,742	0	0	0	0
8050 - Equipment (under \$5,000)	0	0	0	0	0
Materials, Supplies and Services	102,129	152,150	202,650	221,100	18,450
1270 - General Plant & Equip (over \$5,000)	50,172	35,000	5,500	1,500	(4,000)
Equipment	50,172	35,000	5,500	1,500	(4,000)
Total Human Resources Office	627,784	776,750	782,050	808,600	26,550

Budget Highlights

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**Board of Water Supply
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WQ - Water Quality

Division/Office's Activity

The Water Quality Division ensures the department's compliance with all federal and state drinking water regulations and environmental laws, rules and regulations and manages special water quality studies.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	1,500,867	1,741,400	1,684,400	1,857,000	172,600
4120 - Overtime	147,135	265,000	295,000	320,000	25,000
4130 - Miscellaneous (Payroll)	8,918	0	1,000	70,000	69,000
Personnel Services	1,656,919	2,006,400	1,980,400	2,247,000	266,600
4160 - Meals; Mileage & Uniform Allowances	5,812	14,000	14,000	13,210	(790)
4250 - Other Contractual Services	723,030	3,050,320	681,400	680,500	(900)
4251 - Software Licenses and Maintenance	76,830	30,000	85,000	0	(85,000)
4270 - Professional Services	4,596,725	3,100,000	6,970,000	8,815,000	1,845,000
4430 - Miscellaneous Supplies	1,951	2,320	2,320	2,820	500
4460 - Other Materials & Supplies	113,938	146,300	148,300	218,000	69,700
4500 - Education and Training	780	24,670	26,740	29,120	2,380
4720 - Conference Travel & Expenses	19,820	43,500	66,000	52,300	(13,700)
4815 - Repair & Maint - Equipment	6,982	50,500	32,100	36,500	4,400
4910 - Miscellaneous Fees & Registration	11,013	18,400	21,900	26,700	4,800
8050 - Equipment (under \$5,000)	19,762	27,525	52,290	67,450	15,160
Materials, Supplies and Services	5,576,642	6,507,535	8,100,050	9,941,600	1,841,550
1270 - General Plant & Equip (over \$5,000)	5,288	50,000	155,500	33,000	(122,500)
Equipment	5,288	50,000	155,500	33,000	(122,500)
Total WQ - Water Quality	7,238,850	8,563,935	10,235,950	12,221,600	1,985,650

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**Board of Water Supply
Operating Budget
Fiscal Year 2021**

WQ - Water Quality

5250 - Water Quality Administration

Section's Activity

Administers the department's compliance with all safe drinking water regulations, environmental laws, rules and regulations.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	332,720	346,600	405,300	407,300	2,000
Personnel Services	332,720	346,600	405,300	407,300	2,000
4160 - Meals; Mileage & Uniform Allowances	10	0	0	10	10
4250 - Other Contractual Services	37,800	2,115,500	3,600	3,600	0
4251 - Software Licenses and Maintenance	0	0	0	0	0
4270 - Professional Services	3,896,725	3,100,000	6,770,000	8,575,000	1,805,000
4430 - Miscellaneous Supplies	1,951	500	500	1,000	500
4460 - Other Materials & Supplies	414	300	300	76,000	75,700
4500 - Education and Training	530	21,620	21,800	21,800	0
4720 - Conference Travel & Expenses	16,774	32,400	47,900	32,700	(15,200)
4910 - Miscellaneous Fees & Registration	0	1,800	1,800	2,000	200
8050 - Equipment (under \$5,000)	0	0	5,000	0	(5,000)
Materials, Supplies and Services	3,954,204	5,272,120	6,850,900	8,712,110	1,861,210
1270 - General Plant & Equip (over \$5,000)	0	0	75,000	0	(75,000)
Equipment	0	0	75,000	0	(75,000)
Total Water Quality Administration	4,286,924	5,618,720	7,331,200	9,119,410	1,788,210

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**Board of Water Supply
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WQ - Water Quality

5251 - Chemical Laboratory

Section's Activity

The Chemical Laboratory performs required water quality testing and monitoring to conform to federal and state regulations; monitors proposed rules for departmental impact. Supports the department's operational testing requirements and special water quality studies.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	549,460	600,500	576,200	552,000	(24,200)
4120 - Overtime	40,045	25,000	25,000	50,000	25,000
4130 - Miscellaneous (Payroll)	8,918	0	0	40,000	40,000
Personnel Services	598,422	625,500	601,200	642,000	40,800
4160 - Meals; Mileage & Uniform Allowances	935	2,000	2,000	1,200	(800)
4250 - Other Contractual Services	569,611	786,800	665,800	662,300	(3,500)
4270 - Professional Services	700,000	0	100,000	140,000	40,000
4430 - Miscellaneous Supplies	0	1,820	1,820	1,820	0
4460 - Other Materials & Supplies	29,279	40,000	42,000	40,000	(2,000)
4500 - Education and Training	250	620	740	1,720	980
4720 - Conference Travel & Expenses	500	6,300	6,300	6,300	0
4815 - Repair & Maint - Equipment	1,591	30,000	10,000	15,000	5,000
4910 - Miscellaneous Fees & Registration	2,108	7,500	7,500	7,500	0
8050 - Equipment (under \$5,000)	1,321	4,700	7,390	8,050	660
Materials, Supplies and Services	1,305,596	879,740	843,550	883,890	40,340
1270 - General Plant & Equip (over \$5,000)	0	50,000	0	8,000	8,000
Equipment	0	50,000	0	8,000	8,000
Total Chemical Laboratory	1,904,018	1,555,240	1,444,750	1,533,890	89,140

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**Board of Water Supply
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Fiscal Year 2021**

WQ - Water Quality

5252 - Microbiological Laboratory

Section's Activity

The Microbiological Laboratory performs the required bacteriological water quality testing and monitoring to conform to federal and state regulations; monitors proposed rules for departmental impact. Supports the department's operational testing requirements and special water quality studies

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	459,674	508,900	515,900	618,800	102,900
4120 - Overtime	18,686	120,000	120,000	120,000	0
4130 - Miscellaneous (Payroll)	0	0	1,000	30,000	29,000
Personnel Services	478,360	628,900	636,900	768,800	131,900
4160 - Meals; Mileage & Uniform Allowances	1,427	5,000	5,000	5,000	0
4250 - Other Contractual Services	108,751	140,100	5,500	5,600	100
4251 - Software Licenses and Maintenance	76,830	30,000	85,000	0	(85,000)
4270 - Professional Services	0	0	100,000	100,000	0
4460 - Other Materials & Supplies	36,669	56,000	56,000	58,000	2,000
4500 - Education and Training	0	2,430	4,200	5,600	1,400
4720 - Conference Travel & Expenses	2,547	4,800	11,800	13,300	1,500
4815 - Repair & Maint - Equipment	3,235	4,000	4,000	4,000	0
4910 - Miscellaneous Fees & Registration	7,115	6,900	9,100	14,200	5,100
8050 - Equipment (under \$5,000)	7,511	10,600	12,000	4,900	(7,100)
Materials, Supplies and Services	244,085	259,830	292,600	210,600	(82,000)
1270 - General Plant & Equip (over \$5,000)	5,288	0	80,500	20,000	(60,500)
Equipment	5,288	0	80,500	20,000	(60,500)
Total Microbiological Laboratory	727,733	888,730	1,010,000	999,400	(10,600)

Budget Highlights

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**Board of Water Supply
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WQ - Water Quality

5255 - Cross-Connection Control

Section's Activity

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	159,013	285,400	187,000	278,900	91,900
4120 - Overtime	88,404	120,000	150,000	150,000	0
Personnel Services	247,417	405,400	337,000	428,900	91,900
4160 - Meals; Mileage & Uniform Allowances	3,440	7,000	7,000	7,000	0
4250 - Other Contractual Services	6,867	7,920	6,500	9,000	2,500
4460 - Other Materials & Supplies	47,575	50,000	50,000	44,000	(6,000)
4815 - Repair & Maint - Equipment	2,156	16,500	18,100	17,500	(600)
4910 - Miscellaneous Fees & Registration	1,791	2,200	3,500	3,000	(500)
8050 - Equipment (under \$5,000)	10,929	12,225	27,900	54,500	26,600
Materials, Supplies and Services	72,758	95,845	113,000	135,000	22,000
1270 - General Plant & Equip (over \$5,000)	0	0	0	5,000	5,000
Equipment	0	0	0	5,000	5,000
Total Cross-Connection Control	320,174	501,245	450,000	568,900	118,900

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**Board of Water Supply
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Fiscal Year 2021**

CC - Customer Care

Division/Office's Activity

The Customer Care Division handles contacts with customers; prepares applications and contracts for water service; designs service connections; and maintains accounts receivable; investigates consumers' service problems; and collects water and sewer bills. It is responsible for reviewing development construction plans, specifications, and reports for conformity with BWS standards; reviewing requests concerning the availability of water; and administering rules and regulations on cross-connection control and environmental requirements.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	3,106,618	4,128,400	3,747,100	4,028,900	281,800
4120 - Overtime	226,348	406,300	437,100	451,000	13,900
4130 - Miscellaneous (Payroll)	46,480	100,000	194,000	116,000	(78,000)
Personnel Services	3,379,446	4,634,700	4,378,200	4,595,900	217,700
4160 - Meals; Mileage & Uniform Allowances	18,255	26,950	29,540	29,560	20
4220 - Collection Fees	343,587	678,000	850,000	876,000	26,000
4250 - Other Contractual Services	50,343	57,950	139,200	66,645	(72,555)
4267 - Printed forms	0	5,000	5,000	5,000	0
4410 - Gasoline	0	0	0	0	0
4430 - Miscellaneous Supplies	5,873	29,400	19,200	17,200	(2,000)
4460 - Other Materials & Supplies	17,581	9,200	11,700	14,000	2,300
4470 - Parts and Accessories	325	0	0	0	0
4480 - Postage	0	0	15,000	15,600	600
4500 - Education and Training	13,045	41,800	59,000	13,800	(45,200)
4720 - Conference Travel & Expenses	350	6,000	7,000	0	(7,000)
4815 - Repair & Maint - Equipment	660	9,400	6,000	6,000	0
4910 - Miscellaneous Fees & Registration	0	2,600	2,600	8,400	5,800
8050 - Equipment (under \$5,000)	29,019	42,200	44,700	33,700	(11,000)
Materials, Supplies and Services	479,039	908,500	1,188,940	1,085,905	(103,035)
1270 - General Plant & Equip (over \$5,000)	195,066	363,000	56,000	10,000	(46,000)
Equipment	195,066	363,000	56,000	10,000	(46,000)
Total CC - Customer Care	4,053,550	5,906,200	5,623,140	5,691,805	68,665

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CC - Customer Care

5300 - Customer Care Administration

Section's Activity

Administers the affairs of the Customer Care Administration Section; provides clerical support to sections.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	234,262	285,600	298,700	266,300	(32,400)
4120 - Overtime	5,755	2,500	5,100	6,000	900
Personnel Services	240,017	288,100	303,800	272,300	(31,500)
4160 - Meals; Mileage & Uniform Allowances	282	50	240	200	(40)
4250 - Other Contractual Services	3,103	3,600	79,600	5,620	(73,980)
4430 - Miscellaneous Supplies	5,772	15,000	15,000	13,800	(1,200)
4460 - Other Materials & Supplies	9,877	0	0	0	0
4480 - Postage	0	0	0	0	0
4500 - Education and Training	13,045	33,000	50,000	12,000	(38,000)
4720 - Conference Travel & Expenses	350	6,000	7,000	0	(7,000)
4910 - Miscellaneous Fees & Registration	0	600	600	400	(200)
8050 - Equipment (under \$5,000)	0	0	0	2,700	2,700
Materials, Supplies and Services	32,430	58,250	152,440	34,720	(117,720)
1270 - General Plant & Equip (over \$5,000)	177,516	363,000	0	0	0
Equipment	177,516	363,000	0	0	0
Total Customer Care Administration	449,963	709,350	456,240	307,020	(149,220)

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**Board of Water Supply
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CC - Customer Care

5310 - Collection and Credit

Section's Activity

The Collection and Credit Section formulates and establishes collection and credit practices and procedures; maintains the cashiering service for payment of water and sewer bills; processes payments made by mail and through charge cards, E-bill, automatic bill payment, and Satellite City Halls; maintains records of delinquent and inactive accounts; performs all field collection and customer service work required to maintain an effective billing and collection program.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	496,819	820,000	687,500	842,800	155,300
4120 - Overtime	9,688	7,800	12,000	15,000	3,000
4130 - Miscellaneous (Payroll)	25,225	40,000	57,000	30,000	(27,000)
Personnel Services	531,732	867,800	756,500	887,800	131,300
4160 - Meals; Mileage & Uniform Allowances	1,331	3,600	3,600	4,260	660
4220 - Collection Fees	343,587	678,000	850,000	876,000	26,000
4250 - Other Contractual Services	10,547	12,600	17,000	18,425	1,425
4267 - Printed forms	0	5,000	5,000	5,000	0
4430 - Miscellaneous Supplies	101	9,000	4,200	3,400	(800)
4460 - Other Materials & Supplies	51	0	0	1,500	1,500
4480 - Postage	0	0	15,000	15,600	600
4500 - Education and Training	0	6,800	6,000	1,800	(4,200)
4815 - Repair & Maint - Equipment	660	3,400	0	0	0
8050 - Equipment (under \$5,000)	1,515	7,700	1,200	6,000	4,800
Materials, Supplies and Services	357,793	726,100	902,000	931,985	29,985
1270 - General Plant & Equip (over \$5,000)	17,550	0	36,000	0	(36,000)
Equipment	17,550	0	36,000	0	(36,000)
Total Collection and Credit	907,075	1,593,900	1,694,500	1,819,785	125,285

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**Board of Water Supply
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Fiscal Year 2021**

CC - Customer Care

5320 - Service Engineering

Section's Activity

The Service Engineering Section receives and processes applications for new water service and for relocating or altering water service facilities; renews and approves building permit applications for various types of developments; designs service connections, reviews development and construction plans for water service facilities, maintains maps and records of water distribution and service facilities; performs drafting work for the division; conducts special water service studies; administers water system facilities charges.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	353,267	477,800	492,800	377,700	(115,100)
4120 - Overtime	4,938	6,000	10,000	20,000	10,000
4130 - Miscellaneous (Payroll)	0	0	53,000	0	(53,000)
Personnel Services	358,205	483,800	555,800	397,700	(158,100)
4160 - Meals; Mileage & Uniform Allowances	0	800	600	0	(600)
4220 - Collection Fees	0	0	0	0	0
4250 - Other Contractual Services	533	750	600	600	0
4460 - Other Materials & Supplies	0	1,200	1,200	2,000	800
8050 - Equipment (under \$5,000)	539	4,500	0	0	0
Materials, Supplies and Services	1,072	7,250	2,400	2,600	200
Total Service Engineering	359,277	491,050	558,200	400,300	(157,900)

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**Board of Water Supply
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CC - Customer Care

5325 - Cross-Connection Control

Section's Activity

The Cross-Connection Control Section manages and implements the Department's Cross-Connection Control Program; reviews construction plans for cross-connection control requirements; conducts agricultural rate inspections; inspects backflow prevention assembly installations; administers the annual backflow prevention assembly testing program; conducts the backflow prevention assembly tester training course; tests and maintains the Department's backflow prevention assemblies; performs public outreach/education on cross-connection control and backflow prevention.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	0	0	0	0	0
4120 - Overtime	0	0	0	0	0
Personnel Services	0	0	0	0	0
4160 - Meals; Mileage & Uniform Allowances	0	0	0	0	0
4250 - Other Contractual Services	0	0	0	0	0
4460 - Other Materials & Supplies	0	0	0	0	0
4910 - Miscellaneous Fees & Registration	0	0	0	0	0
8050 - Equipment (under \$5,000)	0	0	0	0	0
Materials, Supplies and Services	0	0	0	0	0
Total Cross-Connection Control	0	0	0	0	0

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**Board of Water Supply
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Fiscal Year 2021**

CC - Customer Care

5330 - Customer Service and Records

Section's Activity

Customer Service and Records Section services customers' applications requiring reestablishment, discontinuance or transfer of services; maintains customer records for billing purposes; initiates field investigations; reviews governmental agency water service contracts; prepares statistical reports on services and handles inquiries and complaints regarding BWS operations, policies, rates and high water bills. Assists other BWS personnel in other divisions with information, statistics, and status of accounts via computer terminals and services files.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	889,822	1,283,200	1,129,000	1,287,800	158,800
4120 - Overtime	7,008	30,000	50,000	50,000	0
4130 - Miscellaneous (Payroll)	8,205	0	25,000	27,000	2,000
Personnel Services	905,036	1,313,200	1,204,000	1,364,800	160,800
4160 - Meals; Mileage & Uniform Allowances	3,048	2,500	2,700	2,700	0
4430 - Miscellaneous Supplies	0	5,000	0	0	0
4460 - Other Materials & Supplies	0	0	0	0	0
4500 - Education and Training	0	2,000	3,000	0	(3,000)
8050 - Equipment (under \$5,000)	0	0	3,000	0	(3,000)
Materials, Supplies and Services	3,048	9,500	8,700	2,700	(6,000)
Total Customer Service and Records	908,084	1,322,700	1,212,700	1,367,500	154,800

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**Board of Water Supply
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Fiscal Year 2021**

CC - Customer Care

5350 - Investigation

Section's Activity

The Investigation Section investigates and determines causes of abnormalities, interruptions and reductions in water supply; investigates consumer complaints; locates underground piping systems; locates leaks; inspects water services for conformance to the department's rules and regulations; and obtains field data on water services.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	1,132,447	1,261,800	1,139,100	1,254,300	115,200
4120 - Overtime	198,958	360,000	360,000	360,000	0
4130 - Miscellaneous (Payroll)	13,050	60,000	59,000	59,000	0
Personnel Services	1,344,455	1,681,800	1,558,100	1,673,300	115,200
4160 - Meals; Mileage & Uniform Allowances	13,593	20,000	22,400	22,400	0
4250 - Other Contractual Services	36,160	41,000	42,000	42,000	0
4410 - Gasoline	0	0	0	0	0
4430 - Miscellaneous Supplies	0	400	0	0	0
4460 - Other Materials & Supplies	7,654	8,000	10,500	10,500	0
4470 - Parts and Accessories	325	0	0	0	0
4815 - Repair & Maint - Equipment	0	6,000	6,000	6,000	0
4910 - Miscellaneous Fees & Registration	0	2,000	2,000	8,000	6,000
8050 - Equipment (under \$5,000)	26,964	30,000	40,500	25,000	(15,500)
Materials, Supplies and Services	84,696	107,400	123,400	113,900	(9,500)
1270 - General Plant & Equip (over \$5,000)	0	0	20,000	10,000	(10,000)
Equipment	0	0	20,000	10,000	(10,000)
Total Investigation	1,429,151	1,789,200	1,701,500	1,797,200	95,700

