

**DEPARTMENT OF WATER SUPPLY
COUNTY OF HAWAI‘I
WATER BOARD MEETING
AGENDA**

MEETING DATE: April 24, 2007

PLACE: Waimea Community Center (next to the ball park); Kamuela, HI

TIME: 10:00 a.m.

- 1) CALL TO ORDER - 10:00 a.m. (*please turn cell phones off or set to silent*)
- 2) STATEMENTS FROM THE PUBLIC
- 3) APPROVAL OF MINUTES - Minutes of the March 27, 2007, Water Board Meeting
- 4) APPROVAL OF ADDENDUM AND/OR SUPPLEMENTAL AGENDA (if necessary)
(**Note: Addendum requires Roll Call Vote**)
- 5) NORTH KOHALA:

A. JOB NO. 2002-805, MAKAPALA PRODUCTION WELL AND SUPPORTING FACILITIES:

Staff requests a 123-calendar day time extension. This request is due to continuing delays with Hawaii Electric Light Company, Inc.'s (HELCO), work to design/install power poles. Staff's latest discussion with HELCO revealed that the design is complete and is now with HELCO's construction division. HELCO construction staff gave a two-month timeframe for their completion. Staff estimates that Isemoto Contracting Company, Ltd., will need approximately one and a half months to complete their work after HELCO.

This is their seventh time extension request. Previous extensions were as follows:

- First time extension - 170 calendar days (delays in the building permit processing, modifications to the access road, and changes in the motor controls).
- Second time extension - 9 working days (rain-out days).
- Third time extension - 56 working days due to asphalt shortage and time to obtain easements.
- Fourth time extension - 59 calendar days due to Hawaii Electric Light Company, Inc.'s, problems in trying to obtain their required easements.
- Fifth time extension - 61 calendar days due to continuing delays with Hawaii Electric Light Company, Inc.'s, work to design/install power poles.
- Sixth time extension - 30 calendar days due to continuing delays due HELCO's work to design/install power poles.

RECOMMENDATION: It is recommended that the Board approve a contract time extension to Isemoto Contracting Company, Ltd., of one hundred twenty-three (123) calendar days from March 30, 2007, to July 31, 2007, for JOB NO. 2002-805, MAKAPALA PRODUCTION WELL AND SUPPORTING FACILITIES.

6) **NORTH KONA:**

A. **JOB NO. 2006-891, KAHALU‘U SHAFT PUMPS CASING MODIFICATION:**

A report will be given at the meeting.

7) **MISCELLANEOUS:**

A. **DEDICATION OF WATER SYSTEMS:**

The Department has received the following documents for action by the Water Board. The water systems have been constructed in accordance with the Department’s standards and are in acceptable condition for dedication.

1. **GRANT OF EASEMENT AND BILL OF SALE
INDEMNIFICATION AGREEMENT**

DEED (for 3-Tank Sites)

BILL OF SALE (for 3-Tank Sites)

Hokuli’a, Phase 1, Package 1

Subdivision Application No. 98-124

Grantor: 1250 Oceanside Partners

TMK: (3) 8-1-004: Portion 003

E.W.O.: 2001-049

Lots: 284

Zoning: A-1A

Facilities Charge: \$952,876.00

Date Paid: 9/17/99

Final Inspection Date: *Pending - SCADA?*

Water System Cost: \$3,721,569.00

2. **GRANT OF EASEMENT AND BILL OF SALE**

PUALANI PHASE 2 (Subd. Appl. No. 1990-143(2))

Grantor/Seller: D.R. HORTON – SCHULER HOMES, LLC

TMK: (3) 7-5-017:028 & 029

E.W.O.: 2005-035

Lots: 157

Zoning: RS 7.5

Facilities Charge: \$

Date Paid:

Final Inspection Date: 2/15/03

Water System Cost: \$911,725.00

3. **BILL OF SALE**

Pualani Estates at Kona Phase 2 (100,000 Gallon Tank (Mauka))

Subdivision Application No. 2002-001

9. **GRANT OF EASEMENT**
(For Access Purposes)
Hualalai Vistas Subdivision Intersection Improvements
E.W.O.: 2006-074
Grantors: William Napua Cantor and Gail Satsu Cantor
TMK: (3) 7-3-007: 058 portion
10. **GRANT OF EASEMENT**
(For Access Purposes)
Hualalai Vistas Subdivision Intersection Improvements
E.W.O.: 2006-074
Grantors: Peter Cantor and Iris Cantor
TMK: (3) 7-3-007: 034 portion
11. **GRANT OF EASEMENT AND BILL OF SALE**
Seascape Condominium, Phase 1
Grantor/Seller: Seascape Development, LLC
TMK: (3) 7-3-010:051
E.W.O.: 2007-046
Facilities Charge: \$220,000.00 Date Paid: 4/13/07
Final Inspection Date: 4/13/07
Water System Cost: \$132,591.00

RECOMMENDATION: It is recommended that the Water Board accept these documents subject to the approval of the Corporation Counsel and that either the Chairman or the Vice-Chairman be authorized to sign the documents.