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**Board of Water Supply
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Fiscal Year 2021**

LAND - Land

Section's Activity

The Land Division is responsible for acquiring real property and real property interests by purchase, eminent domain, license, lease or otherwise, conducts title searches; prepares or secures surveys, maps and descriptions for real property transactions; makes and/or contracts for land appraisals and analyzes those prepared by others; contracts and negotiates with private parties and government agencies to acquire real property and real property interests; prepares, checks and processes deeds, grants of easement, licenses, leases, agreements and other documents through to final execution and recordation; manages all real property and real property interests under the jurisdiction of the department, including recommendations on land use policies and carrying out the disposition of real property and real property interests, licenses, leases, etc.; and keeps abreast of laws and court decisions affecting real property rights and values.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	244,493	302,300	253,100	285,300	32,200
4120 - Overtime	19,220	19,100	21,500	24,300	2,800
4130 - Miscellaneous (Payroll)	0	0	0	0	0
Personnel Services	263,714	321,400	274,600	309,600	35,000
4160 - Meals; Mileage & Uniform Allowances	220	0	1,000	1,000	0
4210 - Appraisals; Title Searches & Related Costs	54,994	452,500	452,500	222,500	(230,000)
4250 - Other Contractual Services	13,748	19,200	14,300	14,300	0
4270 - Professional Services	0	0	0	1,200,000	1,200,000
4430 - Miscellaneous Supplies	551	600	600	600	0
4460 - Other Materials & Supplies	0	0	0	0	0
4480 - Postage	0	200	200	700	500
4500 - Education and Training	0	0	0	0	0
4720 - Conference Travel & Expenses	0	0	400	0	(400)
4815 - Repair & Maint - Equipment	0	0	0	240	240
4910 - Miscellaneous Fees & Registration	20,312	19,200	20,500	20,400	(100)
5710 - Rent	0	0	56,000	0	(56,000)
8050 - Equipment (under \$5,000)	0	0	500	0	(500)
Materials, Supplies and Services	89,825	491,700	546,000	1,459,740	913,740
1270 - General Plant & Equip (over \$5,000)	0	40,000	0	0	0
Equipment	0	40,000	0	0	0
Total Land	353,539	853,100	820,600	1,769,340	948,740

Budget Highlights

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WR - Water Resources

Division/Office's Activity

The Water Resources Division administers and coordinates long range planning and the capital program; conducts continuous hydrologic and geologic monitoring; conducts hydraulic water system analysis for infrastructure improvements and operational efficiency; administers and coordinates the review of development related proposals for the availability of water and water system adequacy; and administers the water conservation and recycled water programs.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	2,134,310	2,373,600	2,465,500	2,494,300	28,800
4120 - Overtime	86,256	100,291	132,079	154,545	22,466
4130 - Miscellaneous (Payroll)	300	3,348	3,617	4,047	430
Personnel Services	2,220,866	2,477,239	2,601,196	2,652,892	51,696
4160 - Meals; Mileage & Uniform Allowances	4,127	3,330	5,010	5,320	310
4250 - Other Contractual Services	2,036,305	1,060,300	2,137,459	1,355,420	(782,039)
4255 - Other Services	81,735	680,075	811,615	944,258	132,643
4265 - Printing	0	1,000	1,000	1,000	0
4270 - Professional Services	0	900,000	1,380,000	1,500,000	120,000
4430 - Miscellaneous Supplies	8,157	10,000	10,000	10,000	0
4460 - Other Materials & Supplies	67,297	48,000	38,000	59,200	21,200
4470 - Parts and Accessories	10	0	0	0	0
4480 - Postage	124	480	480	480	0
4500 - Education and Training	3,202	14,600	24,530	12,030	(12,500)
4680 - Telephone	0	0	0	2,400	2,400
4720 - Conference Travel & Expenses	24,943	69,105	63,910	69,470	5,560
4810 - Repair & Maint - Recycled Water Plt	715,314	948,442	3,480,527	1,889,751	(1,590,776)
4815 - Repair & Maint - Equipment	4,385	31,600	31,600	31,330	(270)
4910 - Miscellaneous Fees & Registration	75	1,200	11,200	11,200	0
4920 - Non-Potable Water Trtmnt Plt Costs	4,653,418	4,638,520	4,668,060	4,662,868	(5,192)
4940 - US Geol Surv (USGS) CoOp Invest	59,531	72,000	72,000	790,000	718,000
8050 - Equipment (under \$5,000)	7,403	81,300	235,000	74,000	(161,000)
Materials, Supplies and Services	7,666,025	8,559,952	12,970,391	11,418,727	(1,551,664)
1270 - General Plant & Equip (over \$5,000)	5,390	85,000	90,000	90,000	0
Equipment	5,390	85,000	90,000	90,000	0
Total WR - Water Resources	9,892,281	11,122,191	15,661,587	14,161,619	(1,499,968)

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**Board of Water Supply
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WR - Water Resources

5450 - Water Resources Administration

Section's Activity

The Water Resources Administration Section coordinates and directs the activities of the Division to meet the departmental requirements for water system and water resources management and development, conservation and protection; advises and keeps management informed on water resources and administers the pertinent rules and regulations.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	367,488	378,500	367,300	377,200	9,900
4120 - Overtime	0	2,000	2,000	2,000	0
4130 - Miscellaneous (Payroll)	300	0	0	0	0
Personnel Services	367,788	380,500	369,300	379,200	9,900
4160 - Meals; Mileage & Uniform Allowances	40	0	0	0	0
4250 - Other Contractual Services	855,699	753,600	1,900,000	900,000	(1,000,000)
4430 - Miscellaneous Supplies	6,906	10,000	10,000	10,000	0
4480 - Postage	0	0	0	0	0
4500 - Education and Training	0	0	0	0	0
4720 - Conference Travel & Expenses	937	9,950	6,700	7,610	910
4815 - Repair & Maint - Equipment	762	200	200	200	0
4910 - Miscellaneous Fees & Registration	0	0	10,000	10,000	0
Materials, Supplies and Services	864,344	773,750	1,926,900	927,810	(999,090)
Total Water Resources Administration	1,232,132	1,154,250	2,296,200	1,307,010	(989,190)

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**Board of Water Supply
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WR - Water Resources

5470 - Water System Planning

Section's Activity

The Water Systems Planning Section supports the functions of the Water Resources Division and other divisions by analyzing the feasibility of proposed capital projects and water system improvements using computer hydraulic models; verifying source contribution for the annual Consumer Confidence Report; developing specialized computer hydraulic models and analyzing operational scenarios; implementing/ assisting with the investigation and resolution of customer complaints of inadequate water service; coordinating the acquisition and evaluation of private water systems; and gathering real-time operational data for analysis and evaluation

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	299,070	347,900	366,900	350,300	(16,600)
4120 - Overtime	3,494	7,438	7,438	8,645	1,207
Personnel Services	302,564	355,338	374,338	358,945	(15,393)
4160 - Meals; Mileage & Uniform Allowances	341	880	880	880	0
4250 - Other Contractual Services	480	75,960	960	11,920	10,960
4430 - Miscellaneous Supplies	8	0	0	0	0
4460 - Other Materials & Supplies	1,039	1,500	1,500	1,500	0
4480 - Postage	89	480	480	480	0
4500 - Education and Training	777	8,060	18,670	8,670	(10,000)
4720 - Conference Travel & Expenses	3,711	13,330	11,350	13,170	1,820
4815 - Repair & Maint - Equipment	2,818	7,400	7,400	7,130	(270)
8050 - Equipment (under \$5,000)	6,019	4,650	6,000	0	(6,000)
Materials, Supplies and Services	15,281	112,260	47,240	43,750	(3,490)
Total Water System Planning	317,845	467,598	421,578	402,695	(18,883)

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**Board of Water Supply
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WR - Water Resources

5472 - Water Conservation

Section's Activity

Directs the water conservation activities of the department; Conducts the planning, engineering, research, development, and implementation of the department's external (demand-side) and internal (infrastructure) conservation programs, including water facilities energy conservation and efficiency programs and recycled and other nonpotable water programs.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	409,847	484,000	491,200	455,600	(35,600)
4120 - Overtime	42,828	41,205	41,205	41,205	0
Personnel Services	452,676	525,205	532,405	496,805	(35,600)
4160 - Meals; Mileage & Uniform Allowances	1,823	1,150	1,150	1,150	0
4250 - Other Contractual Services	3,023	1,920	0	0	0
4255 - Other Services	0	0	0	0	0
4270 - Professional Services	0	900,000	1,380,000	1,500,000	120,000
4430 - Miscellaneous Supplies	102	0	0	0	0
4460 - Other Materials & Supplies	50,929	20,450	10,450	15,450	5,000
4500 - Education and Training	0	1,600	1,600	1,600	0
4720 - Conference Travel & Expenses	11,912	23,200	17,300	24,750	7,450
8050 - Equipment (under \$5,000)	0	150	130,000	0	(130,000)
Materials, Supplies and Services	67,789	948,470	1,540,500	1,542,950	2,450
1270 - General Plant & Equip (over \$5,000)	5,390	0	0	0	0
Equipment	5,390	0	0	0	0
Total Water Conservation	525,855	1,473,675	2,072,905	2,039,755	(33,150)

Budget Highlights

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**Board of Water Supply
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WR - Water Resources

5475 - Recycled Water

Section's Activity

The Recycled Water Program is responsible for the treatment and distribution of recycled water for beneficial reuse island-wide; the construction, acquisition, and operation of recycled water treatment and distribution infrastructure; long-term service and support agreements with large water users; and to conduct research and provide public outreach to promote acceptance of recycled water.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4250 - Other Contractual Services	121,044	144,000	144,000	168,000	24,000
4810 - Repair & Maint - Recycled Water Plt	715,314	948,442	3,480,527	1,889,751	(1,590,776)
4920 - Non-Potable Water Trtmnt Plt Costs	4,653,418	4,638,520	4,668,060	4,662,868	(5,192)
Materials, Supplies and Services	5,489,777	5,730,962	8,292,587	6,720,619	(1,571,968)
Total Recycled Water	5,489,777	5,730,962	8,292,587	6,720,619	(1,571,968)

Budget Highlights

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**Board of Water Supply
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Fiscal Year 2021**

WR - Water Resources

5480 - Hydrology-Geology

Section's Activity

The Hydrology-Geology Section is responsible for water resource monitoring and evaluation. The section collects and analyzes hydrologic and geologic data to manage resources, to identify new sources, to determine capacity of groundwater resources and aquifer properties. Plans and specifications are prepared for the drilling, testing, and sealing of wells of varying utility. The data collection unit collects rainfall, production and water level data, and conducts geophysical well profiles. These compiled data as well as hydrologic advice provided by staff is given to other sections, units, agencies and the public as requested. The data is used for the preparation of source development and management reports and studies. Watershed related programs and activities are administered through the watershed coordinator

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	397,652	436,700	489,300	526,800	37,500
4120 - Overtime	16,523	32,548	34,436	41,195	6,759
4130 - Miscellaneous (Payroll)	0	3,348	3,617	4,047	430
Personnel Services	414,175	472,596	527,353	572,042	44,689
4160 - Meals; Mileage & Uniform Allowances	437	1,000	1,000	1,000	0
4250 - Other Contractual Services	1,056,059	84,320	91,999	275,000	183,001
4255 - Other Services	81,735	680,075	811,615	944,258	132,643
4265 - Printing	0	1,000	1,000	1,000	0
4430 - Miscellaneous Supplies	20	0	0	0	0
4460 - Other Materials & Supplies	15,296	25,000	25,000	41,200	16,200
4470 - Parts and Accessories	10	0	0	0	0
4480 - Postage	35	0	0	0	0
4500 - Education and Training	2,426	2,900	3,000	500	(2,500)
4680 - Telephone	0	0	0	2,400	2,400
4720 - Conference Travel & Expenses	130	12,000	14,250	12,500	(1,750)
4815 - Repair & Maint - Equipment	805	24,000	24,000	24,000	0
4910 - Miscellaneous Fees & Registration	75	1,200	1,200	1,200	0
4940 - US Geol Surv (USGS) CoOp Invest	59,531	72,000	72,000	790,000	718,000
8050 - Equipment (under \$5,000)	1,384	75,500	98,000	73,000	(25,000)
Materials, Supplies and Services	1,217,941	978,995	1,143,064	2,166,058	1,022,994
1270 - General Plant & Equip (over \$5,000)	0	85,000	90,000	90,000	0
Equipment	0	85,000	90,000	90,000	0
Total Hydrology-Geology	1,632,116	1,536,591	1,760,417	2,828,100	1,067,683

Budget Highlights

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WR - Water Resources

5490 - Project Review

Section's Activity

The Project Review Section reviews all requests concerning the availability of water; reviews all water master plans of private and public developments; provides system pressure and flow data; evaluates existing system facilities to ascertain capacities required to support proposed private and public developments; and maintains the files of outstanding water commitments

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	273,560	274,000	308,900	337,400	28,500
4120 - Overtime	1,374	3,600	3,600	4,800	1,200
Personnel Services	274,934	277,600	312,500	342,200	29,700
4160 - Meals; Mileage & Uniform Allowances	66	0	150	300	150
4430 - Miscellaneous Supplies	0	0	0	0	0
4460 - Other Materials & Supplies	0	400	400	400	0
4500 - Education and Training	0	1,200	630	630	0
4720 - Conference Travel & Expenses	4,009	3,275	2,400	5,120	2,720
Materials, Supplies and Services	4,075	4,875	3,580	6,450	2,870
Total Project Review	279,009	282,475	316,080	348,650	32,570

Budget Highlights

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WR - Water Resources

5495 - Long Range Planning

Section's Activity

The Long-Range Planning Section develops master and long-range plans for water system improvements to meet departmental goals and objectives; prepares population projections and estimates of future water requirements; and prepares, prioritizes, and justifies related Capital Program projects.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	386,693	452,500	441,900	447,000	5,100
4120 - Overtime	22,037	13,500	43,400	56,700	13,300
Personnel Services	408,729	466,000	485,300	503,700	18,400
4160 - Meals; Mileage & Uniform Allowances	1,419	300	1,830	1,990	160
4250 - Other Contractual Services	0	500	500	500	0
4430 - Miscellaneous Supplies	1,121	0	0	0	0
4460 - Other Materials & Supplies	33	650	650	650	0
4500 - Education and Training	0	840	630	630	0
4720 - Conference Travel & Expenses	4,243	7,350	11,910	6,320	(5,590)
8050 - Equipment (under \$5,000)	0	1,000	1,000	1,000	0
Materials, Supplies and Services	6,817	10,640	16,520	11,090	(5,430)
Total Long Range Planning	415,547	476,640	501,820	514,790	12,970

Budget Highlights

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FO - Field Operations

Division/Office's Activity

The Field Operations Division is responsible for the maintenance of all waterworks facilities, including all pipelines, valves, fire hydrants, meters, AMR components and corporation yards; maintaining all grounds; installing, maintaining, and repairing service connections; maintaining office buildings and physical control of the storerooms and storage yards.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	10,809,024	12,927,100	14,164,200	14,880,700	716,500
4120 - Overtime	1,706,144	1,724,600	1,712,000	2,470,000	758,000
4130 - Miscellaneous (Payroll)	475,716	1,108,000	1,012,000	993,800	(18,200)
Personnel Services	12,990,884	15,759,700	16,888,200	18,344,500	1,456,300
1110 - Materials & Supplies (Storeroom)	1,376,405	2,000,000	2,000,000	1,600,000	(400,000)
1120 - Meters (Storeroom)	581,759	1,200,000	1,500,000	2,200,000	700,000
1125 - AMR Materials & Supplies (Storeroom)	17,172	2,000,000	2,000,000	500,000	(1,500,000)
4160 - Meals; Mileage & Uniform Allowances	99,676	125,900	129,500	131,500	2,000
4230 - Emergency & Contracted Road Repairs	6,295,009	7,000,000	8,500,000	6,800,000	(1,700,000)
4250 - Other Contractual Services	416,703	1,088,400	2,463,000	1,612,000	(851,000)
4265 - Printing	2,182	0	0	0	0
4270 - Professional Services	0	50,000	110,000	75,000	(35,000)
4280 - Refuse Collection & Disposal	586,696	840,000	840,000	840,000	0
4410 - Gasoline	0	0	0	0	0
4420 - Hauling Charges	440	160,000	160,000	160,000	0
4430 - Miscellaneous Supplies	9,211	7,500	1,000	10,000	9,000
4460 - Other Materials & Supplies	339,758	283,000	296,200	1,041,000	744,800
4470 - Parts and Accessories	456	0	0	0	0
4480 - Postage	45	0	0	0	0
4500 - Education and Training	5,148	40,000	45,000	45,000	0
4720 - Conference Travel & Expenses	20,293	35,000	40,000	40,000	0
4805 - Repair & Maint - Structures	5,124	60,000	60,000	60,000	0
4815 - Repair & Maint - Equipment	15,877	29,600	33,000	43,000	10,000
4910 - Miscellaneous Fees & Registration	399	0	0	0	0
4915 - Miscellaneous Financial Expenses	170,489	0	0	0	0
4923 - Store Materials & Expense	584,433	700,000	750,000	750,000	0
8050 - Equipment (under \$5,000)	241,273	164,565	157,850	177,815	19,965
Materials, Supplies and Services	10,768,547	15,783,965	19,085,550	16,085,315	(3,000,235)
1270 - General Plant & Equip (over \$5,000)	169,596	100,000	284,000	105,000	(179,000)
Equipment	169,596	100,000	284,000	105,000	(179,000)
Total FO - Field Operations	23,928,027	31,643,665	36,257,750	34,534,815	(1,722,935)

Notes

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FO - Field Operations

5500 - Field Operations Administration

Section's Activity

Administers the affairs of the Field Operations Division.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	653,003	830,500	417,700	467,200	49,500
4120 - Overtime	10,274	15,000	5,000	5,000	0
4130 - Miscellaneous (Payroll)	14,722	30,000	30,000	10,000	(20,000)
Personnel Services	677,999	875,500	452,700	482,200	29,500
4160 - Meals; Mileage & Uniform Allowances	878	3,600	1,000	5,000	4,000
4230 - Emergency & Contracted Road Repairs	0	0	8,500,000	6,800,000	(1,700,000)
4250 - Other Contractual Services	87,114	144,000	450,000	375,000	(75,000)
4270 - Professional Services	0	50,000	110,000	75,000	(35,000)
4280 - Refuse Collection & Disposal	0	0	840,000	840,000	0
4430 - Miscellaneous Supplies	72	0	0	0	0
4460 - Other Materials & Supplies	37	12,000	0	0	0
4480 - Postage	45	0	0	0	0
4500 - Education and Training	4,532	40,000	45,000	45,000	0
4720 - Conference Travel & Expenses	20,293	35,000	40,000	40,000	0
4815 - Repair & Maint - Equipment	0	10,000	0	0	0
4910 - Miscellaneous Fees & Registration	0	0	0	0	0
4915 - Miscellaneous Financial Expenses	170,489	0	0	0	0
8050 - Equipment (under \$5,000)	96,952	60,170	3,000	0	(3,000)
Materials, Supplies and Services	380,411	354,770	9,989,000	8,180,000	(1,809,000)
Total Field Operations Administration	1,058,411	1,230,270	10,441,700	8,662,200	(1,779,500)

Budget Highlights

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FO - Field Operations

5525 - Engineering & Technical Support Section

Section's Activity

The Engineering and Technical Support Section is responsible for the leak detection program; prepares plans and specifications, implements, and inspects the Indefinite Delivery Indefinite Quantity repaving work by contractors; prepares plans and specifications for capital projects under Field Operations' jurisdiction; review plans, specifications, and reports for BWS projects and projects that will be dedicated to BWS; evaluates new materials and equipment for maintenance requirements; and provide engineering support for field crews' work.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	0	0	443,900	477,200	33,300
4120 - Overtime	0	0	10,000	10,000	0
4130 - Miscellaneous (Payroll)	0	0	40,000	40,000	0
Personnel Services	0	0	493,900	527,200	33,300
4160 - Meals; Mileage & Uniform Allowances	0	0	3,500	3,500	0
4250 - Other Contractual Services	0	0	125,000	0	(125,000)
4460 - Other Materials & Supplies	0	0	10,000	10,000	0
4815 - Repair & Maint - Equipment	0	0	10,000	10,000	0
8050 - Equipment (under \$5,000)	0	0	28,500	0	(28,500)
Materials, Supplies and Services	0	0	177,000	23,500	(153,500)
1270 - General Plant & Equip (over \$5,000)	0	0	40,000	65,000	25,000
Equipment	0	0	40,000	65,000	25,000
Total Technical & Operational Support Branch	0	0	710,900	615,700	(95,200)

Budget Highlights

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FO - Field Operations

5552 - Meter Maintenance Section

Section's Activity

The Meter Maintenance Section operates and maintains the meter shop for testing and repairing meters; conducts annual meter and AMR maintenance program; inspects and performs large meter performance tests; repairs or replaces large meters; reviews and evaluates meter technical data; performs meter mastering to optimize meter type, size, and to diagnose problems; and installs and removes temporary fire hydrant meter assemblies.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	942,480	1,045,800	1,216,200	1,435,900	219,700
4120 - Overtime	4,296	120,000	60,000	60,000	0
4130 - Miscellaneous (Payroll)	28,846	36,000	45,000	40,000	(5,000)
Personnel Services	975,622	1,201,800	1,321,200	1,535,900	214,700
1120 - Meters (Storeroom)	581,759	1,200,000	1,500,000	2,200,000	700,000
1125 - AMR Materials & Supplies (Storeroom)	17,172	2,000,000	2,000,000	500,000	(1,500,000)
4160 - Meals; Mileage & Uniform Allowances	1,888	3,000	3,000	3,000	0
4250 - Other Contractual Services	6,224	27,400	25,000	25,000	0
4460 - Other Materials & Supplies	34,176	24,000	30,000	30,000	0
4815 - Repair & Maint - Equipment	2,847	0	0	0	0
8050 - Equipment (under \$5,000)	63,985	10,170	43,700	13,075	(30,625)
Materials, Supplies and Services	708,052	3,264,570	3,601,700	2,771,075	(830,625)
1270 - General Plant & Equip (over \$5,000)	35,000	100,000	244,000	0	(244,000)
Equipment	35,000	100,000	244,000	0	(244,000)
Total Technical & Operational Support Branch	1,718,674	4,566,370	5,166,900	4,306,975	(859,925)

Budget Highlights

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FO - Field Operations

5585 - Storeroom Section

Section's Activity

The Storeroom Section is responsible for physical control of the storerooms and storage yards; coordinates and processes the annual materials contract and stores and disposes of scrap and surplus materials.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	272,032	318,300	312,400	337,700	25,300
4120 - Overtime	4,392	6,000	6,000	5,000	(1,000)
4130 - Miscellaneous (Payroll)	0	30,000	30,000	10,000	(20,000)
Personnel Services	276,424	354,300	348,400	352,700	4,300
1110 - Materials & Supplies (Storeroom)	1,376,405	2,000,000	2,000,000	1,600,000	(400,000)
4160 - Meals; Mileage & Uniform Allowances	1,944	4,000	4,000	4,000	0
4250 - Other Contractual Services	0	0	0	0	0
4265 - Printing	2,182	0	0	0	0
4420 - Hauling Charges	440	160,000	160,000	160,000	0
4460 - Other Materials & Supplies	53,956	70,000	70,000	770,000	700,000
4923 - Store Materials & Expense	584,433	700,000	750,000	750,000	0
8050 - Equipment (under \$5,000)	3,430	7,050	1,800	0	(1,800)
Materials, Supplies and Services	2,022,790	2,941,050	2,985,800	3,284,000	298,200
Total Technical & Operational Support Branch	2,299,214	3,295,350	3,334,200	3,636,700	302,500

Budget Highlights

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FO - Field Operations

5519 - Maintenance Support Branch

Section's Activity

The Maintenance Support Branch directs and coordinates the activities pertaining to the landscaping and maintenance of grounds, and the maintenance of Beretania Complex buildings and corporation yards.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	0	0	228,000	228,600	600
4120 - Overtime	0	0	30,000	40,000	10,000
4130 - Miscellaneous (Payroll)	0	0	59,600	64,800	5,200
Personnel Services	0	0	317,600	333,400	15,800
4160 - Meals; Mileage & Uniform Allowances	0	0	0	0	0
Materials, Supplies and Services	0	0	0	0	0
Total Maintenance Support Branch	0	0	317,600	333,400	15,800

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Budget Highlights

**Board of Water Supply
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FO - Field Operations

5522 - Grounds Section

Section's Activity

The Grounds Sections is responsible for the maintenance of grounds and landscaped areas at Beretania Complex, Halawa Garden, corporation yards, pump stations, reservoirs, and well sites; maintain BWS access roads from vegetation overgrowth; and prepares, implements, and oversees contracts for private contractors to perform major tree trimming and maintenance work at dam sites.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	1,003,405	1,096,300	1,915,700	1,993,000	77,300
4120 - Overtime	54,310	60,000	70,000	50,000	(20,000)
4130 - Miscellaneous (Payroll)	43,197	73,000	60,000	70,000	10,000
Personnel Services	1,100,912	1,229,300	2,045,700	2,113,000	67,300
4160 - Meals; Mileage & Uniform Allowances	3,677	6,000	6,000	6,000	0
4250 - Other Contractual Services	105,310	580,000	1,358,000	1,000,000	(358,000)
4460 - Other Materials & Supplies	38,314	30,000	30,000	40,000	10,000
4470 - Parts and Accessories	0	0	0	0	0
4500 - Education and Training	245	0	0	0	0
4815 - Repair & Maint - Equipment	4,116	4,800	5,000	5,000	0
8050 - Equipment (under \$5,000)	9,373	10,900	11,570	12,800	1,230
Materials, Supplies and Services	161,034	631,700	1,410,570	1,063,800	(346,770)
Total Maintenance Support Branch	1,261,946	1,861,000	3,456,270	3,176,800	(279,470)

Budget Highlights

• 4250 – Other Contractual Services: Tree trimming, maintenance at Nuuanu Reservoir dams, Mauna Olu Reservoir dam, Makaha fire breaks.

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**Board of Water Supply
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FO - Field Operations

5553 - Building Custodial Section

Section's Activity

Maintains Beretania Complex buildings, Kalihi Office buildings, and Kalihi Museum.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	435,225	460,000	434,400	446,900	12,500
4120 - Overtime	14,403	13,200	15,000	30,000	15,000
4130 - Miscellaneous (Payroll)	22,948	9,000	10,000	10,000	0
Personnel Services	472,576	482,200	459,400	486,900	27,500
4160 - Meals; Mileage & Uniform Allowances	1,282	2,400	2,000	0	(2,000)
4250 - Other Contractual Services	4,230	12,000	13,000	13,000	0
4460 - Other Materials & Supplies	18,120	6,000	8,000	8,000	0
4805 - Repair & Maint - Structures	46	10,000	10,000	10,000	0
4815 - Repair & Maint - Equipment	22	0	0	0	0
8050 - Equipment (under \$5,000)	3,142	4,800	1,230	3,180	1,950
Materials, Supplies and Services	26,842	35,200	34,230	34,180	(50)
Total Maintenance Support Branch	499,418	517,400	493,630	521,080	27,450

Budget Highlights

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FO - Field Operations

5535 - Metropolitan Field Services District

Section's Activity

Administers the affairs of the Metropolitan Field Services District. Conducts all emergency repair operations and maintenance work involving the water system and appurtenances within the Metropolitan District, including all mains, valves, service connections, fire hydrants, reservoir disinfection work, and appurtenant concrete work; repair reservoirs and buildings; construct pipelines and miscellaneous projects; conducts Sanitary Survey inspection work; and provides clerical support for Engineering & Technical Support Section (5525), and the Maintenance Support Branch (5519).

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	0	0	4,292,100	4,526,900	234,800
4120 - Overtime	0	0	700,000	1,000,000	300,000
4130 - Miscellaneous (Payroll)	0	0	335,800	358,400	22,600
Personnel Services	0	0	5,327,900	5,885,300	557,400
4160 - Meals; Mileage & Uniform Allowances	0	0	50,000	50,000	0
4250 - Other Contractual Services	0	0	477,000	177,000	(300,000)
4430 - Miscellaneous Supplies	0	0	0	6,000	6,000
4460 - Other Materials & Supplies	0	0	90,000	90,000	0
4805 - Repair & Maint - Structures	0	0	50,000	50,000	0
4815 - Repair & Maint - Equipment	0	0	5,000	15,000	10,000
4910 - Miscellaneous Fees & Registration	0	0	0	0	0
8050 - Equipment (under \$5,000)	0	0	28,400	55,600	27,200
Materials, Supplies and Services	0	0	700,400	443,600	(256,800)
1270 - General Plant & Equip (over \$5,000)	0	0	0	20,000	20,000
Equipment	0	0	0	20,000	20,000
Total Metropolitan Field Services District	0	0	6,028,300	6,348,900	320,600

Budget Highlights

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**Board of Water Supply
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FO - Field Operations

5540 - Suburban Field Services District

Section's Activity

Administers the affairs of the Suburban Field Services Branch. Directs and coordinates the activities pertaining to maintenance of pipelines and appurtenances, building and corporation yards, provides clerical support to sections of the branch (5541 – Manana, 5542 – Wahiawa, 5543 – Waianae, and 5560 Windward).

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	80,548	141,600	95,100	102,600	7,500
4120 - Overtime	382	0	1,000	0	(1,000)
Personnel Services	80,930	141,600	96,100	102,600	6,500
4160 - Meals; Mileage & Uniform Allowances	28	0	0	0	0
4250 - Other Contractual Services	2,112	0	0	1,000	1,000
4430 - Miscellaneous Supplies	0	0	1,000	4,000	3,000
Materials, Supplies and Services	2,140	0	1,000	5,000	4,000
1270 - General Plant & Equip (over \$5,000)	0	0	0	20,000	20,000
Equipment	0	0	0	20,000	20,000
Total Administration Section	83,070	141,600	97,100	127,600	30,500

Budget Highlights

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**Board of Water Supply
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FO - Field Operations

5541 - Manana Section

Section's Activity

Conducts all emergency repair operations and maintenance work involving the water system and appurtenances within the Manana District, including all mains, valves, service connections, fire hydrants, reservoir disinfection work, and appurtenant concrete work; repair reservoirs and buildings; construct pipelines and miscellaneous projects; and conducts Sanitary Survey inspection work.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	1,507,818	1,850,300	1,777,000	1,810,400	33,400
4120 - Overtime	299,976	300,000	300,000	500,000	200,000
4130 - Miscellaneous (Payroll)	69,922	177,000	161,600	142,600	(19,000)
Personnel Services	1,877,716	2,327,300	2,238,600	2,453,000	214,400
4160 - Meals; Mileage & Uniform Allowances	16,206	20,400	20,000	20,000	0
4250 - Other Contractual Services	4,134	15,000	15,000	15,000	0
4460 - Other Materials & Supplies	53,649	30,000	30,000	60,000	30,000
4500 - Education and Training	0	0	0	0	0
4815 - Repair & Maint - Equipment	1,506	6,000	5,000	5,000	0
4910 - Miscellaneous Fees & Registration	40	0	0	0	0
8050 - Equipment (under \$5,000)	11,843	10,600	19,200	55,450	36,250
Materials, Supplies and Services	87,377	82,000	89,200	155,450	66,250
Total Administration Section	1,965,093	2,409,300	2,327,800	2,608,450	280,650

Budget Highlights

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**Board of Water Supply
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FO - Field Operations

5542 - Wahiawa Section

Section's Activity

Conducts all emergency repair operations and maintenance work involving the water distribution system and appurtenances within the Wahiawa District, including all mains, valves, service connections, fire hydrants, reservoir disinfection work, and appurtenant concrete work; repair reservoirs and buildings; construct pipelines and miscellaneous projects; and conducts Sanitary Survey inspection work.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	691,172	667,800	645,300	701,400	56,100
4120 - Overtime	143,541	125,000	155,000	160,000	5,000
4130 - Miscellaneous (Payroll)	30,740	70,000	56,400	56,600	200
Personnel Services	865,452	862,800	856,700	918,000	61,300
4160 - Meals; Mileage & Uniform Allowances	7,363	9,000	11,000	11,000	0
4250 - Other Contractual Services	0	1,400	0	0	0
4410 - Gasoline	0	0	0	0	0
4460 - Other Materials & Supplies	15,041	8,000	8,000	12,000	4,000
4815 - Repair & Maint - Equipment	500	2,000	3,000	3,000	0
4910 - Miscellaneous Fees & Registration	0	0	0	0	0
8050 - Equipment (under \$5,000)	0	11,000	9,900	3,800	(6,100)
Materials, Supplies and Services	22,905	31,400	31,900	29,800	(2,100)
Total Administration Section	888,357	894,200	888,600	947,800	59,200

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**Board of Water Supply
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FO - Field Operations

5543 - Waianae Section

Section's Activity

Conducts all emergency repair operations and maintenance work involving the water distribution system and appurtenances within the Waianae District, including all mains, valves, service connections, fire hydrants, reservoir disinfection work, and appurtenant concrete work; repair reservoirs and buildings; construct pipelines and miscellaneous projects; and conducts Sanitary Survey inspection work.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	647,881	695,800	776,900	796,800	19,900
4120 - Overtime	197,903	190,000	230,000	360,000	130,000
4130 - Miscellaneous (Payroll)	40,658	75,000	81,200	73,800	(7,400)
Personnel Services	886,442	960,800	1,088,100	1,230,600	142,500
4160 - Meals; Mileage & Uniform Allowances	10,877	9,000	17,000	17,000	0
4250 - Other Contractual Services	0	700	0	0	0
4460 - Other Materials & Supplies	5,107	6,000	6,200	7,000	800
4815 - Repair & Maint - Equipment	1,862	2,000	2,500	2,500	0
4910 - Miscellaneous Fees & Registration	40	0	0	0	0
8050 - Equipment (under \$5,000)	4,253	4,500	4,400	19,410	15,010
Materials, Supplies and Services	22,139	22,200	30,100	45,910	15,810
Total Administration Section	908,581	983,000	1,118,200	1,276,510	158,310

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**Board of Water Supply
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FO - Field Operations

5560 - Windward Branch

Section's Activity

Conducts all emergency repair operations and maintenance work involving the water distribution system and appurtenances within the Windward District, including all mains, valves, service connections, fire hydrants, reservoir disinfection work, and appurtenant concrete work; repair reservoirs and buildings; construct pipelines and miscellaneous projects; and conducts Sanitary Survey inspection work.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	1,135,665	1,461,400	1,609,500	1,556,100	(53,400)
4120 - Overtime	128,020	155,000	130,000	250,000	120,000
4130 - Miscellaneous (Payroll)	70,526	153,000	102,400	117,600	15,200
Personnel Services	1,334,211	1,769,400	1,841,900	1,923,700	81,800
4160 - Meals; Mileage & Uniform Allowances	8,615	12,000	12,000	12,000	0
4250 - Other Contractual Services	890	2,500	0	6,000	6,000
4430 - Miscellaneous Supplies	0	0	0	0	0
4460 - Other Materials & Supplies	12,804	14,000	14,000	14,000	0
4500 - Education and Training	235	0	0	0	0
4815 - Repair & Maint - Equipment	785	0	2,500	2,500	0
4910 - Miscellaneous Fees & Registration	0	0	0	0	0
8050 - Equipment (under \$5,000)	11,650	14,300	6,150	14,500	8,350
Materials, Supplies and Services	34,978	42,800	34,650	49,000	14,350
Total Administration Section	1,369,189	1,812,200	1,876,550	1,972,700	96,150