B. CONTRACTS SPECIALIST AND CONTRACTS CLERK, CONTRACTS SERVICES BRANCH – ADMINISTRATION DIVISION:

The Department proposes to amend its Table of Organization to create positions for a Contracts Specialist and a Contracts Clerk within the Contracts Services Branch. The positions are necessary in light of the amount of construction, goods and services, and professional services that require formal contracts. The existing Contracts Technician, hired in 2005, often times is overwhelmed with having to prepare the contracts, research procurement requirements, prepare bid advertisements, open bids, prepare bid tabulations, post procurement information, and interacting with project engineers, consultants, contractors, our Corporation Counsel, and County/State personnel. Assistance in the Branch is needed.

The proposed positions are identified in the Personnel Needs Assessment Study, July 2006, prepared by R. W. Beck, Inc. As stated in the study, the positions will further improve the contract administration process, thus freeing up more time for engineers to focus on engineering-related duties.

The salary ratings for the proposed positions are subject to consultation with Civil Service and the appropriate Bargaining Units. The intent is to recruit the positions as soon as approvals from Civil Service and the Union are received.

RECOMMENDATION: It is recommended that the Water Board approve the amendment to the Table of Organization to create the Contracts Specialist and Contracts Clerk positions within the Contracts Services Branch.

C. MONTHLY PROGRESS REPORT:

Submission of Progress Report of Projects by the Department (see attached). Department personnel will be available to respond to questions by the Board regarding the status/progress of any project.

D. DEPARTMENT OF WATER SUPPLY PROPOSED OPERATING AND CAPITAL IMPROVEMENT BUDGETS FOR FISCAL YEAR 2007-2008:

Additional information to be provided at the meeting.

E. REVIEW OF MONTHLY FINANCIAL STATEMENTS:

Submission of financial statements and information relating to the financial status of the Department. Department personnel will be available to respond to questions by the Board relating to the financial status of the Department.

F. MANAGER'S REPORT:

- 1) The Manager will provide an update of negotiations with Kamehameha Investment Corp.
- 2) The Manager will provide the status of the Palani Road Transmission Waterline project.
- 3) The Manager will provide a status of the Public Information and Education Specialist.
- 4) The Manager will provide a status of the Waimea Clearwater Reservoir Repair.
- 5) The Manager will provide a status of the Mauna Lani Wells.
- 6) The Manager will provide a status of the Hawaiian Ocean View exploratory well.
- 7) The Manager will provide a status of the Kona Water Quality.
- 8) The Manager will provide a report on low pressure concerns, Mamalahoa Highway, Kona.

G. CHAIRMAN'S REPORT:

Chairman to provide comments and/or information relating to matters of concern to the Water Board.

8) ANNOUNCEMENTS:

1. Next Meeting:

The next meeting of the Water Board will be held on May 22, 2007, 10:00 a.m., in the Hilo Operations Center Conference Room; 889 Leilani Street, Hilo, Hawai'i.

9) STATEMENTS FROM THE PUBLIC

10) ADJOURNMENT

The meeting place is accessible to persons with disabilities. If you require use of an auxiliary aid or other access accommodation, please contact Doreen Shirota at 961-8050 as soon as possible or at least 5 days prior to the meeting.

The Department of Water Supply is an Equal Opportunity provider and employer.

Notice to Lobbyists: If you are a lobbyist, you must register with the Hawai'i County Clerk within five days of becoming a lobbyist. {Article 15, Section 2-91.3(b), Hawai'i County Code} A lobbyist means "any individual engaged for pay or other consideration who spends more than five hours in any month or \$275 in any six-month period for the purpose of attempting to influence legislative or administrative action by communicating or urging others to communicate with public officials." {Article 15, Section 2-91.3(a)(6), Hawai'i County Code} Registration forms and expenditure report documents are available at the Office of the County Clerk-Council, 25 Aupuni Street, Hilo, Hawai'i 96720.