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FO - Field Operations

5510 - Distribution Branch Administration

Section's Activity

The Distribution Branch directs and coordinates the activities pertaining to maintenance of pipelines, appurtenances, buildings and corporation yards; coordinates and directs the maintenance of grounds; provides clerical support to sections of the division branch.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	152,188	272,000	0	0	0
4120 - Overtime	1,455	2,400	0	0	0
4130 - Miscellaneous (Payroll)	717	10,000	0	0	0
Personnel Services	154,360	284,400	0	0	0
4160 - Meals; Mileage & Uniform Allowances	131	0	0	0	0
4230 - Emergency & Contracted Road Repairs	6,295,009	7,000,000	0	0	0
4250 - Other Contractual Services	13,080	257,400	0	0	0
4430 - Miscellaneous Supplies	8,870	7,500	0	0	0
4500 - Education and Training	136	0	0	0	0
8050 - Equipment (under \$5,000)	22,823	0	0	0	0
Materials, Supplies and Services	6,340,049	7,264,900	0	0	0
1270 - General Plant & Equip (over \$5,000)	134,596	0	0	0	0
Equipment	134,596	0	0	0	0
Total Distribution Branch Administration	6,629,005	7,549,300	0	0	0

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**Board of Water Supply
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FO - Field Operations

5520 - Administration Unit

Section's Activity

The Maintenance Section (5520 – Administration Unit, 5521 – Hydrant & Valves Unit, and 5522 – Grounds and Landscaping Unit) installs, operates and maintains valves, hydrants and appurtenances, disinfects reservoirs and mains, conducts tapping and pipe cutting operations, maintains the metropolitan gravity system, corporation yards, grounds and landscaped areas; conducts inspections of the distribution system and facilities.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	156,292	173,400	0	0	0
4120 - Overtime	44,113	10,000	0	0	0
4130 - Miscellaneous (Payroll)	5,044	11,000	0	0	0
Personnel Services	205,449	194,400	0	0	0
4160 - Meals; Mileage & Uniform Allowances	2,253	1,500	0	0	0
4230 - Emergency & Contracted Road Repairs	0	0	0	0	0
4250 - Other Contractual Services	156,800	0	0	0	0
4280 - Refuse Collection & Disposal	585,843	840,000	0	0	0
4430 - Miscellaneous Supplies	268	0	0	0	0
4460 - Other Materials & Supplies	8,065	0	0	0	0
4910 - Miscellaneous Fees & Registration	238	0	0	0	0
Materials, Supplies and Services	753,467	841,500	0	0	0
Total Administration Unit	958,917	1,035,900	0	0	0

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**Board of Water Supply
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FO - Field Operations

5521 - Hydrants and Valves

Section's Activity

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	995,001	1,549,000	0	0	0
4120 - Overtime	256,440	230,000	0	0	0
4130 - Miscellaneous (Payroll)	42,700	148,000	0	0	0
Personnel Services	1,294,141	1,927,000	0	0	0
4160 - Meals; Mileage & Uniform Allowances	13,246	15,000	0	0	0
4250 - Other Contractual Services	15,044	0	0	0	0
4460 - Other Materials & Supplies	32,927	35,000	0	0	0
4470 - Parts and Accessories	456	0	0	0	0
4805 - Repair & Maint - Structures	36	0	0	0	0
4815 - Repair & Maint - Equipment	1,407	4,800	0	0	0
8050 - Equipment (under \$5,000)	7,151	23,300	0	0	0
Materials, Supplies and Services	70,268	78,100	0	0	0
Total Hydrants and Valves	1,364,409	2,005,100	0	0	0

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**Board of Water Supply
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FO - Field Operations

5530 - Construction

Section's Activity

The Construction Section conducts all major emergency repair operations involving water mains, reservoirs and appurtenances ; constructs pipelines and appurtenances and miscellaneous projects; conducts all carpentry, masonry and heavy equipment operations.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	1,889,388	1,981,000	0	0	0
4120 - Overtime	499,981	450,000	0	0	0
4130 - Miscellaneous (Payroll)	79,096	219,000	0	0	0
Personnel Services	2,468,464	2,650,000	0	0	0
4160 - Meals; Mileage & Uniform Allowances	27,534	36,000	0	0	0
4250 - Other Contractual Services	21,765	48,000	0	0	0
4280 - Refuse Collection & Disposal	853	0	0	0	0
4460 - Other Materials & Supplies	67,562	48,000	0	0	0
4805 - Repair & Maint - Structures	5,041	50,000	0	0	0
4815 - Repair & Maint - Equipment	2,832	0	0	0	0
4910 - Miscellaneous Fees & Registration	40	0	0	0	0
8050 - Equipment (under \$5,000)	6,672	7,775	0	0	0
Materials, Supplies and Services	132,299	189,775	0	0	0
Total Construction	2,600,763	2,839,775	0	0	0

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**Board of Water Supply
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FO - Field Operations

5550 - District Services

Section's Activity

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4160 - Meals; Mileage & Uniform Allowances	237	0	0	0	0
4910 - Miscellaneous Fees & Registration	41	0	0	0	0
Materials, Supplies and Services	278	0	0	0	0
Total District Services	278	0	0	0	0

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**Board of Water Supply
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Fiscal Year 2021**

FO - Field Operations

5551 - Service Connections

Section's Activity

Service Connections installs new service connections and meters; and maintains, repairs, and renews service connections.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	246,927	383,900	0	0	0
4120 - Overtime	46,658	48,000	0	0	0
4130 - Miscellaneous (Payroll)	26,600	67,000	0	0	0
Personnel Services	320,185	498,900	0	0	0
4160 - Meals; Mileage & Uniform Allowances	3,516	4,000	0	0	0
Materials, Supplies and Services	3,516	4,000	0	0	0
Total Service Connections	323,701	502,900	0	0	0

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CP - Capital Projects

Division/Office's Activity

The Capital Projects Division develops and directs engineering policy and programs to carry out the Department's mission, vision, goals and objectives; formulates and implements the annual Capital Improvement Program budget; develops, implements and maintains programs to address water infrastructure needs; ensures all improvements to the municipal water system are designed and constructed in compliance with the Department's standards and policies; coordinates construction schedules and requirements between operational units and external entities; and provides advisory services to other units and staff services for executive decision-making.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	4,571,873	5,511,000	5,573,900	4,924,500	(649,400)
4120 - Overtime	360,193	490,100	490,100	464,000	(26,100)
4130 - Miscellaneous (Payroll)	4,066	214,000	317,300	27,800	(289,500)
Personnel Services	4,936,132	6,215,100	6,381,300	5,416,300	(965,000)
4160 - Meals; Mileage & Uniform Allowances	16,003	22,500	24,300	17,200	(7,100)
4250 - Other Contractual Services	1,829,949	895,600	917,200	445,200	(472,000)
4260 - Advertising & Publication of Notices	301	5,000	5,000	3,000	(2,000)
4265 - Printing	348	0	0	0	0
4270 - Professional Services	0	0	0	1,500,000	1,500,000
4430 - Miscellaneous Supplies	3,783	3,000	3,000	4,000	1,000
4460 - Other Materials & Supplies	7,599	36,800	41,600	35,800	(5,800)
4500 - Education and Training	6,272	25,250	43,100	33,300	(9,800)
4720 - Conference Travel & Expenses	10,148	21,400	22,000	0	(22,000)
4815 - Repair & Maint - Equipment	3,618	5,300	5,300	5,300	0
4910 - Miscellaneous Fees & Registration	99	850	1,050	400	(650)
8050 - Equipment (under \$5,000)	864	6,200	6,150	0	(6,150)
Materials, Supplies and Services	1,878,982	1,021,900	1,068,700	2,044,200	975,500
1270 - General Plant & Equip (over \$5,000)	(15,284)	113,000	81,000	250,000	169,000
Equipment	(15,284)	113,000	81,000	250,000	169,000
Total CP - Capital Projects	6,799,830	7,350,000	7,531,000	7,710,500	179,500

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CP - Capital Projects

5565 - Administration

Section's Activity

Engineering Administration develops and directs programs involving the planning, design, inspection and execution of all projects that are incorporated into the public water system

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	420,051	523,800	568,300	531,000	(37,300)
4120 - Overtime	8,967	0	0	50,000	50,000
4130 - Miscellaneous (Payroll)	0	0	300	300	0
Personnel Services	429,019	523,800	568,600	581,300	12,700
4160 - Meals, Mileage & Uniform Allowances	158	200	0	500	500
4250 - Other Contractual Services	1,536,207	609,600	619,200	119,200	(500,000)
4260 - Advertising & Publication of Notices	301	5,000	5,000	3,000	(2,000)
4265 - Printing	348	0	0	0	0
4270 - Professional Services	0	0	0	1,500,000	1,500,000
4430 - Miscellaneous Supplies	3,298	2,500	2,500	2,500	0
4460 - Other Materials & Supplies	1,970	23,500	23,500	23,500	0
4500 - Education and Training	1,390	4,650	4,650	0	(4,650)
4720 - Conference Travel & Expenses	540	5,000	2,300	0	(2,300)
4815 - Repair & Maint - Equipment	110	1,000	1,000	1,000	0
4910 - Miscellaneous Fees & Registration	99	350	550	200	(350)
8050 - Equipment (under \$5,000)	864	0	500	0	(500)
Materials, Supplies and Services	1,545,284	651,800	659,200	1,649,900	990,700
1270 - General Plant & Equip (over \$5,000)	0	8,000	8,000	250,000	242,000
Equipment	0	8,000	8,000	250,000	242,000
Total Administration	1,974,302	1,183,600	1,235,800	2,481,200	1,245,400

Budget Highlights

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**Board of Water Supply
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Fiscal Year 2021**

CP - Capital Projects

5570 - Design & Plans Review

Section's Activity

The Design and Plans Review Branch formulates design and construction projects to address the needs of the Department; prepares and reviews plans, specifications, and cost estimates; coordinates and secures all necessary project approvals, permits and clearances for modifications or extensions to the municipal water system; and reviews all public and private construction plans for conformance with the Department's standards and policies and approved water master plans

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	797,267	1,097,300	1,089,800	952,500	(137,300)
4120 - Overtime	37,111	72,000	72,000	50,000	(22,000)
4130 - Miscellaneous (Payroll)	176	14,000	4,000	0	(4,000)
Personnel Services	834,554	1,183,300	1,165,800	1,002,500	(163,300)
4160 - Meals; Mileage & Uniform Allowances	166	2,000	2,000	200	(1,800)
4430 - Miscellaneous Supplies	10	0	0	1,000	1,000
4460 - Other Materials & Supplies	1,790	2,000	2,000	0	(2,000)
4500 - Education and Training	23,560	7,500	7,500	4,000	(3,500)
4720 - Conference Travel & Expenses	2,325	3,800	3,600	0	(3,600)
8050 - Equipment (under \$5,000)	0	3,000	1,400	0	(1,400)
Materials, Supplies and Services	27,851	18,300	16,500	5,200	(11,300)
1270 - General Plant & Equip (over \$5,000)	0	32,000	0	0	0
Equipment	0	32,000	0	0	0
Total Design & Plans Review	862,405	1,233,600	1,182,300	1,007,700	(174,600)

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**Board of Water Supply
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CP - Capital Projects

5575 - Construction

Section's Activity

The Construction Branch administers the Department's construction contracts; plans and coordinates construction schedules; oversees all construction activities associated with projects that impact BWS facilities and assets; and ensures all construction, whether by the BWS or by other public and private interests, is completed in accordance with approved construction and accepted engineering practices in accordance with the Department's standards and policies, and approved construction plans and specifications

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	2,129,303	2,440,800	2,503,400	2,173,600	(329,800)
4120 - Overtime	304,589	413,000	413,000	350,000	(63,000)
4130 - Miscellaneous (Payroll)	3,890	200,000	305,000	0	(305,000)
Personnel Services	2,437,781	3,053,800	3,221,400	2,523,600	(697,800)
4160 - Meals, Mileage & Uniform Allowances	15,547	20,000	22,000	16,000	(6,000)
4250 - Other Contractual Services	20,506	24,000	30,000	30,000	0
4430 - Miscellaneous Supplies	192	500	500	500	0
4460 - Other Materials & Supplies	2,689	6,500	6,500	4,000	(2,500)
4500 - Education and Training	170	6,800	24,050	22,000	(2,050)
4720 - Conference Travel & Expenses	3,782	7,600	9,200	0	(9,200)
4910 - Miscellaneous Fees & Registration	0	500	500	200	(300)
8050 - Equipment (under \$5,000)	0	0	1,500	0	(1,500)
Materials, Supplies and Services	42,885	65,900	94,250	72,700	(21,550)
1270 - General Plant & Equip (over \$5,000)	0	24,000	24,000	0	(24,000)
Equipment	0	24,000	24,000	0	(24,000)
Total Construction	2,480,667	3,143,700	3,339,650	2,596,300	(743,350)

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**Board of Water Supply
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CP - Capital Projects

5580 - Support

Section's Activity

The Engineering Support Branch formulates the Department's annual Capital Improvement Program budget; prepares and administers agreements with public agencies and private developers; prepares and reviews plans, specifications, cost estimates and other necessary documents, and coordinates and secures all necessary project approvals, permits and clearances for the Department's facility repair and replacement construction projects; develops and implements programs for facility renovations, asset replacement, and fire protection improvement; provides technical research, assistance, expertise and advice throughout the Department; and develops and maintains the Department's water system standards and conducts research and product trials to evaluate new materials and equipment.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	624,509	746,200	732,600	674,400	(58,200)
4120 - Overtime	1,909	3,000	3,000	4,000	1,000
4130 - Miscellaneous (Payroll)	0	0	4,000	8,500	4,500
Personnel Services	626,418	749,200	739,600	686,900	(52,700)
4160 - Meals; Mileage & Uniform Allowances	20	100	100	100	0
4250 - Other Contractual Services	16,269	12,000	18,000	21,000	3,000
4430 - Miscellaneous Supplies	283	0	0	0	0
4460 - Other Materials & Supplies	878	3,600	3,600	3,600	0
4500 - Education and Training	(18,848)	4,500	4,500	5,700	1,200
4720 - Conference Travel & Expenses	950	2,500	2,300	0	(2,300)
4815 - Repair & Maint - Equipment	3,508	4,300	4,300	4,300	0
8050 - Equipment (under \$5,000)	0	2,200	1,250	0	(1,250)
Materials, Supplies and Services	3,060	29,200	34,050	34,700	650
1270 - General Plant & Equip (over \$5,000)	0	24,000	24,000	0	(24,000)
Equipment	0	24,000	24,000	0	(24,000)
Total Support	629,478	802,400	797,650	721,600	(76,050)

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**Board of Water Supply
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CP - Capital Projects

5582 - Mechanical and Electrical

Section's Activity

The Mechanical and Electrical Engineering Branch oversees the design and installation of mechanical and electrical equipment and systems throughout the municipal water system; prepares plans, specifications, and cost estimates and coordinates and secures all necessary project approvals, permits and clearances for the construction of electrical and mechanical system installations and pump and motor repairs, renewals and replacement work in accordance with the Department's requirements; provides technical assistance and conducts field inspections, troubleshooting, pilot testing, and final acceptance inspections of mechanical and electrical components; monitors, evaluates, incorporates, and optimizes BWS equipment standards; and provides technical assistance, expertise, and advice on daily operation of pump and power facilities, equipment renewal and upgrade programs, continuity of service, and maintenance.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	600,743	702,900	679,800	593,000	(86,800)
4120 - Overtime	7,616	2,100	2,100	10,000	7,900
4130 - Miscellaneous (Payroll)	0	0	4,000	19,000	15,000
Personnel Services	608,360	705,000	685,900	622,000	(63,900)
4160 - Meals; Mileage & Uniform Allowances	112	200	200	400	200
4250 - Other Contractual Services	256,967	250,000	250,000	275,000	25,000
4460 - Other Materials & Supplies	273	1,200	6,000	4,700	(1,300)
4500 - Education and Training	0	1,800	2,400	1,600	(800)
4720 - Conference Travel & Expenses	2,550	2,500	4,600	0	(4,600)
8050 - Equipment (under \$5,000)	0	1,000	1,500	0	(1,500)
Materials, Supplies and Services	259,902	256,700	264,700	281,700	17,000
1270 - General Plant & Equip (over \$5,000)	(15,284)	25,000	25,000	0	(25,000)
Equipment	(15,284)	25,000	25,000	0	(25,000)
Total Mechanical and Electrical	852,978	986,700	975,600	903,700	(71,900)

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WSO - Water System Operations

Division/Office's Activity

The Water System Operations Division is responsible for the operations and maintenance of pumping and water treatment plant equipment, plant facilities, and communications and electronic control systems. It maintains a 24-hour watch over the department's island-wide water systems and departmental electrical and emergency power supply systems. The unit also purchases, maintains, and repairs the department's vehicles and construction equipment.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	5,038,721	6,174,000	6,169,700	6,591,000	421,300
4120 - Overtime	740,659	650,000	697,000	673,000	(24,000)
4130 - Miscellaneous (Payroll)	62,379	141,300	57,800	150,000	92,200
Personnel Services	5,841,760	6,965,300	6,924,500	7,414,000	489,500
4160 - Meals; Mileage & Uniform Allowances	31,870	35,350	40,200	39,800	(400)
4250 - Other Contractual Services	574,123	312,500	635,900	608,800	(27,100)
4251 - Software Licenses and Maintenance	28,587	19,000	19,000	33,100	14,100
4267 - Printed forms	0	100	300	300	0
4270 - Professional Services	0	150,000	1,200,000	500,000	(700,000)
4410 - Gasoline	800,974	803,200	803,200	803,200	0
4430 - Miscellaneous Supplies	8,787	33,800	18,400	7,600	(10,800)
4440 - Motor Vehicle Parts & Accessories	448,410	452,000	452,000	452,000	0
4460 - Other Materials & Supplies	1,521,960	2,735,200	2,743,400	2,843,000	99,600
4470 - Parts and Accessories	880,760	631,400	732,000	546,800	(185,200)
4480 - Postage	15	0	0	0	0
4500 - Education and Training	8,286	50,900	54,750	50,600	(4,150)
4670 - Telemetering	195,800	240,000	240,000	210,000	(30,000)
4720 - Conference Travel & Expenses	5,034	14,400	17,200	22,100	4,900
4805 - Repair & Maint - Structures	83,744	40,000	40,000	44,000	4,000
4815 - Repair & Maint - Equipment	812,547	1,407,200	1,352,200	839,600	(512,600)
4910 - Miscellaneous Fees & Registration	3,569	3,500	3,500	14,600	11,100
8050 - Equipment (under \$5,000)	184,355	667,000	661,700	289,000	(372,700)
Materials, Supplies and Services	5,588,819	7,595,550	9,013,750	7,304,500	(1,709,250)
1270 - General Plant & Equip (over \$5,000)	3,319,036	4,121,500	6,012,800	5,729,300	(283,500)
Equipment	3,319,036	4,121,500	6,012,800	5,729,300	(283,500)
Total WSO - Water System Operations	14,749,615	18,682,350	21,951,050	20,447,800	(1,503,250)

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WSO - Water System Operations

5600 - Operations Administration

Section's Activity

Administers the affairs of the Water System Operations Division; provides engineering and clerical support to sections within the unit.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	417,045	452,200	434,300	445,700	11,400
4120 - Overtime	51,108	20,000	28,000	40,000	12,000
4130 - Miscellaneous (Payroll)	0	600	600	600	0
Personnel Services	468,153	472,800	462,900	486,300	23,400
4160 - Meals; Mileage & Uniform Allowances	840	600	800	800	0
4250 - Other Contractual Services	17,741	24,000	36,000	32,000	(4,000)
4251 - Software Licenses and Maintenance	0	15,000	15,000	0	(15,000)
4270 - Professional Services	0	150,000	1,200,000	500,000	(700,000)
4430 - Miscellaneous Supplies	4,341	4,800	6,000	6,000	0
4460 - Other Materials & Supplies	9,664	0	0	0	0
4470 - Parts and Accessories	468	0	0	0	0
4500 - Education and Training	350	1,700	1,700	1,500	(200)
4720 - Conference Travel & Expenses	4,384	3,200	2,800	6,500	3,700
4815 - Repair & Maint - Equipment	1,870	0	0	0	0
4910 - Miscellaneous Fees & Registration	1,419	600	600	4,500	3,900
8050 - Equipment (under \$5,000)	6,198	0	0	0	0
Materials, Supplies and Services	47,274	199,900	1,262,900	551,300	(711,600)
Total Operations Administration	515,426	672,700	1,725,800	1,037,600	(688,200)

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**Board of Water Supply
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WSO - Water System Operations

5610 - Plant Operations

Section's Activity

The Pumps Section operates, maintains, repairs and installs equipment of the pumping systems consisting of electrical pumping plants, booster pumping stations, water treatment plants, hydraulic turbine pumping units, water treatment stations, reservoirs, reservoir altitude valves, in-line check and hydraulically-operated butterfly valves and pressure-regulating valves, aerators, meters and gauges, repair shops, buildings and structures, air conditioners, exhaust blowers and fans, auxiliary pumping and water treatment equipment; regulates the water supply within the water distribution systems through the use of a variety of mechanically and electrically-operated supervisory controls; operates the department's after-hour control center; maintains a 24-hour watch over department's island-wide water system.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	407,210	261,500	256,100	308,800	52,700
4120 - Overtime	19,603	9,000	14,000	20,000	6,000
4130 - Miscellaneous (Payroll)	4,000	27,200	1,200	1,200	0
Personnel Services	430,813	297,700	271,300	330,000	58,700
4160 - Meals; Mileage & Uniform Allowances	758	300	700	1,000	300
4250 - Other Contractual Services	269,088	4,800	12,000	0	(12,000)
4251 - Software Licenses and Maintenance	25,912	0	0	28,000	28,000
4430 - Miscellaneous Supplies	2,675	27,000	11,000	1,000	(10,000)
4460 - Other Materials & Supplies	1,288,996	2,433,400	2,465,400	2,600,000	134,600
4470 - Parts and Accessories	14,295	0	0	0	0
4500 - Education and Training	417	1,600	4,800	5,450	650
4720 - Conference Travel & Expenses	650	1,200	5,600	3,000	(2,600)
4805 - Repair & Maint - Structures	83,709	36,000	36,000	40,000	4,000
4815 - Repair & Maint - Equipment	542,119	864,200	838,200	574,600	(263,600)
4910 - Miscellaneous Fees & Registration	1,240	0	0	7,200	7,200
8050 - Equipment (under \$5,000)	5,490	24,000	25,000	2,000	(23,000)
Materials, Supplies and Services	2,235,349	3,392,500	3,398,700	3,262,250	(136,450)
1270 - General Plant & Equip (over \$5,000)	0	10,000	40,000	3,200	(36,800)
Equipment	0	10,000	40,000	3,200	(36,800)
Total Plant Operations	2,666,162	3,700,200	3,710,000	3,595,450	(114,550)

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WSO - Water System Operations

5611 - District 1 Leeward West Section

Section's Activity

District 1 consists of the stations on the leeward side of the island from Waipahu to Makaha. Granular activated carbon filtration plants are located at Hoaeae Wells; Waipahu Wells I, II, III, and IV; Kunia Wells I and II; and Waipio Heights Wells III.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	458,326	556,900	603,100	672,300	69,200
4120 - Overtime	119,574	144,000	138,000	120,000	(18,000)
4130 - Miscellaneous (Payroll)	7,000	13,000	6,000	21,000	15,000
Personnel Services	584,900	713,900	747,100	813,300	66,200
4160 - Meals; Mileage & Uniform Allowances	6,116	7,000	7,000	7,000	0
4460 - Other Materials & Supplies	11,610	36,000	36,000	19,200	(16,800)
4470 - Parts and Accessories	143,453	142,000	142,000	100,600	(41,400)
4500 - Education and Training	115	4,800	4,900	4,200	(700)
4720 - Conference Travel & Expenses	0	1,200	900	1,500	600
4815 - Repair & Maint - Equipment	2,100	12,000	12,000	12,000	0
8050 - Equipment (under \$5,000)	0	59,000	50,000	25,500	(24,500)
Materials, Supplies and Services	163,394	262,000	252,800	170,000	(82,800)
1270 - General Plant & Equip (over \$5,000)	0	60,000	30,000	0	(30,000)
Equipment	0	60,000	30,000	0	(30,000)
Total District 1 Leeward West Section	748,294	1,035,900	1,029,900	983,300	(46,600)

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**Board of Water Supply
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WSO - Water System Operations

5612 - District 2 Central/Windward Section

Section's Activity

District 2 consists of the stations on the windward, central, and north shore areas of the island from Waimanalo to Kahuku to Mokuleia to Mililani. Granular activated carbon filtration plants are located at Waialua Wells; Haleiwa Wells; and Mililani Wells I and III.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	498,677	648,800	686,000	796,500	110,500
4120 - Overtime	207,907	120,000	136,000	120,000	(16,000)
4130 - Miscellaneous (Payroll)	9,953	13,000	6,000	7,200	1,200
Personnel Services	716,538	781,800	828,000	923,700	95,700
4160 - Meals; Mileage & Uniform Allowances	8,854	6,100	8,400	8,400	0
4460 - Other Materials & Supplies	27,947	43,500	33,300	35,600	2,300
4470 - Parts and Accessories	185,440	92,200	113,000	90,000	(23,000)
4500 - Education and Training	(1,455)	4,800	4,900	3,500	(1,400)
4720 - Conference Travel & Expenses	0	1,200	900	1,500	600
4815 - Repair & Maint - Equipment	800	20,000	52,000	12,000	(40,000)
8050 - Equipment (under \$5,000)	26,370	67,000	74,000	50,000	(24,000)
Materials, Supplies and Services	247,956	234,800	286,500	201,000	(85,500)
Total District 2 Central/Windward Section	964,494	1,016,600	1,114,500	1,124,700	10,200

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WSO - Water System Operations

5613 - District 3 Metropolitan Section

Section's Activity

District 3 consists of the stations in Metropolitan Honolulu from Kalihi to Makapuu.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	409,057	611,200	594,000	660,700	66,700
4120 - Overtime	112,407	80,000	110,000	120,000	10,000
4130 - Miscellaneous (Payroll)	5,514	12,000	6,000	6,000	0
Personnel Services	526,977	703,200	710,000	786,700	76,700
4160 - Meals; Mileage & Uniform Allowances	5,158	3,300	6,000	6,500	500
4460 - Other Materials & Supplies	27,545	17,900	18,900	23,700	4,800
4470 - Parts and Accessories	161,589	103,000	133,000	107,000	(26,000)
4500 - Education and Training	350	4,800	4,900	4,200	(700)
4720 - Conference Travel & Expenses	0	1,200	900	1,500	600
4815 - Repair & Maint - Equipment	17,416	12,000	16,000	18,000	2,000
8050 - Equipment (under \$5,000)	29,960	55,200	57,500	31,000	(26,500)
Materials, Supplies and Services	242,018	197,400	237,200	191,900	(45,300)
1270 - General Plant & Equip (over \$5,000)	14,653	50,000	70,000	10,000	(60,000)
Equipment	14,653	50,000	70,000	10,000	(60,000)
Total District 3 Metropolitan Section	783,648	950,600	1,017,200	988,600	(28,600)

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WSO - Water System Operations

5614 - District 4 Leeward East Section

Section's Activity

District 4 consists of the stations from Kalihi to Pearl City.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	412,466	669,700	730,400	785,100	54,700
4120 - Overtime	50,514	60,000	75,000	65,000	(10,000)
4130 - Miscellaneous (Payroll)	6,000	12,800	6,000	6,000	0
Personnel Services	468,980	742,500	811,400	856,100	44,700
4160 - Meals; Mileage & Uniform Allowances	2,824	5,650	5,500	5,500	0
4410 - Gasoline	9	0	0	0	0
4460 - Other Materials & Supplies	32,992	22,500	19,300	22,500	3,200
4470 - Parts and Accessories	150,822	87,200	137,000	87,200	(49,800)
4500 - Education and Training	1,050	4,800	4,900	4,200	(700)
4720 - Conference Travel & Expenses	0	1,200	900	1,500	600
4815 - Repair & Maint - Equipment	4,025	12,000	12,000	2,000	(10,000)
8050 - Equipment (under \$5,000)	681	64,300	78,500	25,300	(53,200)
Materials, Supplies and Services	192,402	197,650	258,100	148,200	(109,900)
Total District 4 Leeward East Section	661,382	940,150	1,069,500	1,004,300	(65,200)

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WSO - Water System Operations

5615 - Control Center

Section's Activity

Operates the department's island-wide water system on a 24/7 basis. Is responsible for maintaining proper system pressure and levels to meet the needs of our customers. Due to its round-the-clock operation, the Control Center has the responsibility of being the point of contact for the public outside of BWS regular working hours.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	599,969	674,400	720,400	709,200	(11,200)
4120 - Overtime	152,464	120,000	120,000	130,000	10,000
4130 - Miscellaneous (Payroll)	9,191	9,000	2,000	4,000	2,000
Personnel Services	761,624	803,400	842,400	843,200	800
4160 - Meals; Mileage & Uniform Allowances	6,324	6,000	6,000	6,000	0
4460 - Other Materials & Supplies	933	0	0	0	0
4500 - Education and Training	1,693	4,800	4,900	4,900	0
4720 - Conference Travel & Expenses	0	1,200	1,800	2,000	200
8050 - Equipment (under \$5,000)	334	3,300	35,300	3,000	(32,300)
Materials, Supplies and Services	9,285	15,300	48,000	15,900	(32,100)
Total Control Center	770,909	818,700	890,400	859,100	(31,300)

Budget Highlights

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WSO - Water System Operations

5616 - Technical Services

Section's Activity

The Pumps and Technical Services Section operates, maintains, repairs, and installs air conditioners, exhaust blowers, fans, and electrical power at Beretania and the five outlying base yards; and maintains flow tubes.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	319,976	406,500	435,900	463,400	27,500
4120 - Overtime	6,153	48,000	36,000	24,000	(12,000)
4130 - Miscellaneous (Payroll)	5,000	9,800	6,000	6,000	0
Personnel Services	331,130	464,300	477,900	493,400	15,500
4160 - Meals; Mileage & Uniform Allowances	184	2,600	3,000	2,000	(1,000)
4250 - Other Contractual Services	0	0	0	0	0
4270 - Professional Services	0	0	0	0	0
4430 - Miscellaneous Supplies	175	0	0	0	0
4460 - Other Materials & Supplies	13,359	40,000	26,000	26,000	0
4470 - Parts and Accessories	54,035	60,000	60,000	20,000	(40,000)
4500 - Education and Training	3,840	4,800	4,900	4,200	(700)
4720 - Conference Travel & Expenses	0	1,200	900	1,500	600
4805 - Repair & Maint - Structures	0	0	0	0	0
4815 - Repair & Maint - Equipment	4,806	18,000	16,000	12,000	(4,000)
8050 - Equipment (under \$5,000)	296	94,300	52,000	22,500	(29,500)
Materials, Supplies and Services	76,695	220,900	162,800	88,200	(74,600)
1270 - General Plant & Equip (over \$5,000)	22,516	22,000	10,000	10,000	0
Equipment	22,516	22,000	10,000	10,000	0
Total Technical Services	430,341	707,200	650,700	591,600	(59,100)

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WSO - Water System Operations

5620 - Telecommunications

Section's Activity

The Telecommunications Section plans, modifies, adapts, installs, operates, maintains and repairs telecommunications equipment used in radio, microwave, supervisory control and telemetry networks covering the water distribution and pumping systems of the department, and industrial electronic equipment used in the operation of electrical pumping plants and underground pipe locating devices; designs multifunction telemetry and supervisory control systems and mobile radio systems.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	199,760	302,600	290,400	291,300	900
4120 - Overtime	2,895	36,000	24,000	16,000	(8,000)
4130 - Miscellaneous (Payroll)	107	12,000	2,000	2,000	0
Personnel Services	202,761	350,600	316,400	309,300	(7,100)
4160 - Meals; Mileage & Uniform Allowances	154	2,000	1,000	800	(200)
4250 - Other Contractual Services	77,019	96,000	203,000	137,000	(66,000)
4460 - Other Materials & Supplies	1,035	12,000	6,000	7,500	1,500
4470 - Parts and Accessories	100,226	72,000	72,000	72,000	0
4500 - Education and Training	1,750	2,400	2,450	2,450	0
4670 - Telemetering	195,800	240,000	240,000	210,000	(30,000)
4720 - Conference Travel & Expenses	0	1,200	900	1,500	600
4815 - Repair & Maint - Equipment	0	24,000	12,000	9,000	(3,000)
8050 - Equipment (under \$5,000)	110,164	289,400	271,500	113,500	(158,000)
Materials, Supplies and Services	486,147	739,000	808,850	553,750	(255,100)
1270 - General Plant & Equip (over \$5,000)	0	303,000	313,000	47,500	(265,500)
Equipment	0	303,000	313,000	47,500	(265,500)
Total Telecommunications	688,908	1,392,600	1,438,250	910,550	(527,700)

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**Board of Water Supply
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WSO - Water System Operations

5660 - Automotive

Section's Activity

The Automotive Section operates the maintenance and repair shops; prepares plans and specifications for the purchase of vehicles and special construction equipment; maintains and repairs vehicles, construction and special equipment; disposes of retired fleet equipment; maintains and constructs special tools and equipment; conducts research work in the automotive field.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	1,316,235	1,370,200	1,419,100	1,458,000	38,900
4120 - Overtime	18,034	13,000	16,000	18,000	2,000
4130 - Miscellaneous (Payroll)	15,614	31,900	22,000	96,000	74,000
Personnel Services	1,349,883	1,415,100	1,457,100	1,572,000	114,900
4160 - Meals; Mileage & Uniform Allowances	658	1,800	1,800	1,800	0
4250 - Other Contractual Services	209,930	187,700	184,900	179,800	(5,100)
4251 - Software Licenses and Maintenance	2,675	4,000	4,000	5,100	1,100
4267 - Printed forms	0	100	300	300	0
4410 - Gasoline	800,966	803,200	803,200	803,200	0
4430 - Miscellaneous Supplies	844	1,200	600	600	0
4440 - Motor Vehicle Parts & Accessories	448,410	452,000	452,000	452,000	0
4460 - Other Materials & Supplies	107,880	99,900	108,500	108,500	0
4470 - Parts and Accessories	70,433	70,000	70,000	70,000	0
4480 - Postage	15	0	0	0	0
4500 - Education and Training	176	16,400	16,400	16,000	(400)
4720 - Conference Travel & Expenses	0	1,600	1,600	1,600	0
4805 - Repair & Maint - Structures	35	4,000	4,000	4,000	0
4815 - Repair & Maint - Equipment	77,731	90,000	90,000	90,000	0
4910 - Miscellaneous Fees & Registration	911	2,900	2,900	2,900	0
8050 - Equipment (under \$5,000)	4,862	10,500	17,900	16,200	(1,700)
Materials, Supplies and Services	1,725,523	1,745,300	1,758,100	1,752,000	(6,100)
1270 - General Plant & Equip (over \$5,000)	3,281,867	3,676,500	5,549,800	5,658,600	108,800
Equipment	3,281,867	3,676,500	5,549,800	5,658,600	108,800
Total Automotive	6,357,273	6,836,900	8,765,000	8,982,600	217,600

Budget Highlights

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**Board of Water Supply
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WSO - Water System Operations

5201 - Ocean Cooling

Section's Activity

The Ocean Cooling Program is responsible under a 20-year contract, for the operation and maintenance of the seawater cooling facility at the University of Hawaii John A. Burns School of Medicine in Kakaako. The use of cold seawater for building cooling conserves potable water and energy that would otherwise be used in conventional mechanical cooling systems.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	0	220,000	0	0	0
Personnel Services	0	220,000	0	0	0
4250 - Other Contractual Services	345	0	200,000	260,000	60,000
4430 - Miscellaneous Supplies	753	800	800	0	(800)
4460 - Other Materials & Supplies	0	30,000	30,000	0	(30,000)
4470 - Parts and Accessories	0	5,000	5,000	0	(5,000)
4815 - Repair & Maint - Equipment	161,679	355,000	304,000	110,000	(194,000)
Materials, Supplies and Services	162,777	390,800	539,800	370,000	(169,800)
Total Ocean Cooling	162,777	610,800	539,800	370,000	(169,800)

Budget Highlights

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**Board of Water Supply
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IT - Information Technology

Division/Office's Activity

The Information Technology Division designs, develops, maintains, and supports BWS databases; software systems; server/workstation/mobile hardware and software; wired/wireless networks, voice/video and call center systems.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	3,085,009	3,629,400	3,469,500	3,936,500	467,000
4120 - Overtime	155,318	218,400	199,000	169,400	(29,600)
4130 - Miscellaneous (Payroll)	551	12,000	12,000	13,000	1,000
Personnel Services	3,240,878	3,859,800	3,680,500	4,118,900	438,400
4160 - Meals; Mileage & Uniform Allowances	734	3,600	3,800	4,500	700
4250 - Other Contractual Services	5,918,175	7,024,937	7,383,065	6,410,533	(972,532)
4251 - Software Licenses and Maintenance	2,311,974	2,208,360	2,483,343	2,529,351	46,008
4255 - Other Services	64,895	0	0	0	0
4265 - Printing	0	0	5,000	0	(5,000)
4430 - Miscellaneous Supplies	5,784	4,150	3,900	3,700	(200)
4460 - Other Materials & Supplies	112,431	122,800	127,800	144,500	16,700
4470 - Parts and Accessories	19,009	12,500	12,000	15,000	3,000
4480 - Postage	49,819	711,275	710,000	410,100	(299,900)
4500 - Education and Training	30,777	139,600	135,895	50,750	(85,145)
4720 - Conference Travel & Expenses	36,070	83,360	88,460	29,700	(58,760)
4815 - Repair & Maint - Equipment	269,287	263,850	343,650	346,350	2,700
4910 - Miscellaneous Fees & Registration	63,400	620	620	126,700	126,080
8050 - Equipment (under \$5,000)	1,229,168	1,414,575	785,700	978,210	192,510
Materials, Supplies and Services	10,111,523	11,989,627	12,083,233	11,049,394	(1,033,839)
1270 - General Plant & Equip (over \$5,000)	245,162	371,000	415,000	335,000	(80,000)
Equipment	245,162	371,000	415,000	335,000	(80,000)
Total IT - Information Technology	13,597,563	16,220,427	16,178,733	15,503,294	(675,439)

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IT - Information Technology

5805 - IT Administration

Section's Activity

The Administration Section provides strategic planning, technology management, policy direction, cyber security program management and administrative support services for the Information Technology Division

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	357,024	403,900	379,200	422,000	42,800
4120 - Overtime	1,322	0	0	1,400	1,400
Personnel Services	358,347	403,900	379,200	423,400	44,200
4160 - Meals; Mileage & Uniform Allowances	367	0	200	400	200
4250 - Other Contractual Services	447,375	455,000	275,000	25,000	(250,000)
4430 - Miscellaneous Supplies	150	1,200	1,200	0	(1,200)
4460 - Other Materials & Supplies	8,706	3,600	3,600	4,800	1,200
4500 - Education and Training	75	1,600	1,500	1,500	0
4720 - Conference Travel & Expenses	9,961	15,900	16,900	7,500	(9,400)
4910 - Miscellaneous Fees & Registration	63,400	620	620	68,200	67,580
8050 - Equipment (under \$5,000)	0	5,000	5,000	0	(5,000)
Materials, Supplies and Services	530,034	482,920	304,020	107,400	(196,620)
Total IT Administration	888,381	886,820	683,220	530,800	(152,420)

Budget Highlights

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**Board of Water Supply
Operating Budget
Fiscal Year 2021**

IT - Information Technology

5820 - Application Systems Development

Section's Activity

The Application Systems Development Section is responsible for providing application and data management services for all enterprise systems of the department including, customer information system, water and sewer billings, financial/HR (payroll, accounts payable and cost accounting, time tracking, etc.), laboratory information, asset maintenance and workforce management

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	831,842	1,009,300	901,500	1,077,600	176,100
4120 - Overtime	101,803	142,400	140,000	110,000	(30,000)
4130 - Miscellaneous (Payroll)	0	12,000	12,000	12,000	0
Personnel Services	933,645	1,163,700	1,053,500	1,199,600	146,100
4160 - Meals; Mileage & Uniform Allowances	68	3,600	3,600	3,600	0
4250 - Other Contractual Services	1,672,079	3,571,000	3,239,000	1,050,000	(2,189,000)
4251 - Software Licenses and Maintenance	1,162,169	1,166,500	1,352,588	1,257,291	(95,297)
4430 - Miscellaneous Supplies	0	1,200	1,200	1,200	0
4460 - Other Materials & Supplies	819	0	0	0	0
4500 - Education and Training	0	63,300	56,800	15,500	(41,300)
4720 - Conference Travel & Expenses	13,707	24,600	27,900	7,700	(20,200)
4910 - Miscellaneous Fees & Registration	0	0	0	26,000	26,000
Materials, Supplies and Services	2,848,842	4,830,200	4,681,088	2,361,291	(2,319,797)
Total Application Systems Development	3,782,487	5,993,900	5,734,588	3,560,891	(2,173,697)

Budget Highlights

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**Board of Water Supply
Operating Budget
Fiscal Year 2021**

IT - Information Technology

5835 - Technical Projects

Section's Activity

The Technical Engineering Projects (TEP) Branch plans, designs, installs, implements, manages, maintains and supports Board of Water Supply (BWS) Geographic Information System and spacial database. TEP also manages and maintains the BWS hydraulic models for currency and accuracy, in conjunction with Water Resources.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	699,880	931,200	858,800	867,800	9,000
4120 - Overtime	3,641	4,000	4,000	4,000	0
Personnel Services	703,521	935,200	862,800	871,800	9,000
4160 - Meals; Mileage & Uniform Allowances	20	0	0	0	0
4250 - Other Contractual Services	534,617	510,000	516,000	1,106,000	590,000
4251 - Software Licenses and Maintenance	145,422	240,825	227,124	332,300	105,176
4255 - Other Services	64,895	0	0	0	0
4265 - Printing	0	0	5,000	0	(5,000)
4430 - Miscellaneous Supplies	27	500	500	500	0
4460 - Other Materials & Supplies	1,746	1,200	1,200	1,200	0
4480 - Postage	64	0	0	100	100
4500 - Education and Training	0	12,000	35,000	17,500	(17,500)
4720 - Conference Travel & Expenses	10,112	25,360	25,360	6,700	(18,660)
4815 - Repair & Maint - Equipment	294	4,600	3,400	4,600	1,200
4910 - Miscellaneous Fees & Registration	0	0	0	6,500	6,500
8050 - Equipment (under \$5,000)	15,429	3,300	3,300	10,500	7,200
Materials, Supplies and Services	772,626	797,785	816,884	1,485,900	669,016
1270 - General Plant & Equip (over \$5,000)	0	15,000	15,000	15,000	0
Equipment	0	15,000	15,000	15,000	0
Total Technical Engineering Projects	1,476,147	1,747,985	1,694,684	2,372,700	678,016

Budget Highlights

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**Board of Water Supply
Operating Budget
Fiscal Year 2021**

IT - Information Technology

5830 - Computer Operations

Section's Activity

The Operations Support Branch is responsible for planning, scheduling, administrating and coordinating the department's network and computer services operations (machine processing), and infrastructure operations, update and maintenance. Included in this is wired, wireless network devices/services, servers, workstations and mobile devices, cloud based services, etc.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	1,196,263	1,285,000	1,330,000	1,569,100	239,100
4120 - Overtime	48,552	72,000	55,000	54,000	(1,000)
4130 - Miscellaneous (Payroll)	551	0	0	1,000	1,000
Personnel Services	1,245,366	1,357,000	1,385,000	1,624,100	239,100
4160 - Meals; Mileage & Uniform Allowances	279	0	0	500	500
4250 - Other Contractual Services	3,264,105	2,488,937	3,353,065	4,229,533	876,468
4251 - Software Licenses and Maintenance	1,004,382	801,035	903,631	939,760	36,129
4430 - Miscellaneous Supplies	5,606	1,250	1,000	2,000	1,000
4460 - Other Materials & Supplies	101,159	118,000	123,000	138,500	15,500
4470 - Parts and Accessories	19,009	12,500	12,000	15,000	3,000
4480 - Postage	49,756	711,275	710,000	410,000	(300,000)
4500 - Education and Training	30,702	62,700	42,595	16,250	(26,345)
4720 - Conference Travel & Expenses	2,290	17,500	18,300	7,800	(10,500)
4815 - Repair & Maint - Equipment	268,993	259,250	340,250	341,750	1,500
4910 - Miscellaneous Fees & Registration	0	0	0	26,000	26,000
8050 - Equipment (under \$5,000)	1,213,739	1,406,275	777,400	967,710	190,310
Materials, Supplies and Services	5,960,021	5,878,722	6,281,241	7,094,803	813,562
1270 - General Plant & Equip (over \$5,000)	245,162	356,000	400,000	320,000	(80,000)
Equipment	245,162	356,000	400,000	320,000	(80,000)
Total Operations Support	7,450,548	7,591,722	8,066,241	9,038,903	972,662

Budget Highlights

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**Board of Water Supply
Operating Budget
Fiscal Year 2021**

FIN - Finance

Division/Office's Activity

The Finance Division is responsible for controlling and directing the financial accounting activities of the department. Activities include conducting financial studies; administering long-term bonded debt programs and bond sales; assisting in controlling budgeted expenditures; and administering the general accounting systems including cost accounting, payroll, leave records, and accounts payable.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	2,144,387	2,780,800	2,529,000	2,493,200	(35,800)
4120 - Overtime	158,795	262,440	213,200	117,400	(95,800)
4130 - Miscellaneous (Payroll)	20,910	112,850	102,000	30,200	(71,800)
Personnel Services	2,324,092	3,156,090	2,844,200	2,640,800	(203,400)
4160 - Meals; Mileage & Uniform Allowances	11,769	16,450	16,300	12,500	(3,800)
4220 - Collection Fees	507	400	500	0	(500)
4250 - Other Contractual Services	10,657	37,600	13,100	13,100	0
4267 - Printed forms	5,335	9,000	5,000	0	(5,000)
4270 - Professional Services	1,001,773	1,761,200	1,245,700	1,151,500	(94,200)
4410 - Gasoline	10	0	0	0	0
4430 - Miscellaneous Supplies	15,537	16,000	16,000	15,000	(1,000)
4460 - Other Materials & Supplies	1,715	4,200	4,200	3,500	(700)
4480 - Postage	6,808	15,000	0	0	0
4500 - Education and Training	6,628	7,600	11,900	400	(11,500)
4720 - Conference Travel & Expenses	2,370	6,680	7,700	800	(6,900)
4815 - Repair & Maint - Equipment	5,670	4,000	6,000	9,000	3,000
4910 - Miscellaneous Fees & Registration	825	1,300	600	400	(200)
4915 - Miscellaneous Financial Expenses	869,380	701,500	931,000	1,954,000	1,023,000
8050 - Equipment (under \$5,000)	971	4,600	2,700	9,700	7,000
Materials, Supplies and Services	1,939,955	2,585,530	2,260,700	3,169,900	909,200
1270 - General Plant & Equip (over \$5,000)	35,100	36,000	36,000	0	(36,000)
Equipment	35,100	36,000	36,000	0	(36,000)
Total FIN - Finance	4,299,147	5,777,620	5,140,900	5,810,700	669,800

Notes

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**Board of Water Supply
Operating Budget
Fiscal Year 2021**

FIN - Finance

5900 - Finance Administration

Section's Activity

Develop, provide and manage budget, financial and administrative support services to all levels of the department.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	349,329	361,500	348,000	341,300	(6,700)
4120 - Overtime	0	200	200	500	300
Personnel Services	349,329	361,700	348,200	341,800	(6,400)
4160 - Meals; Mileage & Uniform Allowances	0	0	0	0	0
4250 - Other Contractual Services	2,788	29,500	5,000	5,000	0
4270 - Professional Services	355,800	405,000	208,500	258,500	50,000
4430 - Miscellaneous Supplies	14,850	15,000	15,000	15,000	0
4460 - Other Materials & Supplies	6	0	0	0	0
4500 - Education and Training	6,628	3,600	5,400	400	(5,000)
4720 - Conference Travel & Expenses	2,370	3,120	3,200	800	(2,400)
4815 - Repair & Maint - Equipment	835	1,000	1,000	1,000	0
4910 - Miscellaneous Fees & Registration	615	340	400	0	(400)
4915 - Miscellaneous Financial Expenses	7,000	0	0	0	0
8050 - Equipment (under \$5,000)	0	0	1,000	3,800	2,800
Materials, Supplies and Services	390,892	457,560	239,500	284,500	45,000
1270 - General Plant & Equip (over \$5,000)	0	0	0	0	0
Equipment	0	0	0	0	0
Total Finance Administration	740,221	819,260	587,700	626,300	38,600

Budget Highlights

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**Board of Water Supply
Operating Budget
Fiscal Year 2021**

FIN - Finance

5910 - Treasury

Section's Activity

The Treasury Section administers and manages the long term bonded debt and federal loan programs; obtains other long term and short term financing as necessary; manages the department's cash flows; and administers and oversees the management of the department's investment program.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	170,951	183,100	96,600	96,600	0
4120 - Overtime	1,668	2,000	2,000	2,000	0
4130 - Miscellaneous (Payroll)	115	0	0	0	0
Personnel Services	172,734	185,100	98,600	98,600	0
4160 - Meals; Mileage & Uniform Allowances	36	50	0	0	0
4270 - Professional Services	645,973	865,200	1,037,200	793,000	(244,200)
4460 - Other Materials & Supplies	0	200	200	0	(200)
4720 - Conference Travel & Expenses	0	2,000	0	0	0
4910 - Miscellaneous Fees & Registration	105	160	200	200	0
4915 - Miscellaneous Financial Expenses	862,380	700,000	931,000	1,954,000	1,023,000
Materials, Supplies and Services	1,508,494	1,567,610	1,968,600	2,747,200	778,600
Total Treasury	1,681,229	1,752,710	2,067,200	2,845,800	778,600

Budget Highlights

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**Board of Water Supply
Operating Budget
Fiscal Year 2021**

FIN - Finance

5915 - Rev & Cust Accounting Section

Section's Activity

The Revenue and Customer Accounting Section conducts the department's billing operations and related functions which include meter reading, Pre-auditing of consumer accounts, part-rate billing, maintaining consumer records, maintaining accounts receivable and keeping special fund accounts; maintains revenue accounting and statistical reports.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	984,584	1,292,400	1,191,000	1,143,500	(47,500)
4120 - Overtime	140,357	245,000	200,000	100,000	(100,000)
4130 - Miscellaneous (Payroll)	1,565	0	0	2,000	2,000
Personnel Services	1,126,506	1,537,400	1,391,000	1,245,500	(145,500)
4160 - Meals; Mileage & Uniform Allowances	11,085	16,000	16,000	12,000	(4,000)
4250 - Other Contractual Services	7,869	8,100	8,100	8,100	0
4410 - Gasoline	10	0	0	0	0
4430 - Miscellaneous Supplies	688	1,000	1,000	0	(1,000)
4460 - Other Materials & Supplies	1,703	4,000	4,000	3,500	(500)
4480 - Postage	6,808	15,000	0	0	0
4500 - Education and Training	0	1,000	1,000	0	(1,000)
4815 - Repair & Maint - Equipment	4,835	3,000	5,000	8,000	3,000
8050 - Equipment (under \$5,000)	0	2,100	0	2,500	2,500
Materials, Supplies and Services	32,997	50,200	35,100	34,100	(1,000)
1270 - General Plant & Equip (over \$5,000)	35,100	36,000	36,000	0	(36,000)
Equipment	35,100	36,000	36,000	0	(36,000)
Total Rev	1,194,603	1,623,600	1,462,100	1,279,600	(182,500)

Budget Highlights

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**Board of Water Supply
Operating Budget
Fiscal Year 2021**

FIN - Finance

5930 - General Accounting

Section's Activity

The General Accounting Section directs and coordinates the development, functional effectiveness and maintenance of accounting systems, records, procedures and reports to ensure the acquisition of valid and consistent data for use in planning and budgeting, performance control and evaluation, managerial decisions and reporting requirements; prepares monthly financial and statistical reports and studies; prepares payrolls and maintains leave records; audits and processes disbursement vouchers; maintains all property records and depreciation schedules; coordinates annual physical inventory of utility plant and prepares annual listing as required by City Charter; prepares and analyzes special reports and studies.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	488,572	630,800	629,300	647,300	18,000
4120 - Overtime	16,417	10,440	9,000	12,900	3,900
4130 - Miscellaneous (Payroll)	18,563	62,800	102,000	28,000	(74,000)
Personnel Services	523,552	704,040	740,300	688,200	(52,100)
4160 - Meals; Mileage & Uniform Allowances	648	300	300	500	200
4220 - Collection Fees	507	400	500	0	(500)
4267 - Printed forms	5,335	9,000	5,000	0	(5,000)
4460 - Other Materials & Supplies	6	0	0	0	0
4500 - Education and Training	0	3,000	2,500	0	(2,500)
4720 - Conference Travel & Expenses	0	1,560	0	0	0
4910 - Miscellaneous Fees & Registration	105	800	0	200	200
4915 - Miscellaneous Financial Expenses	0	1,500	0	0	0
8050 - Equipment (under \$5,000)	971	1,500	700	3,100	2,400
Materials, Supplies and Services	7,572	18,060	9,000	3,800	(5,200)
Total General Accounting	531,124	722,100	749,300	692,000	(57,300)

Budget Highlights

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**Board of Water Supply
Operating Budget
Fiscal Year 2021**

FIN - Finance

5940 - Fiscal Services

Section's Activity

The Fiscal Services Branch is responsible for reporting on budgetary, encumbrance and financial activities within the department. This branch records and reconciles all contract and claims encumbrances with the City annually at fiscal year-end; controls, edits and monitors reports on encumbrances extensions, insufficient funds and accounts payable; Fiscal Services maintains and coordinates an on-line vendor table (data file) for approximately 50,000 vendors for field and central use. This branch assigns vendor codes for all payment documents for timely and accurate payment processing. The administration of the purchasing card program for the procurement of goods and services is also a part of this branch's responsibilities. Fiscal Services designs hard copy and electronic encumbrance liquidation and payment forms for departmental use and submittal to Accounts Payable.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	81,216	243,300	194,400	194,800	400
4120 - Overtime	0	2,800	0	0	0
4130 - Miscellaneous (Payroll)	0	50,000	0	0	0
Personnel Services	81,216	296,100	194,400	194,800	400
4160 - Meals; Mileage & Uniform Allowances	0	100	0	0	0
4460 - Other Materials & Supplies	0	0	0	0	0
4500 - Education and Training	0	0	3,000	0	(3,000)
4720 - Conference Travel & Expenses	0	0	4,500	0	(4,500)
8050 - Equipment (under \$5,000)	0	1,000	1,000	300	(700)
Materials, Supplies and Services	0	1,100	8,500	300	(8,200)
Total Fiscal Services	81,216	297,200	202,900	195,100	(7,800)

Budget Highlights

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**Board of Water Supply
Operating Budget
Fiscal Year 2021**

FIN - Finance

5950 - Systems Accounting

Section's Activity

This System Accounting section is responsible for the planning, coordination, modification and administration of the financial management system for the BWS. This section spearheads initiatives and projects to troubleshoot the organization's financial systems.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4110 - Salaries & Wages	69,736	69,700	69,700	69,700	0
4120 - Overtime	352	2,000	2,000	2,000	0
4130 - Miscellaneous (Payroll)	667	50	0	200	200
Personnel Services	70,755	71,750	71,700	71,900	200
4270 - Professional Services	0	491,000	0	100,000	100,000
Materials, Supplies and Services	0	491,000	0	100,000	100,000
Total Systems Accounting	70,755	562,750	71,700	171,900	100,200

Budget Highlights

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**Board of Water Supply
Operating Budget
Fiscal Year 2021**

FC - Fixed Charges and Debt Service

Section's Activity

The activity represents fixed charges and non-divisional expenditures of a general nature not related to any divisional budget.

Account	FY2019 Actual	FY2019 Adopted Budget	FY2020 Adopted Budget	FY2021 Proposed Budget	Change
4610 - Electric Power - Water Distrib Fac	23,335,042	22,000,000	23,000,000	25,000,000	2,000,000
4620 - Electricity	1,187,869	1,100,000	1,200,000	1,252,000	52,000
4660 - Wastewater Service Charges	108,578	110,000	110,000	110,000	0
5600 - Central Admin Service Exp (CASE) Fees	3,300,000	3,300,000	3,300,000	3,300,000	0
6010 - Employee Retirement Sys (ERS)	8,157,670	7,200,000	9,000,000	9,000,000	0
6020 - FICA Contributions	4,581,138	2,900,000	2,900,000	3,000,000	100,000
6100 - Health Benefits - Employees	3,318,426	3,235,957	3,407,000	3,780,000	373,000
6200 - Health Benefits - Retirees	5,465,935	5,369,224	5,500,000	5,852,000	352,000
6250 - Other Post-Emplymnt Ben (OPEB)	2,506,756	2,575,776	2,665,000	2,600,000	(65,000)
6320 - Unemployment Insurance Benefits	13,077	56,000	26,000	15,000	(11,000)
Departmental Fixed Charges	51,974,491	47,846,957	51,108,000	53,909,000	2,801,000
4670 - Telemetering	11,852	0	0	0	0
Materials, Supplies and Services	11,852	0	0	0	0
1810 - Bonds Payable	8,820,000	8,820,000	9,110,000	9,450,000	340,000
1820 - Notes Payable - State Revolving Funds (SRF)	4,382,638	3,780,000	4,522,000	6,012,000	1,490,000
7071 - Bond Interest	9,138,180	9,057,000	8,750,000	8,752,000	2,000
Debt Service	22,340,818	21,657,000	22,382,000	24,214,000	1,832,000
Total Fixed Charges and Debt Service	74,327,160	69,503,957	73,490,000	78,123,000	4,633,000

Budget Highlights

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PART II

CAPITAL IMPROVEMENT PROGRAM BUDGET

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Board of Water Supply
Capital Improvement Program
FY 2021

Summary by Categories	Operating Fund	Operating Fund - SRF Eligible	Operating Fund - Federal Funds	Special Expendable Fund	Special Expendable Fund - Federal Funds	Improvement Fund	Improvement Fund - Federal Funds	Total
I - Research and Development	2,660,000	-	-	-	-	-	-	2,660,000
II - Renewal and Replacement								
A. Pumps	7,200,000	-	3,800,000	-	-	3,200,000	2,500,000	16,700,000
B. Reservoirs	-	-	-	-	-	3,500,000	-	3,500,000
C. Pipeline	4,075,000	-	-	-	-	54,150,000	-	58,225,000
D. Treatment	2,000,000	-	-	-	-	-	-	2,000,000
E. Facilities	19,700,000	3,100,000	2,500,000	-	-	-	-	25,300,000
Category II - sub-total	32,975,000	3,100,000	6,300,000	-	-	60,850,000	2,500,000	105,725,000
III - Capacity Expansion								
A. Pumps	-	-	-	100,000	-	-	-	100,000
B. Reservoirs	-	-	-	17,800,000	-	-	-	17,800,000
C. Pipeline	-	-	-	2,150,000	10,700,000	-	-	12,850,000
D. Treatment	-	-	-	-	-	-	-	-
E. Facilities	-	-	-	-	-	3,500,000	-	3,500,000
Category III - sub-total	-	-	-	20,050,000	10,700,000	3,500,000	-	34,250,000
Total Categories I - III	35,635,000	3,100,000	6,300,000	20,050,000	10,700,000	64,350,000	2,500,000	142,635,000
Construction Cost Index Adjustment	2,652,500	310,000	630,000	1,700,000	1,070,000	5,880,000	250,000	12,492,500
Contract Adjustment Account	15,000,000	-	-	-	-	-	-	15,000,000
Capital Improvement Program Total	53,287,500	3,410,000	6,930,000	21,750,000	11,770,000	70,230,000	2,750,000	170,127,500

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CIP-SUMM

Board of Water Supply
Capital Improvement Program
FY 2021

Project Title	Description	Type	Operating Fund	Operating Fund-SRF Eligible	Operating Fund-Federal Funds	Special Expendable Fund	Special Expendable Fund - Federal funds	Improvement Fund	Improvement Fund- Federal Funds	Total
1. Construction Management for Various BWS Construction Projects	Provide construction management and training services for selected BWS construction projects.	P&E	2,000,000	-	-	-	-	-	-	2,000,000
2. Pipeline Condition Assessment	Condition assessment of transmission pipelines as identified by the InfoMaster decision frame work.	P&E	100,000	-	-	-	-	-	-	100,000
3. Kunia Wells IV Exploratory Wells	Drill, install, test pump and sample three exploratory wells (TMK 9-2-001:014 or TMK 9-4-003:010).	P&E	200,000	-	-	-	-	-	-	200,000
4. Manoa Well II Exploratory Well	Drill and case replacement exploratory well at existing Manoa Wells II Station (TMK: 2-9-054:033).	P&E	200,000	-	-	-	-	-	-	200,000

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Project Title	Description	Type	Operating Fund	Operating Fund-SRF Eligible	Operating Fund-Federal Funds	Special Expendable Fund	Special Expendable Fund - Federal funds	Improvement Fund	Improvement Fund- Federal Funds	Total
5. Waialeale Gulch Exploratory Well Environmental Assessment	Prepare Environmental Assessment for three (3) exploratory wells at Waialeale Gulch.	P&E	160,000	-	-	-	-	-	-	160,000
Total Category I - Research and Development			2,660,000	-	-	-	-	-	-	2,660,000

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Project Title	Description	Type	Operating Fund	Operating Fund-SRF Eligible	Operating Fund-Federal Funds	Special Expendable Fund	Special Expendable Fund - Federal funds	Improvement Fund	Improvement Fund- Federal Funds	Total
<u>II. Renewal and Replacement</u>										
A. Pumps										
6. Waihee Line Booster: Replace Pumping Units	Remove all eight (8) booster pumps including pumps, motors, piping, valves, concrete supports, gauges, and all electrical components. Install two (2) new booster pumps and new free flow lines including piping, control valves, flow tubes, elevated steel platform, MCC, and appurtenant electrical equipment. Install new backfeed line connecting Waihee and Punaluu systems.	Const	-	-	3,800,000	-	-	-	-	3,800,000

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Project Title	Description	Type	Operating Fund	Operating Fund-SRF Eligible	Operating Fund-Federal Funds	Special Expendable Fund	Special Expendable Fund - Federal funds	Improvement Fund	Improvement Fund- Federal Funds	Total
7. Mariners Ridge Booster No. 2 Renovation	Remove and replace the two (2) existing booster pumps including piping, valves, flow tube, instrumentation, and appurtenant work. Install two new station isolation valves. Replace MCC including all of the motor starters. Replace transformer. Remove existing concrete block openings and louver windows and replace with hurricane proof windows and insect screens.	Const	-	-	-	-	-	-	2,500,000	2,500,000

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Project Title	Description	Type	Operating Fund	Operating Fund-SRF Eligible	Operating Fund-Federal Funds	Special Expendable Fund	Special Expendable Fund - Federal funds	Improvement Fund	Improvement Fund- Federal Funds	Total
8. Kunia Wells III Renovation	Replace MCC, replace Pump No. 1 and associated above ground piping and valves. Replace above ground piping and valves for Pumps Nos. 2 and 3. Replace flow tube and associated above ground piping, repair and repaint holding tank, and replace compressor and associated tank. Install concrete walkway, repaint building, provide new gutters and downspouts, replace window screens, and other miscellaneous building and site work.	Const	-	-	-	-	-	3,200,000	-	3,200,000
9. Pump Renewal and Replacement	Renewal and replacement of various BWS pumps and plant facilities.	Const	5,500,000	-	-	-	-	-	-	5,500,000

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Project Title	Description	Type	Operating Fund	Operating Fund-SRF Eligible	Operating Fund-Federal Funds	Special Expendable Fund	Special Expendable Fund - Federal funds	Improvement Fund	Improvement Fund- Federal Funds	Total
10. Wilder Wells Starter Upgrades and Facility Repairs	Install starter upgrades and well station repairs.	P&E	500,000	-	-	-	-	-	-	500,000
11. Kalihi Shaft MCC Replacement	Remove and replace MCC, two pump units including piping, valves, instrumentation and appurtenances within the shaft facility.	P&E	700,000	-	-	-	-	-	-	700,000
12. Pump Renewal and Replacement	Renewal and replacement of various BWS pumps and plant facilities.	P&E	500,000	-	-	-	-	-	-	500,000
Pumps Total			7,200,000	-	3,800,000	-	-	3,200,000	2,500,000	16,700,000

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Project Title	Description	Type	Operating Fund	Operating Fund-SRF Eligible	Operating Fund-Federal Funds	Special Expendable Fund	Special Expendable Fund - Federal funds	Improvement Fund	Improvement Fund- Federal Funds	Total
B. Reservoirs										
13. Kapaa 272 Reservoir Replacement	Install 1.0 MG reservoir and appurtenances, and demolish existing 2.0 MG reservoir.	Const	-	-	-	-	-	3,500,000	-	3,500,000
Reservoirs Total			-	-	-	-	-	3,500,000	-	3,500,000

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Project Title	Description	Type	Operating Fund	Operating Fund-SRF Eligible	Operating Fund-Federal Funds	Special Expendable Fund	Special Expendable Fund - Federal funds	Improvement Fund	Improvement Fund- Federal Funds	Total
C. Pipelines										
14. Wahiawa Water System Improvements, Part IV	Install 16-inch mains and appurtenances along Nichols Street from Glen Avenue to Eames Street; and along Eames Street from Uuku Street to Nichols Street - approx. 1,620 lin. ft. Install 8-inch mains and appurtenances along Lehua Street from Kilani Avenue to end; along Koa Street from Kilani Avenue to Auwai Drive; along Eames Street from Nichols Street to 1735 Eames Street; along Eames Street from Glen Avenue to 1746 Eames Street; along Glen Avenue from Eames Street to Glenview Place; along Royal Palm Drive from Nichols Street to Glen Avenue; along Turner Street from Roval Palm	Const	-	-	-	-	-	18,500,000	-	18,500,000

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Project Title	Description	Type	Operating Fund	Operating Fund-SRF Eligible	Operating Fund-Federal Funds	Special Expendable Fund	Special Expendable Fund - Federal funds	Improvement Fund	Improvement Fund- Federal Funds	Total
Wahiawa Water System Improvements, Part IV (continued)	along Glenview Place from Glen Avenue to end; along Wonderview Place from Glenview Place to end; along Kanoolehua Place from Glen Avenue to end; along Hakuone Street from Hakuone Place to end; along Hakuone Place from Hakuone Street to end; along Hill Drive from California Avenue to Puu Place; along Puu Place from Nakeke Place to end; along Leilehua Road from 90 feet south of FH C00722 to end; along Leimomi Place from Leilehua Road to 37A Leilehua Road; along Alai Place from Leilehua Road to end; along Laniloa Place from Leilehua Road to end; along Lena Place from									

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Project Title	Description	Type	Operating Fund	Operating Fund-SRF Eligible	Operating Fund-Federal Funds	Special Expendable Fund	Special Expendable Fund - Federal funds	Improvement Fund	Improvement Fund- Federal Funds	Total
Wahiawa Water System Improvements, Part IV (continued)	along Mie Place from Laniloa Place to end; along the side road north of FH C00216 from Glen Avenue to end; along the side road south of FH C00380 from Glen Avenue to end; along side road north of FH C00217 from Glen Avenue to end; and along the side road north of FH C00329 from Lakeview Circle to end - approx. 14,570 lin. f									

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Project Title	Description	Type	Operating Fund	Operating Fund-SRF Eligible	Operating Fund-Federal Funds	Special Expendable Fund	Special Expendable Fund - Federal funds	Improvement Fund	Improvement Fund- Federal Funds	Total
15. Pearl City Water System Improvements, Part IV	Install 12-inch mains and appurtenances along Huikahi Street, from Hoolehua Street to Hoolaulea Street - approx. 940 lin. ft. Install 8-inch mains and appurtenances along Palamoi Street, from Kuahaka Street to end of 8-inch main near FH L02004; along Panee Street, from Palamoi Street to Kaweloka Street; along Kaweloka Street, from Panee Street to Palamoi Street; along Kalauipo Street, from Kaweloka Street to Palamoi Street; along Kalauipo Place, from Kalauipo Street to end; along Kalai Place, from Kalauipo Street to end; along Maiha Circle, from Waimano Home Road to end;	Const	-	-	-	-	-	13,500,000	-	13,500,000

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Project Title	Description	Type	Operating Fund	Operating Fund-SRF Eligible	Operating Fund-Federal Funds	Special Expendable Fund	Special Expendable Fund - Federal funds	Improvement Fund	Improvement Fund- Federal Funds	Total
Pearl City Water System Improvements, Part IV (continued)	along Maiha Place, from Maiha Circle to end; along Hooehoihoi Street, from Hoomoana Street to end; along Hooehoihoi Place, from Hooehoihoi Street to end; along Hooeae Street, from Hooehoihoi Street to Hooelele Street; along Hoomalolo Street, from Hoomoana Street to Hoolaulaea Street; along Hooelele Street, from Hoolaulaea Street to Hoomalolo Street; along Hoomoana Street, from Komo Mai Drive to Hookeikei Street; along Komo Mai Drive, from Hoolehua Street to Hoolaulaea Street; and along Hoolehua Street, from Komo Mai Drive to end of cast iron pipe - approx. 16,420 lin. ft. Install 4-inch mains and appurtenance along Maiki Place from Maiha Circle to end - approx. 125 lin. ft.									

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Project Title	Description	Type	Operating Fund	Operating Fund-SRF Eligible	Operating Fund-Federal Funds	Special Expendable Fund	Special Expendable Fund - Federal funds	Improvement Fund	Improvement Fund- Federal Funds	Total
16. Wikao Street 12-Inch Water Main	Install 12-inch main and appurtenances along Wikao Street from Melemanu 808 Reservoir to Waikalani Drive - approx. 1,200 lin. ft. Restore connection of the Melemanu 808 Reservoir to the Miliiani-Wahiawa 808 water system.	Const	-	-	-	-	-	2,500,000	-	2,500,000
17. McArthur Street 8-Inch Water Main	Install 8-inch mains and appurtenances along McArthur Street, from Mill Street to Waianae Valley Road - approx. 1,500 lin. ft. Install 8-inch and 4-inch mains and appurtenances along Kawili Street, from Ihuku Street to end; and along Alamihi Street, from Kawili Street to end - approx. 1,900 lin. ft.	Const	-	-	-	-	-	3,000,000	-	3,000,000

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Project Title	Description	Type	Operating Fund	Operating Fund-SRF Eligible	Operating Fund-Federal Funds	Special Expendable Fund	Special Expendable Fund - Federal funds	Improvement Fund	Improvement Fund- Federal Funds	Total
18. Kapolei Parkway 12-Inch Water Main	Install 12-inch mains and appurtenances along Kapolei Parkway, from Park Row to Kolowaka Drive - approx. 1,100 lin. ft.	Const	-	-	-	-	-	1,100,000	-	1,100,000
19. Beretania Street Inactivate 12-Inch Blow-Off Main	Inactivate the existing 12-inch blow-off main and appurtenances at the intersection of Beretania Street and Kalakaua Avenue.	Const	250,000	-	-	-	-	-	-	250,000
20. Service Lateral Replacement at Various Locations	Install and replace service laterals at various locations.	Const	500,000	-	-	-	-	-	-	500,000

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Project Title	Description	Type	Operating Fund	Operating Fund-SRF Eligible	Operating Fund-Federal Funds	Special Expendable Fund	Special Expendable Fund - Federal funds	Improvement Fund	Improvement Fund- Federal Funds	Total
21. New Service Lateral Installations at Various Location	Install new service laterals at various locations.	Const	1,875,000	-	-	-	-	-	-	1,875,000
		P&E	500,000	-	-	-	-	-	-	500,000
22. Auloa Road and Ulukahiki Street 16-Inch Main	Install 16-inch mains and appurtenances along Auloa Road, from FH W03044 to Kalanianaʻole Highway; and along Ulukahiki Street, from Kalanianaʻole Highway to Kailua Road - approx. 7,635 lin. ft. Install 8-inch main along Ulukahiki Street, from near Manu Aloha Street to Kailua Road – approx. 250 lin. ft.	Const	-	-	-	-	-	10,000,000	-	10,000,000

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Project Title	Description	Type	Operating Fund	Operating Fund-SRF Eligible	Operating Fund-Federal Funds	Special Expendable Fund	Special Expendable Fund - Federal funds	Improvement Fund	Improvement Fund- Federal Funds	Total
23. Water Main Installation & Replacement	Install and replace water mains at various locations.	Const	100,000	-	-	-	-	-	-	100,000
24. Kaimuki Avenue Area Water System Improvements	Install 8-inch mains and appurtenances along Maunaloa Avenue, from 16th Avenue to 20th Avenue; along Kaimuki Avenue, from 16th Avenue to 21st Avenue; along Pahoa Avenue, from 18th Avenue to 150 feet beyond FH M03591; along 17th Avenue, from Kilauea Avenue to Kaimuki Avenue; along 18th Avenue, from Kaimuki Avenue to Pahoa Avenue; along 19th Avenue, from Maunaloa Avenue to Pahoa Avenue; and along 20th Avenue, from Maunaloa Avenue to Pahoa Avenue - approx. 9,850 lin. ft.	P&E	-	-	-	-	-	1,100,000	-	1,100,000

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Project Title	Description	Type	Operating Fund	Operating Fund-SRF Eligible	Operating Fund-Federal Funds	Special Expendable Fund	Special Expendable Fund - Federal funds	Improvement Fund	Improvement Fund- Federal Funds	Total
25. Aiealani Place and Welelau Place 8-Inch Main	Install 8-inch mains and appurtenances along Aiealani Place, from Halawa Heights Road to end and along Welelau Place, from Hoapono Place to end - approx. 1,000 lin. ft. Install 8-inch PRV and appurtenances along Halawa Heights Road, between Aiealani Place and Fernridge Place.	P&E	-	-	-	-	-	250,000	-	250,000
26. Prince Edward Street and Koa Avenue 8-Inch Mains	Install 8-inch mains and appurtenances along Prince Edward Street, from Kaiulani Avenue to Liliuokalani Avenue; and along Koa Street, from Kaiulani Avenue to Liliuokalani Avenue - approx. 2,050 lin. ft.	P&E	-	-	-	-	-	400,000	-	400,000

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Project Title	Description	Type	Operating Fund	Operating Fund-SRF Eligible	Operating Fund-Federal Funds	Special Expendable Fund	Special Expendable Fund - Federal funds	Improvement Fund	Improvement Fund- Federal Funds	Total
27. Lower Mariners Ridge Water System Improvements	Install 12-inch mains and appurtenances along Kaluanui Road, from Kaloaloe Street to Kaluanui Place - approx. 1,460 lin. ft. Install 8-inch mains and appurtenances along Kaloaloe Street, from Kaahue Street to Kaluanui Road; along Kaahue Street, from Kaloaloe Street to Kaluanui Road; and along Kaluanui Place from Kaluanui Road to Kaluanui Way - approx. 2,885 lin. ft. Install 8-inch and 4-inch mains and appurtenances along Kawaiki Place, from Kaahue Street to end; along Kauku Place, from Kaahue Street to end; along Kapoho Place, from Kaahue Street to end; along Kapapala Place, from Kaahue Street to end; along Kahohe Place, from Kaahue Street to End; along Kamoi Place, from	P&E	-	-	-	-	-	1,000,000	-	1,000,000

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Project Title	Description	Type	Operating Fund	Operating Fund-SRF Eligible	Operating Fund-Federal Funds	Special Expendable Fund	Special Expendable Fund - Federal funds	Improvement Fund	Improvement Fund- Federal Funds	Total
Lower Mariners Ridge Water System Improvements (continued)	from Kaluanui Road to end; along Kakapa Place, from Kaluanui Road to end; along Kaipuhaa Place, from Kaluanui Road to end; along Kahuwai Place, from Kaluanui Road to end; along Kahauloa Place, from Kaluanui Road to end; along Kaluanui Way, from end to end - approx. 4,785 lin. ft.									

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Project Title	Description	Type	Operating Fund	Operating Fund-SRF Eligible	Operating Fund-Federal Funds	Special Expendable Fund	Special Expendable Fund - Federal funds	Improvement Fund	Improvement Fund- Federal Funds	Total
28. Monterey Drive and Sierra Drive 8-Inch Mains	Install 8-inch mains and appurtenances along Monterey Drive, from Lurline Drive to Mariposa Drive; and along Sierra Drive, from Wilhelmina Rise to Wilhelmina Rise near Manini Way - approx. 3,360 lin. ft. Install 8-inch and 4-inch mains and appurtenances along Monterey Place, from Monterey Drive to end; and along Lanipili Place, from Monterey Drive to end - approx. 1,170 lin. ft.	P&E	-	-	-	-	-	550,000	-	550,000

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Project Title	Description	Type	Operating Fund	Operating Fund-SRF Eligible	Operating Fund-Federal Funds	Special Expendable Fund	Special Expendable Fund - Federal funds	Improvement Fund	Improvement Fund- Federal Funds	Total
29. Fort Weaver Road and Hapalua Street Water System Improvements	Install 16-inch mains and appurtenances along Fort Weaver, from Papipi Road to Pohakupuna Road - approx. 2,600 lin. ft. Install 8-inch mains and appurtenances along Hapalua Street, from Fort Weaver Road to Ewa Beach Road; along Nalomeli Place, from Fort Weaver Road to end; and along Popoi Place, from Fort Weaver Road to end - approx. 5,750 lin. ft.	P&E	-	-	-	-	-	1,000,000	-	1,000,000

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Project Title	Description	Type	Operating Fund	Operating Fund-SRF Eligible	Operating Fund-Federal Funds	Special Expendable Fund	Special Expendable Fund - Federal funds	Improvement Fund	Improvement Fund- Federal Funds	Total
30. Kapahulu Avenue and Leahi Avenue Water System Improvements	Install 24-inch mains and appurtenances along Kapahulu Avenue, from Kuhio Avenue to Ala Wai Boulevard - approx. 1,365 lin. ft. Install 16-inch mains and appurtenances along Kapahulu Avenue, from Kalakaua Avenue to Kuhio Avenue - approx. 880 lin. ft. Install 8-inch mains and appurtenances along Leahi Avenue, from Kapahulu Avenue to Pualei Circle - approx. 2,680 lin. ft.	P&E	-	-	-	-	-	700,000	-	700,000

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Project Title	Description	Type	Operating Fund	Operating Fund-SRF Eligible	Operating Fund-Federal Funds	Special Expendable Fund	Special Expendable Fund - Federal funds	Improvement Fund	Improvement Fund- Federal Funds	Total
31. Kaunaoa Street Area Water System Improvements	Install 30-inch mains and appurtenances along Kanaina Avenue, from Makini Street to Kaunaoa Street; and along Kaunaoa Street, from Kanaina Avenue to Campbell Avenue - approx. 915 lin. ft. Install 12-inch mains and appurtenances along Campbell Avenue, from Makini Street to Kaunaoa Street - approx. 250 lin. ft. Install 8-inch mains and appurtenances along Kaunaoa Street, from Campbell Avenue to Trouseau Street; along Makini Street, from Campbell Avenue to Trouseau Street; and along Campbell Avenue, from Monsarrat Avenue to Collins Street - 2,695 lin. ft.	P&E	-	-	-	-	-	550,000	-	550,000

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Project Title	Description	Type	Operating Fund	Operating Fund-SRF Eligible	Operating Fund-Federal Funds	Special Expendable Fund	Special Expendable Fund - Federal funds	Improvement Fund	Improvement Fund- Federal Funds	Total
32. Non-Potable Irrigation Conversion for Keehi Lagoon Beach Park	Install new irrigation meter and appurtenances along Lagoon Drive for Keehi Lagoon Beach Park. Remove existing potable irrigation meter and perform cross-connection survey of irrigation system.	P&E	100,000	-	-	-	-	-	-	100,000
33. Water Sampling Stations At Various Locations	Install water sampling stations at various locations.	P&E	500,000	-	-	-	-	-	-	500,000
34. Service Lateral Replacement at Various Locations	Topographic Survey for the service lateral replacement at various locations.	P&E	150,000	-	-	-	-	-	-	150,000
35. Water Main Installation & Replacement	Install and replace water mains at various locations.	P&E	100,000	-	-	-	-	-	-	100,000
Pipelines Total			4,075,000	-	-	-	-	54,150,000	-	58,225,000

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Project Title	Description	Type	Operating Fund	Operating Fund-SRF Eligible	Operating Fund-Federal Funds	Special Expendable Fund	Special Expendable Fund - Federal funds	Improvement Fund	Improvement Fund- Federal Funds	Total
D. Treatment										
36. GAC Interior Corrosion Control at Various Locations	Perform interior corrosion control of selected BWS GAC facilities.	Const	1,500,000	-	-	-	-	-	-	1,500,000
		P&E	500,000	-	-	-	-	-	-	500,000
Treatment Total			2,000,000	-	-	-	-	-	-	2,000,000

E. Facilities

37. Makiki 180 Reservoir Replace Altitude Valve Assembly	Replace altitude valve (AV) in AV vault, provide new titled disc check valve and emergency pump connection, install new electrical duct bank from control building to AV vault and various controls for new AV.	Const	-	-	2,500,000	-	-	-	-	2,500,000
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Project Title	Description	Type	Operating Fund	Operating Fund-SRF Eligible	Operating Fund-Federal Funds	Special Expendable Fund	Special Expendable Fund - Federal funds	Improvement Fund	Improvement Fund- Federal Funds	Total
38. Pump Station Instrumentation & Controls And SCADA Upgrade	Upgrade instrumentation and controls equipment at various pump stations and revamp SCADA system to provide smarter functionality.	Const	1,000,000	-	-	-	-	-	-	1,000,000
39. Halawa Xeriscape Garden Improvements	Install landscaping and irrigation, additional ADA parking stalls, modify existing parking and pathways to meet the ADA requirements, install accessible ramp/pathway connection to different garden attractions, additional gravel area for over-flow parking, perimeter fence to enclose the entire garden, and renovating the existing office and pavilion building.	Const	3,100,000	-	-	-	-	-	-	3,100,000

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Project Title	Description	Type	Operating Fund	Operating Fund-SRF Eligible	Operating Fund-Federal Funds	Special Expendable Fund	Special Expendable Fund - Federal funds	Improvement Fund	Improvement Fund- Federal Funds	Total
40. Rehabilitation of Pipeline Tunnels: Keanu and Fort Ruger Tunnels	Renovate pipeline and tunnel at Keanu and Ruger Tunnels.	Const	-	3,100,000	-	-	-	-	-	3,100,000
41. Facility Repair and Renovation	Repair, renovation, reroofing, fencing and repainting of selected BWS facilities.	Const	6,000,000	-	-	-	-	-	-	6,000,000
42. Security Improvements at Various Locations	Security improvements and enhancements includes, but not limited to fencing, doors and windows, vegetation setbacks and access control systems at various BWS locations.	Const	3,600,000	-	-	-	-	-	-	3,600,000

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Project Title	Description	Type	Operating Fund	Operating Fund-SRF Eligible	Operating Fund-Federal Funds	Special Expendable Fund	Special Expendable Fund - Federal funds	Improvement Fund	Improvement Fund- Federal Funds	Total
43. Beretania Public Service Building Exterior Improvements	Repave parking lot and courtyard, reconstruction curb and gutter, install curb ramps, repairs to the catwalk and fountain, and repaint the public service building exterior.	Const	3,100,000	-	-	-	-	-	-	3,100,000
44. Waimalu Wells I Slope Stabilization	Install slope stabilization along the downhill slope at Waimalu Wells I.	P&E	400,000	-	-	-	-	-	-	400,000
45. Slope Stabilization Investigation at Various Facilities	Inspect slopes and determine appropriate mitigation at various reservoir facilities.	P&E	400,000	-	-	-	-	-	-	400,000
46. Halawa Xeriscape Garden Multipurpose Building	Construct new multipurpose building within the Halawa Xeriscape Garden. Prepare environmental assessment.	P&E	500,000	-	-	-	-	-	-	500,000

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Project Title	Description	Type	Operating Fund	Operating Fund-SRF Eligible	Operating Fund-Federal Funds	Special Expendable Fund	Special Expendable Fund - Federal funds	Improvement Fund	Improvement Fund- Federal Funds	Total
47. Nanakuli 242 Altitude Valve	Install altitude valve and appurtenances in the vicinity of the Nanakuli Booster.	P&E	150,000	-	-	-	-	-	-	150,000
48. Facility Repair and Renovation	Repair, renovation, reroofing, fencing and repainting of selected BWS facilities.	P&E	1,000,000	-	-	-	-	-	-	1,000,000
49. Monitoring Well Assessment and Repair	Provide well condition assessment and associated repair services for monitor wells.	P&E	50,000	-	-	-	-	-	-	50,000
50. Professional Services for BWS Projects	Obtain services of archaeologists, botanists, environmental engineers, water quality labs, planners, government agencies and others.	P&E	300,000	-	-	-	-	-	-	300,000
51. Haiku Stairs Removal	Removal of Haiku Stairs	P&E	100,000	-	-	-	-	-	-	100,000
Facilities Total			19,700,000	3,100,000	2,500,000	-	-	-	-	25,300,000

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Project Title	Description	Type	Operating Fund	Operating Fund-SRF Eligible	Operating Fund-Federal Funds	Special Expendable Fund	Special Expendable Fund - Federal funds	Improvement Fund	Improvement Fund- Federal Funds	Total
Total Category II - Renewal and Replacement			32,975,000	3,100,000	6,300,000	-	-	60,850,000	2,500,000.00	105,725,000

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Project Title	Description	Type	Operating Fund	Operating Fund-SRF Eligible	Operating Fund-Federal Funds	Special Expendable Fund	Special Expendable Fund - Federal funds	Improvement Fund	Improvement Fund- Federal Funds	Total
III. Capacity Expansion										
A. Pumps										
52. Pacific Heights Booster No. 1	Land acquisition for new Pacific Heights Booster No. 1 to eliminate cross-country water main between Jack Lane and the Pacific Heights 578 Reservoir.	Land	-	-	-	100,000	-	-	-	100,000
Pumps Total			-	-	-	100,000	-	-	-	100,000
B. Reservoirs										
53. Kalawahine 180 2.0 MG Reservoir	Install 2.0 MG reservoir and appurtenances (TMK: 2-4-043:082) and 24-inch main along Auwaiolimu Street and Pensacola Street to Kinau Street - approx. 4,700 lin. ft.	Const	-	-	-	17,000,000	-	-	-	17,000,000

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Project Title	Description	Type	Operating Fund	Operating Fund-SRF Eligible	Operating Fund-Federal Funds	Special Expendable Fund	Special Expendable Fund - Federal funds	Improvement Fund	Improvement Fund- Federal Funds	Total
54. East Kapolei 215 R-1 3.0 MG Reservoir	Install 3.0 MG R-1 reservoir and appurtenances (TMK: 9-1-018:008). Install 16-inch main and appurtenances along the access road, from the proposed reservoir to the Farrington Highway - approx. 2,300 lin. ft.	P&E	-	-	-	800,000	-	-	-	800,000
Reservoirs Total			-	-		17,800,000		-	-	17,800,000

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Capital Improvement Program
FY 2021

Project Title	Description	Type	Operating Fund	Operating Fund-SRF Eligible	Operating Fund-Federal Funds	Special Expendable Fund	Special Expendable Fund - Federal funds	Improvement Fund	Improvement Fund- Federal Funds	Total
C. Pipelines										
55. Salt Lake Boulevard 36-Inch Main - Foster Village to Aliamanu	Install 36-inch main and appurtenances along Salt Lake Boulevard, from 525 feet south of Maluna Street to Ala Liliko Street - approx. 4,275 lin. ft.	Const	-	-	-	-	6,700,000	-	-	6,700,000
56. Sand Island Access Road 20-Inch Mains Along Bascule Bridge	Install two 20-inch mains and appurtenances along the Sand Island Access Road Bascule bridge - approx. 3,000 lin. ft.	Const	-	-	-	-	4,000,000	-	-	4,000,000

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Project Title	Description	Type	Operating Fund	Operating Fund-SRF Eligible	Operating Fund-Federal Funds	Special Expendable Fund	Special Expendable Fund - Federal funds	Improvement Fund	Improvement Fund- Federal Funds	Total
57. Nimitz Highway 16-Inch Main, Waiakamilo Road to Sumner Street	Install 16-inch mains appurtenances along Nimitz Highway, from Waiakamilo Road to Sumner Street; and along Waiakamilo Road, from Nimitz Highway to Hart Street - approx. 5,960 lin. ft. Install 12-inch mains appurtenances along Hart Street, from Waiakamilo Road to end; along the Pier 31 access road, from N. Nimitz Highway to end; along the pier access road near FH no. M02371, from N. Nimitz Highway to end, along the pier access road near Alakawa Street, from N. Nimitz Highway to end and along Pier 38 Access Road, from N. Nimitz Highway to end - approx. 2,615 lin. ft.	P&E	-	-	-	1,400,000	-	-	-	1,400,000

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FY 2021

Project Title	Description	Type	Operating Fund	Operating Fund-SRF Eligible	Operating Fund-Federal Funds	Special Expendable Fund	Special Expendable Fund - Federal funds	Improvement Fund	Improvement Fund- Federal Funds	Total
58. Kalakaua Avenue 16-Inch Main, Beretania Street to Ala Wai Canal	Install 20-inch main and appurtenances along Ala Wai Boulevard, at the intersection of McCully Street - approx. 200 lin. ft. Install 16-inch main and appurtenances along Kalakaua Avenue, from Beretania Street to Ala Wai Promenade; and along Ala Wai Promenade, from Kalakaua Avenue to McCully Street - approx. 4,800 lin. ft.	P&E	-	-	-	750,000	-	-	-	750,000
Pipelines Total			-	-	-	2,150,000	10,700,000	-	-	12,850,000
D. Treatment										
Treatment Total			-	-	-	-	-	-	-	-

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FY 2021

Project Title	Description	Type	Operating Fund	Operating Fund-SRF Eligible	Operating Fund-Federal Funds	Special Expendable Fund	Special Expendable Fund - Federal funds	Improvement Fund	Improvement Fund- Federal Funds	Total
E. Facilities										
59. Kapolei Base Yard Facility	Design-Build contract for installation of administration building,	Const	-	-	-	-	-	3,500,000	-	3,500,000
Facilities Total			-	-	-	-	-	3,500,000	-	3,500,000
Total Category III - Capacity Expansion										
			-	-	-	20,050,000	10,700,000	3,500,000	-	34,250,000
Total Categories I - III										
			35,635,000	3,100,000	6,300,000	20,050,000	10,700,000	64,350,000	2,500,000.00	142,635,000
Construction Cost Index Adjustment										
			2,652,500	310,000	630,000	1,700,000	1,070,000	5,880,000	250,000	12,492,500
Contract Adjustment Account										
			15,000,000	-	-	-	-	-	-	15,000,000

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Board of Water Supply
Capital Improvement Program
FY 2021

Project Title	Description	Type	Operating Fund	Operating Fund-SRF Eligible	Operating Fund-Federal Funds	Special Expendable Fund	Special Expendable Fund - Federal funds	Improvement Fund	Improvement Fund- Federal Funds	Total
FY2021 Capital Improvement Program Total			53,287,500	3,410,000	6,930,000	21,750,000	11,770,000	70,230,000	2,750,000.00	170,127,500

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